

# PLAYWAM

## **SAFEGUARDING AND CHILD PROTECTION**

An overview of the principles and practice we follow at Playwam

Updated September 2023

### Introduction

Safeguarding children is everyone's responsibility. .

'Everyone who works with children... has a responsibility for keeping them safe'. 'No single professional can have a full picture of a child's needs and circumstances and, if children and families are to receive the right help at the right time, everyone who comes into contact with them has a role to play in identifying concerns, sharing information and taking prompt action.'

*Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children July 2018*

Playwam actively promotes an awareness of safeguarding and the welfare of children in their care.

- All practitioners act as a positive role model and promote high self-esteem in all the children.
- All practitioners are confident in their knowledge of how to respond to child protection concerns and to ask for help, advice and training when needed.
- Practitioners help children learn about how to recognize and manage risks that they may face (using appropriate level of language) and act to keep themselves safe.
- Practitioners promote the safe use of technology and help young children understand any potential risks this may present and have clear rules regarding the use of the internet, social media and any other modern technology tools within and outside Playwam.
- Practitioners work with parents and carers to build an understanding of Playwam's responsibilities to the welfare of children, and have a safe and robust recruitment procedure.

### **Child Protection – Playwam's Responsibilities**

Early years and childcare providers have a duty under Section 40 of the Childcare Act 2006 to comply with the Statutory Framework for the Early Years Foundation Stage (EYFS), September 2021 .

- Playwam must be alert to any issues for concern in the child's life at home or elsewhere.
- A practitioner must be designated to take lead responsibility for safeguarding children in every setting.
- Training must enable staff to identify signs of possible abuse and neglect at the earliest opportunity and to respond in a timely and appropriate way.
- Playwam must take into account the Government's statutory guidance 'Working Together to Safeguard Children and to the Prevent Duty guidance for England and Wales 2018.'
- Playwam will only release children into the care of individuals when notified by the parent and must ensure children do not leave the premises unattended. Reasonable steps are taken to prevent unauthorised persons entering the premises and have an agreed procedure for checking visitors.
- If Playwam have concerns about children's safety or welfare, they must notify agencies with statutory responsibilities without delay. This means Single Point of Access (SPA) and, in emergencies, the police.
- Playwam must inform Ofsted of any allegations of serious harm or abuse by any person living, working, or looking after children at the premises (whether the allegations relate to harm or abuse committed on the premises or elsewhere) and actions taken within 14 working days.
- Playwam will ensure that all safeguarding and child protection policies are annually reviewed.

- The safeguarding policy, in the event of an allegation being made against a member of staff, must contain an explanation of the action to be taken if you are worried about a child, and cover the use of mobile phones and cameras in the setting.
- Playwam must keep accurate attendance records and be aware of poor attendance.
- Playwam will link the safeguarding policy to any supporting documents and other policies.
- Playwam follows an e-safety policy and clear rules regarding the use of the internet, social media, and any other modern technology tools within and outside the workplace.
- Playwam will coordinate the early identification of vulnerable children, with the involvement of parents and carers and actively participate in the Early Help Assessment and Planning Tool process.

**The designated Safeguarding and Child Protection Officer at Playwam is: Emma Ghuman**

**The deputy designated Safeguarding and Child Protection Officer is: Jo Gutcher / Sue O'Byrne**

**Contact details: St Marys Parish Hall  
Langham Road  
Teddington  
TW11 9HF**

**Tel: 07769614611**

**Email: [info@playwam.org.uk](mailto:info@playwam.org.uk)**

### **Roles**

- refer suspected abuse or neglect of children and young people to SPA. Urgent concerns must be reported immediately even if the designated safeguarding and child protection person is not available;
- report allegations made against members of staff to the local authority designated officer (LADO) through SPA. This is known as the duty to refer;
- develop and update child protection and other safeguarding policies ensuring staff are made aware of their responsibilities and families are familiar with how to raise a concern;
- ensure that confidential records are kept of any concerns about a child or young person and of any conversation or referrals to statutory agencies;
- provide support, supervision and advice for any staff member, volunteer or student with a safeguarding or child protection concern;
- provide safeguarding and child protection induction for new staff, students and volunteers;
- have an understanding of the Local Safeguarding Children's Board procedures;
- ensure their own safeguarding training is up-to-date and follow the recommended training requirements;
- ensure all safeguarding and child protection training is cascaded to the whole staff team, including new staff, bank or agency staff or volunteers;
- ensure staff have appropriate child protection and safeguarding training and maintain training records;
- co-operate with any request for information from the local authority such as child protection training returns and self-evaluative forms for safeguarding and child protection compliance with section 11 of the Children Act 2004.

## What is Safeguarding?

Safeguarding children is the action we take to promote the welfare of children and protect them from harm – it is everyone's responsibility. Everyone who comes into contact with children and families has a role to play.

Safeguarding is:

- protecting children from maltreatment;
- preventing impairment of children's health or development;
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care;
- taking action to enable all children to have the best outcomes.

Child protection refers to the activity that is undertaken to protect specific children who are suffering, or are likely to suffer, significant harm.

*Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children July 2018*

## What is Child Abuse and Neglect?

Child abuse is a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (for example, via the internet). They may be abused by an adult or adults, or another child or children.

### Definitions of Abuse and Neglect:

#### **Physical Abuse**

A form of abuse that may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

This is possibly a more obvious form of abuse as injuries can often be seen, but not always. All children acquire bumps and bruises, cuts and grazes from time to time but sometimes the injuries can be found in unusual places which may be cause for concern.

#### **Emotional Abuse**

Emotional abuse is the persistent emotional maltreatment of a child that causes severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or making fun of what they say or how they communicate.

It may feature age or developmentally inappropriate expectations being imposed on children.

These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

#### **Neglect**

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. It is one of the most common forms of abuse.

## **Sexual Abuse**

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing.

They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse.

## **Domestic Violence and Abuse**

The cross-government definition of domestic violence and abuse is 'any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality.'

## **Child Sexual Exploitation (CSE)**

Sexual exploitation is a form of sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under 18yrs of age into sexual activity in exchange for something the victim needs or wants, or /and for the financial advantage or increased status for the perpetrator or facilitator. Child sexual exploitation does not always involve physical contact; it can occur through the use of technology.

## **Child Criminal Exploitation (CCE)**

Child Criminal Exploitation is a form of abuse where an individual or a group take advantage of an imbalance of power to coerce, manipulate or deceive a child under the age of 18 into criminal activity. This can include children being involved in transporting drugs or money (county lines), shoplifting, pickpocketing or carrying weapons. It can also include professional criminals targeting the homes of vulnerable individuals so they can use the property for illegal activities (cuckooing). This can have far reaching effects on their families.

## **Female genital mutilation (FGM)**

FGM 'includes all procedures which involve partial or total removal of the external female genitalia or other injury to the female genital organs for non-medical reasons whether for cultural or other non-therapeutic reasons' (WHO, UNICEF, UNFPA, 1997).

## **Indicators of Abuse**

It is vital that staff are aware of the range of physical and behavioural indicators of abuse and report any concerns to the safeguarding and child protection designated person. It is Playwam's responsibility to report concerns, but that it is not their responsibility to investigate or decide whether a child has been abused.

Indicators could take a number of forms, and individual indicators will rarely, in isolation, provide conclusive evidence of abuse. They will be viewed as part of the picture, and each small piece of information will help the safeguarding and child protection designated person decide how to proceed. Playwam does not need absolute proof that the child is at risk to act.

## **Single Point of Access (SPA)**

Kingston and Richmond SPA acts as a central hub and front door for Children services.

Professionals and members of the public who have concerns around children and families refer in to SPA where information is collated and decisions are made within 24 hours. Cases may be considered through the multi-agency safeguarding hub (MASH) process. Police officers, health professionals, CAMHS clinicians and Early Help and Education Consultant are all part of the SPA team.

Playwam may contact SPA for initial advice and guidance.

### **Local Authority Designated Officer (LADO)**

The Local Authority Designated Officer (LADO) works within children's services to help safeguard children in accordance with the statutory guidance, Working Together to Safeguard Children 2018. The LADO should be informed, through SPA, of all cases where it is alleged that a person who works with children has:

- behaved in a way that has harmed, or may have harmed, a child;
- Possibly committed a criminal offence against children, or related to a child; or
- behaved towards a child or children in a way that indicates they may pose a risk of harm to children.

Once an allegation has been made, the LADO's role is to capture and co-ordinate the sharing of all the information relating to the case with the officers and agencies that need to be informed.

A LADO information leaflet is available on the KRSCB web pages.

### **Policies and Procedures**

Playwam has a full catalogue of Safeguarding Policies and Procedures which can be found in the Parents and Carers Safeguarding file in the main hall.

These cover and include:

- Child Protection Policy
- Protection Procedure for Staff
- Whistle Blowing
- Prevent Duty
- Policy for FGM
- Policy for the Collection of Children
- Policy for Uncollected Children
- Policy for Lost Children
- Confidentiality Policy
- Safety Policy and Procedures
- Secure Environment
- Guidelines for Emergencies or Serious Accident
- Outings
- Policy for Health and Hygiene
- Healthy Eating Policy
- Policy for Sick Children
- Policy for Medication and the Administration of Drugs.
- Policy and Procedures for Fire Safety and fire alarm info
- No Smoking Policy
- Policy for the use of Mobile Phones, Digital Cameras and e-safety
- Policy for Checking Visitors
- Policy for Managing Children's Behavior
- Policy and Procedure for Bullying
- Babysitting/ Childcare Policy
- Procedure for Comments and Complaints.

## CONTACT DETAILS

### London Borough of Richmond upon Thames

#### **Single Point of Access (SPA)**

Telephone: 020 8547 5008

**Emergency out of hours contact:** 020 8770 500

Online referrals:

[https://www.richmond.gov.uk/home/services/children\\_and\\_family\\_care/single\\_point\\_of\\_access/single\\_point\\_of\\_access\\_for\\_professionals/make\\_a\\_referral\\_to\\_spa.htm](https://www.richmond.gov.uk/home/services/children_and_family_care/single_point_of_access/single_point_of_access_for_professionals/make_a_referral_to_spa.htm)

### **Kingston and Richmond Safeguarding Children Partnership (KRSCP)**

<http://kingstonandrichmondscb.org.uk>

Telephone: 07834 386459

### **Working Together to Safeguard Children 2018**

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/419595/Working\\_Together\\_to\\_Safeguard\\_Children.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419595/Working_Together_to_Safeguard_Children.pdf)

### **Child Line**

[www.childline.org.uk](http://www.childline.org.uk)

### **Ofsted**

[www.ofsted.gov.uk](http://www.ofsted.gov.uk)

### **Prevent Duty Guidance**

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

### **UNICEF**

[www.unicef.org](http://www.unicef.org)

### **NSPCC**

[www.nspcc.org.uk](http://www.nspcc.org.uk)