

# **CHILD PROTECTION POLICY**

## **Policy Statement**

My first responsibility and priority is towards the children in my care. If I have any cause for concern I will report it to the relevant authorities. This policy is in line with the West Yorkshire Interagency Consortium Safeguarding Procedures which are on line at [www.proceduresonline.com/westyorkscb](http://www.proceduresonline.com/westyorkscb). I also have a copy of the HM Government guide 'What to do if you're worried a child is being abused.' I understand that child abuse can be physical, sexual, emotional, neglect or a mixture of these. I must notify Ofsted of any allegations of abuse, which are alleged to have taken place whilst the child is in my care.

## **Policy Procedure**

I keep up to date with child protection issues and relevant legislation by taking regular training courses and by reading appropriate publications such as Who Minds? and Ofsted newsletters. This helps me be aware of the signs of abuse or neglect and what to do if I have a concern. I have a copy of the HM Government publication 'What to do if you're worried a child is being abused' which I have read and understood.

If I am concerned about a child's welfare, I may contact the local authority, the NSPCC, the National Childminding Association or other relevant support services for advice. Confidentiality will be assured only when it is clear there is no risk of harm to a child.

Child protection concerns that could identify a particular child are kept confidential and only shared with people who need to know this information.

Parents must notify me of any concerns they may have about their child and any accidents, incidents or injuries affecting the child, which will be recorded.

I work together with parents to make sure the care of their child is consistent.

If I notice:

- Significant changes in behaviour
- Unexpected bruising or marks
- Any comments made which give me cause for concern
- Deterioration in general wellbeing which causes concern

I will implement local procedures by calling Social Care Direct without delay to minimize any risk to the child. I will then follow up by letter within 48 hours. I will keep a factual record of the concern and will ask parents for an explanation, providing it would not put the child at risk.

The national standards for registered childminders require me to let Ofsted know of any concerns that I have reported without delay.

If a child tells me that they or another child is being abused, I will:

- Show that I have heard what they are saying, and that I take their allegations seriously

- Encourage the child to talk, but I will not prompt them or ask them leading questions. I will not interrupt when a child is recalling significant events and will not make a child repeat their account.
- Explain what actions I must take, in a way that is appropriate to the age and understanding of the child
- Write down what I have been told using exact words where possible
- Make a note of the date, time, place and people who were present at the discussion
- Then report my concerns immediately to the duty social worker who has the experience and responsibility to make an assessment of the situation.

If an allegation is made against me or any adult working or living on the childminding premises, I will report it to Ofsted and Social Care Direct. I will also contact N.C.M.A.'s safeguarding children service for advice and support.

In all instances, I will record:

- The child's full name and address
- The date and time of the record
- Factual details of the concern, for example bruising, what the child said, who was present
- Details of any previous concerns
- Details of any explanations from the parents
- Any action taken such as speaking to parents

**It is not my responsibility to attempt to investigate the situation myself.**

Telephone numbers:

- Social Care Direct      0845 8503503
- Ofsted                      0300 1231231
- Police                        0845 6060606
- NCMA                        0800 1694486

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Mrs Beverley Flockton  
Auntie Bev's Childminding