



SAFEGUARDING POLICY

It is my responsibility here at Oakfield to safeguard and protect each individual child in my setting. Before anyone enters the premises each morning, I will do a check to make sure there are no potential hazards, such as hazardous materials being left out or electrical sockets being left uncovered.

I will ensure all risk assessments are fully carried out and updated when necessary. This also includes risk assessments for trips. I will make sure all equipment and toys are safe and age appropriate for all children. The setting is cleaned regularly to stop the spread of infection. To stop cross-infection, food is stored and disposed of correctly, and the kitchen is always kept clean to stop the spread of bacteria and germs.

Having set boundaries and clear expectations of what behaviour is expected from each child in my setting, these will be displayed and regularly spoken about in order to promote good positive behaviour.

My first responsibility, and priority, is towards the children in my care. If ever I have any concerns of abuse relating to one of the children, I care for I would then follow the correct procedures of contacting the necessary people who are the Local Authority Designated Officer (LADO) or Ofsted if allegations against me, or any members of my family, or other adults or children in my setting who have had contact with minded children.

If at any time I suspect a child in my care is being abused or I or my co-worker has been accused of abuse, I would then follow the correct procedures of:

- Firstly, make note of my name, the setting, child's name, age, time, dates, what was seen/said, who else was present and sign the report at the end.
- Contact the (LADO) Local Authority Designated Officer who will then review the suspected allegation and lead an investigation if needed.
- Wait for a response and DO NOT discuss with anybody only if having to dismiss or suspend a person during the investigation.

There are 4 types of abuse and common physical and behavioural signs to look out for which are:

- **Neglect:** E.g., untreated medical conditions, constantly hungry, inappropriately dressed for weather conditions, weight loss, dirty and smelly, uncombed hair, constantly tired, regularly missing school, arriving or collected late, compulsive stealing or scavenging for food.
- **Physical:** E.g., unexplained injuries, injuries that have not been treated, injuries in uncommon places, hand and finger mark bruising, broken bones, bites and burns, fear of going home, flinching when approached or touched,



outbursts and aggressive behaviour, unnatural compliance with parents or carers.

- **Emotional:** E.g., physical, and emotional delayed development, sudden speech disorders, a failure to grow and thrive, nervous behaviour, body rocking, unwillingness or inability to play, self-harm, reluctance to parent contact.
- **Sexual:** E.g., regular discharge/urine tract infection without apparent cause, sexually transmitted infections, stomach pains or discomfort when the child is walking or sitting down, pain/itching/bruising/bleeding from the genital or anal area, sudden change in behaviour, fear of a specific person, sexual behaviour/knowledge/drawings

Useful contact numbers:

- LADO officer: Yasmin Ahmed 020 8461 7208
- Ofsted: 0300 123 1231
- Bromley social services 020 8461 7373 If you need to discuss an immediate safeguarding concern, you can contact Bromley children and Families hub through the following contact methods:
- Call: children's services (Monday to Friday, 8:30am to 5pm) on 020 8461 7373 / 7379 or call out of hours/weekends/public holidays on 0300 303 8671.
- Email: Bromley Children and Families Hub (C&F Hub) at candfhub@bromley.gov.uk