

# PETER PAN PLAYGROUP

## SAFEGUARDING INCLUDING PREVENT DUTY POLICY

We aim to create an environment where children are safe from potential abuse. We will take any appropriate action upon suspicion of abuse.

### **TO DO THIS WE WILL;**

- Ensure that all adults working in the group, or connected with it, both paid and voluntary, are aware that such work is exempt from the provisions of the Rehabilitation of Offenders Act 1974.
- Require that all potential workers within the group will provide at least one reference, attend for interview, agree to being police checked and work for an agreed probationary period of time.
- Ensure that all staff have appropriate training which will enable them to recognise the symptoms of possible physical abuse, neglect, emotional or sexual abuse.
- Ensure that adults are not left alone with individual children; that any doors are always kept open, except where they may create a safety hazard.
- Have a designated person to whom all concerns are referred (Supervisor)
- Keep records of observations of significant changes in children's behaviour or appearance. Liaise with parents if appropriate.
- Work closely with Social Services, Police and the local NSPCC in the interests of the child, when appropriate
- Continue to work with and support the child's family.

**All details of concerns, progress, case conferences etc. are confidential and will not be discussed with anyone not authorised to have this information.**

### **Responding to suspicions of abuse**

- Changes in children's behaviour/appearance will be investigated
- Parents will normally be the first point of contact, though suspicions will also be referred to the Social Services department.
- All such suspicions and investigations will be kept confidential and shared only with those who need to know. Those involved are likely to be the key worker, group leader and the management committee chairperson.

### **Records**

- Whenever worrying changes are observed in a child's behaviour, physical condition or appearance, a specific and confidential record will be set up, separate from the on-going records of children's progress and development. The record will include, in addition to the name, address and age of the child, timed and dated observations, describing objectively the child's behaviour/appearance, without comment or interpretation; where possible the exact words spoken by the child; the dated name and signature of the recorder. Such records will be kept in a separate file, and will only be accessible to the group leader, key worker and the chairperson, if applicable.

## Liaison with other agencies

- The Playgroup will, if necessary share confidential records with the Social Services Department and will maintain on-going contact with Registration and Inspection Unit, the registering authority. Details of all contact names, telephone numbers will be accessible, including the local NSPCC.
- If a report is to be made to the authorities, the child's parents will be informed at the same time as the report is made.

## Supporting families

- The staff in the playgroup will continue to work closely with the family.
- Where abuse at home is suspected, staff will continue to welcome the child and family whilst investigations proceed.
- Confidential records kept on a child will be shared with the child's parents.
- Whilst the care and safety of the child is the priority, staff will work with, and support, the child's family.

## PREVENT DUTY

As employers Peter Pan Playgroup have a legal obligation to follow the 'Prevent Duty'. This sets out the need for 'British Values' to help everyone live in safe and welcoming communities where they feel they belong. These British Values are defined as:-

Democracy  
The rule of law  
Individual liberty and mutual respect  
Tolerance of those with different faiths and beliefs.

These values are universal aspirations for equality. As such, they are fundamental to helping all children become compassionate, considerate adults who form part of a fair and equal society.

Staff will be alert to harmful behaviours by influential adults in a child's life. This may include discriminatory and/or extremist discussions between parents, family and/or staff members. They take action when they observe behaviour or concern. Staff will identify children who may be vulnerable to radicalisation, and know what to do when they are identified. They assess the risk of children being drawn into terrorism and work in partnership with local partners such as the police, prevent coordinators, CAP, Ofsted and their Local Safeguarding Children's Board (LSCB).

This policy was adopted at a meeting on 25<sup>th</sup> April 2016

Signed on behalf of the playgroup by

