**Safeguarding**



**What is safeguarding?**

Safeguarding should be at the core of all Early Years practice.

Principally, it is the action that is taken to promote the welfare of children and protect them from harm. Safeguarding means:

* protecting children from abuse and maltreatment
* preventing harm to children’s health or development
* ensuring children grow up with the provision of safe and effective care
* taking action to enable all children and young people to have the best outcomes.

Providers should ensure they take account of the following:

* Child protection
* Suitable people
* Disqualification/Disqualification by association
* Staff qualifications, training and further support
* Staff child ratios
* Health
* Managing behaviour
* Safety and suitability of premises, environment and equipment
* Equal opportunities
* Policies and procedures

These are taken from the safeguarding section of the Early Years Foundation Stage (EYFS) welfare requirements.

**Policies and Procedures**

**Safeguarding policy and procedure**

This must be in line with up-to-date guidance from the Wirral Safeguarding Children’s Board as well as having regard to statutory guidance ‘Working Together to Safeguard Children.’ Correct contact details for relevant safeguarding agencies must be included as well as clear guidance on the steps to take in the event of an allegation being made.

**Intimate care policy**

This should clearly outline how essential care routines are carried out to ensure all staff are aware of what is expected. This policy should also provide parents with a clear indication of how intimate care routines are managed within the setting.

**Recruitment and selection policy**

This should contain detailed information regarding a settings recruitment process including job advertisements/job descriptions, interviews, induction procedure and on-going support.

**Health and safety policy**

This policy should ensure that all reasonably practical steps are taken to ensure the health, safety and welfare of both adults and children using the premises. This will also take practical account of the settings risk assessment procedure and how this is used effectively and maintained.

**Risk assessment policy**

This should clearly outline how providers regularly assess any risks to children’s safety and also the review process to evaluate risk periodically. This will outline aspects of the environment which need to be assessed, the frequency in which they will be and also identify responsibility.

**Training**

**Wirral Safeguarding Children’s Board**

The Wirral Safeguarding Children’s Board offer a range of training on a broad variety of safeguarding aspects. This is regularly updated and can be accessed via <https://www.wirralsafeguarding.co.uk/courses/>

**Safeguarding Lead**

Every setting must have a designated safeguarding lead who has attended a relevant child protection training course. It is recommended that this individual is trained to at least level two. All staff within a setting should also be trained to a level allowing them to understand the settings safeguarding policy as well as being able to demonstrate an up-to-date knowledge on all safeguarding issues.

*Safer Recruitment*

It is recommended that at least one senior member of staff within each setting is adequately trained in safer recruitment. This ensures recruitment procedures in the setting are sufficiently robust and work alongside a settings safeguarding policy.

**Key procedures and timescales**

If an allegation is made against a member of staff in respect of harm relating to a child, you have a responsibility to inform the Local Safeguarding Board and Ofsted.

* The Local Area Designated Officer (LADO) must be informed within 24 hours
* Ofsted must be informed within 14 days

Providers must also notify Ofsted of any significant event which may affect the suitability of anyone who is in regular contact with children. For instance the disqualification of an employee.

**Safer Recruitment**

Safer recruitment is the safeguarding and protection of children during the recruitment and selection process of potential new staff. The underlying purpose of safer recruitment is to help deter, reject or identify potential individuals who may look to abuse children or are otherwise unsuitable to be working with them by carrying out a range of necessary pre-employment checks.

*Key features of safer recruitment:*

* Relevant job advertisements with obvious deterrents. For instance stating the settings commitment to safeguarding, DBS certificate requirement and barred list checks.
* Application forms with key information including; personal details, present employment/reason for leaving, full employment/education history, qualifications, two referees details, personal statement against the person specification, declaration regarding any criminal record and a declaration of accuracy of information provided.
* Opportunity for applicants to disclose any relevant information which may affect their suitability, prior to a DBS being carried out.
* Clear criteria for shortlisting applicants based on the person specification and job description. This should be consistent for all candidates and reviewed regularly. At least two members of staff should also be used for this shortlisting process.
* Collecting relevant and up-to-date references. These should never be taken at face value and should be verified if required.
* Range of selection tools as opposed to just an interview, for instance role play scenarios, presentations and set tasks.
* Interviews should ideally be carried out with at least two people with structured questions. Hypothetical questions should be avoided and candidates should draw on factual evidence and experiences.
* Offers of employment should only be given on receipt of all necessary checks. For instance; identity checks, eligibility to work in the UK, DBS Barred list, enhanced DBS, qualifications, status with professional bodies if relevant, overseas checks, health declaration.

It is vital that at least one member of staff within a setting has attended suitable, up-to-date safer recruitment training. This should ideally be the senior member of staff responsible for recruitment within the setting. Training can be accessed through EYQ training <http://eyqtraining.co.uk/> or the Wirral Safeguarding Children’s Board <https://www.wirralsafeguarding.co.uk/courses/>

**Useful Links**

*Inspecting Safeguarding in Early Years, Education and Skills*

<https://www.gov.uk/government/publications/inspecting-safeguarding-in-early-years-education-and-skills-from-september-2015>

*Working Together To Safeguard Children*

[*https://www.gov.uk/government/publications/working-together-to-safeguard-children--2*](https://www.gov.uk/government/publications/working-together-to-safeguard-children--2)

*Prevent Duty Guidance*

[*https://www.gov.uk/government/publications/prevent-duty-guidance*](https://www.gov.uk/government/publications/prevent-duty-guidance)

*OFSTED*

[*https://www.gov.uk/government/organisations/ofsted*](https://www.gov.uk/government/organisations/ofsted)

*Early Years Statutory Framework*

[*https://www.foundationyears.org.uk/files/2017/03/EYFS\_STATUTORY\_FRAMEWORK\_2017.pdf*](https://www.foundationyears.org.uk/files/2017/03/EYFS_STATUTORY_FRAMEWORK_2017.pdf)