

SAFEGUARDING CHILDREN POLICY

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As a provider of childcare my first responsibility and priority is towards the children in my care.

I am required to follow the Child Protection Procedures agreed with the Local Safeguarding Children Board and OFSTED within my responsibility to 'Safeguard Children'.

I am aware of the signs and symptoms of child abuse, physical, emotional and sexual and those of neglect.

If I am concerned about a child's welfare I will:-

Refer a child, without delay, if there are concerns about possible abuse to my local Children and Families Assessment Team. Referrals will be made in writing following a telephone call.

Keep written records of concerns about a child, even if there is no need to make an immediate referral. I will ensure that all such records are kept confidential and securely, separate from a child's records,

Liaise with other agencies and professionals.

Attend case conferences, or other multi agency planning meetings as necessary

Ensure that any child currently with a child protection plan who is absent without explanation is referred to their Social Worker, Social Care Team.

If a child confides in me I will:-

Show that I have understood what they are saying and that I take their allegations seriously

Encourage the child to talk, without asking leading questions

Record the concern and the child's comments in their own words. The record will contain

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Childs name

Childs date of birth

Date the records made

A note of the child's non-verbal behaviour

A body map, if appropriate, to record any visible injuries or marks

My name and signature

Inform the child that I may need to share this information but will assure that everything I do will be in the interest of their safety.

Seek advice from the Children and Families Assessment Team.

Child protection concerns are kept confidential and only shared with people who need to know this information.

Please see 'Allegations of Abuse' policy if an allegation was to be made against me, or any other member of my household.

USEFUL TELEPHONE NUMBERS

Children and Families Assessment Teams In Oxfordshire County Council

Central Team (Oxford)

01865 323048

North Team (Cherwell and West Oxon)

01865 816670

South Team (South Oxon and Vale)

01865 897983

Emergency Duty Team after 5pm (4pm on Fridays) and at weekends

0800 833 408

NSPCC Helpline

0808 800 5000

Police Enquiry Centre

0845 850 5505