



St Hugh of Lincoln Nursery School

Safeguarding Children Policy (Summary for Parents)

What follows is a summary of our safeguarding children policy and procedures. Any parent wishing to see the whole policy may request a copy from the Nursery Office.

1. The health, safety and well-being of all our children are of paramount importance to all the adults who work in our nursery school. Our children have the right to protection, regardless of age, gender, race, culture or disability. They have a right to be safe in our school. The Nursery has a duty to report all allegations of sexual abuse to the Designated Officer at the Local Safeguarding Children's Board.

Promoting the health, safety and well-being of all children

The Nursery Manager (Louise Barrie) is responsible for overseeing all areas of safeguarding children in the Nursery.

Procedures are in place to ensure that staff and volunteers in the nursery school are vetted in line with Ofsted guidance.

Visitors to the Nursery are supervised at all times and there are security measures in place to ensure that no-one has unauthorised access to the children.

Responding to suspicions of abuse

1. We acknowledge that abuse of children can take different forms – physical, emotional, and sexual- and can take the form of neglect. When children are suffering from physical, sexual or emotional abuse, or may be experiencing neglect, this may be demonstrated through the things they say (direct or indirect disclosure) or through changes in their appearance, their behaviour, or their play.
2. Where such evidence is apparent, the child's key person will make a dated record of the details of the concern (in accordance with the written procedure) and will discuss what to do with the Nursery Manager (the 'designated person'). The information is noted in a strictly confidential document which is kept in a locked cabinet with the child's personal file.
3. When such suspicions of abuse arise, the staff of the nursery school must take care not to speak to children, or to ask questions of children, in ways which could prejudice a true understanding of the situation.

Allegations against staff

1. If a parent or guardian should ever wish to complain about staff or volunteer action within the setting, which may include an allegation of abuse they are advised first of all to raise their concerns with Louise Barrie at the Nursery. If this is felt to be inappropriate or parents are not satisfied with the response they are invited to write to the Chairman of the Management Committee via the Nursery. A verbal acknowledgement of this complaint will be given within 48 hours.

Parents may also make their complaint directly to Ofsted. Their phone number is 0300 123 1231. Parents making such an allegation should also contact the Oxfordshire Safeguarding Children's Board on 01865 815232.

2. We follow the guidance of the Child Protection Officer of the Catholic Diocese of Birmingham and the Oxfordshire Safeguarding Children Board when responding to any formal allegation that a member of staff or volunteer has abused a child.
3. We refer any such allegation immediately to the local authority 'designated officer' for safeguarding children.
4. We refer any such complaint to Ofsted as soon as is reasonably practicable and always within 14 days of an allegation being made.
5. We co-operate entirely with any investigation carried out by social services and/or the police.

Safeguarding Children within the Early Years Foundation Stage Curriculum

1. We introduce key elements of safeguarding issues into our curriculum to promote the personal, social and emotional development of all children, so that they may grow to be 'strong, resilient and listened-to' and so that they may develop an understanding of why and how to keep safe.

Confidentiality

All suspicions and investigations are kept confidential and shared only with those who need to know. Any information is shared following the guidance of the Oxfordshire Safeguarding Children Committee.