

**Pendoylan Childcare**  
**CHILD PROTECTION POLICY**

As Pendoylan Childcare, we are required to follow the All Wales Child Protection Procedures (amended 2008), produced on behalf of all Local Safeguarding Children Boards in Wales.

All staff will receive appropriate Child Protection training and one staff member will act as the Key Child Protection Officer for Pendoylan Childcare.

Child abuse is the term used when an adult harms a child or a young person under the age of 18. There are four main kinds of abuse, all of which can cause long term damage to a child:

**Physical abuse**

This is when a child is hurt or injured by a child or an adult. Physical abuse includes hitting, kicking, punching and other ways of inflicting pain or injury such as poisoning, drowning or smothering. It also includes giving a child harmful drugs or alcohol.

**Emotional abuse**

This is when adults deny children love or affection, or constantly threaten or humiliate them. Sarcasm, degrading punishments and ignoring a child are also forms of emotional abuse and undermine a child's confidence and sense of self-worth.

**Neglect**

This is when a child's basic need for love, food, warmth, safety, education and medical attention is not met by parents or carers.

**Sexual abuse**

This is when a child is used sexually by an adult or young person. Sexual abuse can include kissing, touching the child's genitals or breasts, vaginal or anal intercourse and oral sex. Encouraging a child to look at pornographic magazines or videos is also sexual abuse.

Bullying, racism and other types of discrimination are forms of child abuse. Like other kinds of abuse they can harm a child physically and emotionally.

A child may be experiencing abuse if he or she is:

- frequently dirty, hungry or inadequately dressed
- left in unsafe situations or without medical attention
- constantly "put down", insulted, sworn at or humiliated

- seems afraid of parents or carers
- severely bruised or injured
- displays sexual behaviour which doesn't seem appropriate for their age
- growing up in a home where there is domestic violence
- living with parents or carers involved in serious drug or alcohol abuse

This list is only an example of signs of abuse. We will endeavour to discuss with you any concerns we have about your child/children, however it is our **duty** to refer to the Local Safeguarding Children Board if we suspect that any form of child abuse is taking place. Under the Children's Act 1989 (section 47(1)), local authorities and/or the Police have a duty to investigate any reports of child abuse. Any suspicions, indications or allegations of abuse or neglect will be recorded at the time on an official incident form and reported accordingly. Written records will be kept of any allegation of abuse or neglect, and of the action taken in response. It is our **duty** to report any such incidents to the Authorities.

Should a parent have any concerns about any staff members' treatment of children, they must make their concerns known. If possible, the parent should approach a senior member of staff or the Management. Should they feel unable to confide in these team members, then parents should report their concerns to the Care and Social Services Inspectorate for Wales (See 'Reporting Abuse Procedure' following).

When a child makes a disclosure that raises the suspicion of abuse, staff **will not**:

- Promise not to tell anyone - this is a promise they cannot keep.
- Talk to anyone other than those highlighted in Pendoylan Childcare's 'reporting abuse' procedure.
- Ask the child to repeat what they have said, quiz, question or lead the child, interrupt.

**Staff will:**

- Listen to the child and confirm that they are being taken seriously.
- Action the 'reporting abuse' procedure immediately by recording the disclosure the child has made.
- Explain what actions they must take, in a way appropriate to the age of the child.

- Write down details as soon as possible, using the exact words said if possible.

### **Prevent Duty**

At Pendoylan Childcare we realise the need to prevent children from being drawn into terrorism/ radicalization as part of our duty to safeguard children and protect their wellbeing. All staff will be trained and made aware of legislation.

Pendoylan Childcare's confidentiality policy will be followed at all times.

**The safety and well-being of the children in our care is of paramount importance to us.**

## **REPORTING ABUSE PROCEDURE**

In the event of an allegation or suspicion being raised regarding the treatment of a child we will follow the procedure below.

If a child's behaviour or appearance causes suspicion of abuse, staff **MUST**:

1. Record the details as soon as possible (dates, times, details) and inform Play leader & Management.
2. Not confront the person about whom there is a concern.
3. Ensure that the matter is reported immediately to the Local Safeguarding Children Board and CSSIW, in any case, within 24 hours.
4. All relevant staff will meet and share observations. Record date, time, place and people present at discussion.
5. Observations should continue to be recorded. Concerns will be discussed with parents, if appropriate.
6. Follow the Pendoylan Childcare's Confidentiality Policy at all times.

Concerns will be reported to the Local Safeguarding Children Board and Pendoylan Childcare's registering body (C.S.S.I.W.) (see contact numbers below). The police may be involved if there is suspicion that a criminal offence has been committed.

**Local Safeguarding Children Board: 01446 725 202**

**C.S.S.I.W. – 01443 848 527**

**In an absolute emergency, call the Police on 999.**

**Note: In the event of an allegation being made against a staff member: DO NOT confront the person about whom you have a concern. If you see another member of staff behaving in a suspicious way, it is your **DUTY** to report your observations immediately to a Senior Early Years Practitioner. If this is inappropriate or you are not satisfied with the response that you get, contact C.S.S.I.W. (as above).**