



## Safeguarding

Date: January 2024

Review: January 2025

### Policy intention

Everyone who comes into contact with children has a responsibility to safeguard and promote their welfare. This policy is in place to demonstrate how our setting provides a healthy, safe and secure environment where individual needs are met.

Children must have all of their basic needs met including food, warmth, water, rest, security and safety, in the setting and at home. We have a responsibility to ensure these needs are being met and to act on any concerns.

Children need positive relationships with all the adults that help them to grow, learn and develop.

The physical environment at Finch Nest Preschool is safe as well as stimulating to allow children to display high levels of well-being and involvement.

### Procedure

- We are alert to any issues of concern in the child's life, at home or elsewhere.
  - Staff, parents, visitors or anyone who has a safeguarding concern regarding a child or family at Finch Nest Preschool, should report their concerns by completing the form at: [www.finchnestpreschool.co.uk/safeguarding](http://www.finchnestpreschool.co.uk/safeguarding) immediately or as soon as possible.
- One member of staff is the Designated Safeguarding Lead, with responsibility to safeguard all children in the setting - see the [Child Protection Policy](#).
- A named Deputy Designated Safeguarding Lead, who is capable and qualified, will take charge in the absence of the Designated Safeguarding Lead.
- The Designated Safeguarding Lead and Deputy Designated Safeguarding Lead will take part in Level 3 Safeguarding training every 2 years.
- All staff take part in annual Safeguarding training. New members of staff undertake the training as part of their induction.
- We outline all steps to safeguard children, documenting how any cause for concern will be reported to relevant bodies, in line with the [Child Protection Policy](#) and in accordance with local safeguarding partners. (<https://kccchildrens.kent.gov.uk/web/portal/pages/home>)
- Our staff will record any unexplained bruises, marks or signs of possible abuse or neglect at the earliest opportunity in line with the [Child Protection Policy](#), and report to the Designated Safeguarding Lead or Deputy Designated Safeguarding Lead.

- Finch Nest Preschool will only release children to the parent/carer or to someone named and authorised by them.
- We support children to be aware of their own safety and develop strategies to learn about their bodies, give consent and say no.
- We have a duty to recognise any inappropriate behaviour displayed by other members of staff in line with the [Public Interest Disclosure \(Whistleblowing\) Policy](#).
- Regular emergency evacuation drills are undertaken, and clear procedures are in place to summon help in English.
- We have risk assessments in place to identify hazards that could cause injury or illness. We assess how likely it is that a child or adult could be harmed and detail the action to minimise the hazard and control the risk.
- In conjunction with parents/carers, we will establish a sleep and rest routine, ensuring children are settled, checked and kept safe while sleeping.
- Intimate care will be provided in line with our [intimate care policy](#).
- We pay due regard to the [Prevent Duty](#) guidance and work in partnership with other professionals.
- We ensure that at least one person who has a current paediatric first aid certificate is on the premises at all times and accompanies children on outings.
- We ensure that all staff maintain confidentiality and understand the legal and GDPR requirements that exist to protect information relating to the child in line with [Information and Records Policy](#) and [Acceptable Use Policy](#).

**Other useful policies:**

- [Emergency Evacuation](#)
- [Intimate Care](#)
- [Child Protection Policy](#)
- [Information and Records Policy](#)
- [Acceptable Use Policy](#)
- [Public Interest Disclosure \(Whistleblowing\) Policy](#).