

## **Safeguarding Policy**

The Stowting Montessori Child Protection Policy has been developed in accordance with the principles established by The Children Act 1989 and 2004, The Early Years Foundation Stage 2012 Welfare Requirements, Sections 175 and 176 Education Act 2002 and related guidance including The Framework for the Assessment of Children in Need and their Families (1999), Working Together to Safeguard Children (2015) and (2018 review) and What to do if you're worried a child is being abused (2006).

The staff and members of the Stowting Montessori take seriously our responsibility to promote the welfare and safeguard all the children and young people entrusted to our care.

The designated people for Child Protection who have overall responsibility for child protection/Safe Guarding practice in the Setting are Tina Stretton and Paula Knight.

As part of the ethos of the setting we are committed to:

- Maintaining children's welfare as our paramount concern.
- Providing an environment in which children feel safe, secure, valued and respected, confident to talk openly and sure of being listened to
- Providing suitable support and guidance so that children have a range of appropriate adults who they feel confident to approach if they are in difficulties
- Using learning at the setting to provide opportunities for increasing self-awareness, self-esteem, assertiveness and decision making so that young children have a range of contacts and strategies to ensure their own protection and understand the importance of protecting others.
- Working with parents to build an understanding of the setting's responsibility to ensure the welfare of all children including the need for referral to other agencies in some situations.
- Ensuring all staff are able to recognise the signs and symptoms of abuse and are aware of the setting's procedures and lines of communication.
- Monitoring children who have been identified as 'in need' including the need for protection, keeping confidential records which are stored securely and shared appropriately with other professionals.
- Developing effective and supportive liaison with other agencies.

This policy is in line with The Kent & Medway Safeguarding Children Procedures (2007) (The "Purple Book") and the KSCB and Eligibility & Threshold criteria.

My responsibility as a nursery manager is to ensure the safety and welfare of all the children in my care in line with the procedures laid out by my local Safeguarding Children's Board.

(The Safeguarding Children Board is responsible for producing Safeguarding Children Procedures based on national guidelines set out in Working Together to Safeguard Children (Dept. of Education & Skills). It monitors the effectiveness of the Procedures systematically and amends them as it becomes necessary.)

I have received training on Safeguarding Children (Child Protection) and am aware of the signs and symptoms of child abuse, physical, emotional and sexual, and those of neglect.

If I have reason to believe that any child in my care is being abused in any way I will report the matter to the Duty Social Worker for Social Services, Child Protection Team. Under these circumstances, I will not be able to keep information relating to your child confidential but will need to share it with Ofsted, Social Services and the Police if requested.

A copy of "Child Protection Guidelines for nurseries is available for you to read if required. This sets out the guidelines for how I must record any incidents and disclosures and the procedures I must follow.

Please see my Allegations of Abuse Against a member of staff Policy regarding how I protect myself and my staff from allegations being made against us.

As a manager, I take lead responsibility for safeguarding children in the setting and am responsible for liaising with my local statutory children's services agency, and the LSCB.

As I work with assistants I ensure that they are fully aware of my Safeguarding Children Policy and procedures, and ensure that they have up to date knowledge of safeguarding issues.

I also ensure they are fully aware of the signs of possible abuse and neglect and notice these at the earliest opportunity, and respond in a timely and appropriate way. These may include:

Significant changes in children's behaviour.

Deterioration in children's general well-being.

Unexplained bruising, marks or signs of possible abuse or neglect.

Children's comments which give cause for concern.

Any reasons to suspect neglect or abuse outside the setting, for example in the child's home; and/or Inappropriate behaviour displayed by other members of staff, or any other person working with the children. For example, inappropriate sexual comments; excessive one-to-one attention beyond the requirements of their usual role and responsibilities; or inappropriate sharing of images.

FGM, Staff will undertake the Home office training.

I will inform Ofsted of any allegations of serious harm or abuse by any person living, working, or looking after children at the premises (whether the allegations relate to harm or abuse committed on the premises or elsewhere). I will also notify Ofsted of

the action taken in respect of the allegations.

These notifications will be made as soon as is reasonably practicable, but at the latest within 14 days of the allegations being made.

### **Digital Photography**

Whilst your child is in my care I will utilise digital cameras and mobile technology which includes, but is not limited to, mobile phones, tablet devices and other forms of electronic storage, these devices will be used to store digital photographs and other electronic data, whilst using these devices within and outside of my setting I will follow these guidelines:

I will seek your permission to allow a camera, mobile phone or other digital devices to take and store photographs for record keeping or display purposes.

If using a camera, mobile phone or other digital devices to take photographs of your child, the photographs will be uploaded to the Baby's Days system, used for daily diaries, observations, or from time to time advertising purposes, the photographs will then be removed from the devices.

I will not distribute or publish any images of your child without your consent.

I will always be able to justify to Ofsted the reason for taking the photographs.

I will always ensure children are appropriately dressed.

I am registered with the Information Commissioners Office - the Data Protection Act.

Any images taken by the setting for official use will be kept in accordance with the eight key principles as identified under the Data Protection Act

1. Obtained and processed fairly and lawfully
2. held only for the specified purpose(s)
3. adequate, relevant and not excessive
4. accurate and kept up-to-date
5. held no longer than necessary
6. processed in accordance with the rights of the data subject
7. subject to appropriate security measures
8. only transferred to countries that have suitable data protection controls

### **Guidelines for children taking photos**

1. We will discuss and agree to age-appropriate acceptable use rules with children regarding the appropriate use of cameras, such as places cannot take the camera (e.g. toilets)
2. All staff will be made aware of the acceptable use rules regarding children's use of cameras and will ensure that children are appropriately supervised.
3. Members of staff will role model positive behaviour to the children by encouraging them to ask permission before they take photos.
4. Photos taken by children for official use will only be taken with parental consent and will be processed in accordance with the Data Protection Act 1998

5. Parents will be made aware that children will be taking photos/videos of other children and will be informed how these images will be managed by the setting e.g. will be for internal use by the nursery only (not shared online or via any website or social media tool unless permission has been given by the parent)
6. Photos taken by children will be carefully controlled by the setting and will be checked carefully before sharing online or via digital screens.
7. Cameras/Videos provided for use by children and the images will not be removed from the setting.

Useful Telephone Numbers:

Area safeguarding Officer: 03000 415648 - Ashford, Dover, Folkestone and Hythe,

03000 418503 - Canterbury,

Local Authority Designated Officer: 03000 410888

Police Station: 01622 690690 or 101

Early Help & Preventative Services [earlyhelp@kent.gov.uk](mailto:earlyhelp@kent.gov.uk) 03000 419222

Ofsted: 0300 123 123 1