

Chudleigh Pre-school
Registered Charity No: 1028874 PLA No: 22478
Safeguarding Children Policy and Looked After Children Policy

During the COVID Pandemic we have continued to follow our setting safeguarding policies and procedures, and any additional considerations during this time specifically related to COVID have been identified in our Covid risk assessment.

Safeguarding Children Policy – Purpose

Chudleigh Pre-school is committed to:

- Promoting childrens’ rights to be strong, resilient and listened to by:
 - creating an environment that encourages children to develop a positive self image;
 - encouraging children to develop a sense of autonomy and independence;
 - enabling children to have the self-confidence and the vocabulary to resist inappropriate approaches.
- Helping children to establish and sustain satisfying relationships with their families, with peers and with other adults.
- Working with parents to build their understanding of, and commitment to, the principles of safeguarding all our children.
- Working with children, parents and the community to ensure the rights and safety of children are met and to give them the best possible start in life.

Safeguarding Children Policy - Procedures

Key Commitment 1

- **Chudleigh Pre-school is committed to building a ‘culture of safety’ in which children are protected from abuse and harm.**
- Chudleigh Pre-school has two Designated Safeguarding Leads (DSLs) who are responsible for coordinating our child protection issues, Linda Palmer and Rachel Evans, one of whom will be on the premises, or accessible, at all times. Chudleigh Pre-school also has a nominated Committee Member for Safeguarding, Catherine Worth. The DSLs understand Devon Children and Families Partnership (DCFP) safeguarding procedures, attend relevant DCFP training at least every three years, and refresh their knowledge of safeguarding at least annually.
- We ensure all staff are trained to understand our safeguarding policies and procedures and that parents are made aware of them too.
- All staff have an up-to-date knowledge of safeguarding issues, are alert to potential indicators and signs of abuse and neglect and understand their professional duty to ensure safeguarding and child protection concerns are reported to the local authority children’s social care team or the NSPCC. They receive updates on safeguarding at least annually.
- All staff are confident to ask questions in relation to any safeguarding concerns and know not to just take things at face value but can be respectfully sceptical.

- All staff understand the principles of early help (as defined in *Working Together to Safeguard Children, 2015*) and are able to identify those children and families who may be in need of early help and enable them to access it.
- All staff understand DCFP thresholds of significant harm and understand how to access services for families, including for those families who are below the threshold for significant harm.
- All staff understand how to escalate their concerns in the event that they feel either the local authority and/or their own organisation has not acted adequately to safeguard.
- All staff understand what the organisation expects of them in terms of their required behaviour and conduct, and follow our policies and procedures on positive behaviour, online safety (including use of mobile phones), whistleblowing and dignity at work.
- Children have a key person to build a relationship with, and are supported to articulate any worries, concerns or complaints that they may have in an age appropriate way.
- All staff understand our policy on promoting positive behaviour and follow it in relation to children showing aggression towards other children.
- Adequate and appropriate staffing resources are provided to meet the needs of children.
- Applicants for posts within the setting are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974.
- Enhanced criminal records and barred lists checks and other suitability checks are carried out for staff and volunteers prior to their post being confirmed, to ensure that no disqualified person or unsuitable person works at the setting or has access to the children.
- Where applications are rejected based on information disclosed, applicants have the right to know and to challenge incorrect information.
- Enhanced criminal records and barred lists checks are carried out on anyone living or working on the premises.
- Regular volunteers must:
 - be aged 17 or over;
 - be considered competent and responsible;
 - receive a robust induction and regular supervisory meetings;
 - be familiar with all the settings policies and procedures;
 - be fully checked for suitability;
 - not work unsupervised.
- Information is recorded about staff qualifications, and the identity checks and vetting processes that have been completed including:
 - the criminal records disclosure reference number;
 - certificate of good conduct or equivalent where a UK DBS check is not appropriate;
 - the date the disclosure was obtained; and
 - details of who obtained it.
- Chudleigh Pre-school ensures that at least one member of every recruitment panel has received the appropriate recruitment and selection training.
- All staff and volunteers are informed that they are expected to disclose any convictions, cautions, court orders or reprimands and warnings which may affect their suitability to work with children (whether received before or during their employment with us).
- All staff and volunteers are required to notify us if anyone in their household (including family members, lodgers, partners etc.) has any relevant convictions, cautions, court orders, reprimands or warnings or has been barred from, or had registration refused or cancelled in relation to any childcare provision or have had orders made in relation to care of their children.

- Where a member of staff or a volunteer is dismissed from the setting because of misconduct relating to a child, we notify the Independent Barring Board administrators so that the name may be included on the Protection of Children and Vulnerable Adults Barred List. At no point will the Committee accept the resignation of a member of staff under investigation of allegations or concerns against them.
- Procedures are in place to record the details of visitors to the setting.
- Security steps are taken to ensure that we have control over who comes into the setting so that no unauthorised person has unsupervised access to the children.
- Steps are taken to ensure children are not photographed or filmed on video for any other purpose than to record their development, for displays within the setting, or their participation in events organised by us. Parents sign a consent form and have access to records holding visual images of their child.
- Any personal information is held securely and in line with data protection requirements and guidance from the ICO.
- The DSL has responsibility for ensuring that there is an adequate online safety policy in place.
- We keep a written record of all complaints and concerns including details of how they were responded to.
- We ensure that robust risk assessments are completed, that they are seen and signed by all relevant staff and that they are regularly reviewed and updated, in line with our health and safety policy
- The Designated Safeguarding Lead is required to attend - or ensure that a senior member of staff who has the relevant training and access to appropriate supervision attends - where appropriate, all child protection case conferences, reviews, core groups or meetings where it concerns a child at our setting, and to contribute to multi-agency discussions to safeguard and promote the child's welfare.
- The DSL is responsible for ensuring the acceptable, safe use and storage of all camera technology, images, and mobile phones, tablets and smart watches through the implementation, monitoring and reviewing of the appropriate policies and procedures. See our Acceptable Use policy, Camera and Image Policy, ICT Misuse Policy, Internet Policy and Mobile Device Policy.
- The Counter Terrorism and Security Act 2015, which places a duty on early years and childcare providers "to have due regard to the need to prevent people from being drawn into terrorism" (The Prevent Duty), is implemented, taking into account the Local Safeguarding Children's Board 'Prevent' policies, protocols and procedures. We ensure that the Fundamental British Values are interpreted and implemented as stated in the EYFS.

Key Commitment 2

Chudleigh Pre-school is committed to responding promptly and appropriately to all incidents or concerns of abuse that may occur and to work with statutory agencies in accordance with the procedures that are set down in "What to do if you're worried a child is being abused" (HMG 2015) and the Care Act 2014.

Responding to suspicions of abuse

- We acknowledge that abuse of children can take different forms - physical, emotional, and sexual, as well as neglect.
- We ensure that all staff have an understanding of the additional vulnerabilities that arise from special educational needs and/or disabilities, plus inequalities of race, gender, language,

religion, sexual orientation or culture, and that these receive full consideration in relation to child, young person or vulnerable adult protection.

- When children are suffering from physical, sexual or emotional abuse, or experiencing neglect, this may be demonstrated through:
 - significant changes in their behaviour;
 - deterioration in their general well-being;
 - their comments which may give cause for concern, or the things they say (direct or indirect disclosure);
 - changes in their appearance, their behaviour or their play;
 - unexplained bruising, marks or signs of possible abuse or neglect; and
 - any reason to suspect neglect or abuse outside the setting.
- We take into account factors affecting parental capacity, such as social exclusion, domestic violence, parent's drug or alcohol abuse, mental or physical illness or parent's learning disability.
- We are aware of other factors that affect children's vulnerability such as abuse of disabled children; fabricated or induced illness; child abuse linked to beliefs in spirit possession; sexual exploitation of children, including through the internet; Female Genital Mutilation; and radicalisation or extremism that may affect, or may have affected, children and young people using our provision.
- In relation to radicalisation and extremism, we follow the Prevent Duty guidance for England and Wales published by the Home Office and DCFP procedures on responding to radicalisation.
- The DSL completes online Channel training, online Prevent training and attends local WRAP training where available to ensure they are familiar with the local protocol and procedures for responding to concerns about radicalisation.
- We are aware of the mandatory duty that applies to teachers and health workers to report cases of Female Genital Mutilation to the police.
- We also make ourselves aware that some children and young people are affected by gang activity, by complex, multiple or organised abuse, through forced marriage or honour-based violence, or may be victims of child trafficking. While this may be less likely to affect young children in our care, we may become aware of any of these factors affecting older children and young people who we may come into contact with.
- Where we believe that a child in our care or that is known to us may be affected by any of these factors we follow the procedures below for reporting child protection concerns.
- Where such evidence is apparent, the person noticing makes a dated record of the details of the concern and discusses what to do with the Designated Safeguarding Lead, who will ensure the information is stored confidentially in the child's personal file.
- We refer concerns to the relevant agency including MASH, Children and Young People's Service, Social Care or the Police and co-operate fully in any subsequent investigation.
- In the event that a staff member or volunteer is unhappy with the decision made by the DSL in relation as to whether to make a safeguarding referral, they must follow escalation procedures.
- We take care not to influence the outcome either through the way we speak to children or by asking questions of children.
- We take account of the need to protect young people aged 16-19 as defined by the Children Act 1989. This may include students or school children on work placement, young employees or young parents. Where abuse is suspected we follow the procedure for reporting any other child protection concerns. The views of the young person will always be taken into account, but

the setting may override the young person's refusal to consent to share information if it feels that it is necessary to prevent a crime from being committed or intervene where one may have been, or to prevent harm to a child or adult. Sharing confidential information without consent is done only where not sharing it could be worse than the outcome of having shared it.

Recording disclosures and suspicions of abuse

Where a child makes comments to a member of staff that give cause for concern (a disclosure), or a member of staff observes signs or signals that give cause for concern (such as significant changes in behaviour; deterioration in general well-being; unexplained bruising, marks or signs of possible abuse or neglect) that member of staff:

- listens to the child, offers reassurance and gives assurance that she or he will take action;
 - does not question the child, although it is ok to ask questions for the purposes of clarification;
 - makes a written record that forms an objective record of the observation or disclosure that includes: the date and time of the observation or the disclosure; the exact words spoken by the child as far as possible; the name of the person to whom the concern was reported, with the date and time; and the names of any other person present at the time.
- These records are signed and dated and the Designated Safeguarding Lead is informed of the issue at the earliest opportunity. The records are kept in the child's personal file, which is kept securely and confidentially.

Making a referral to the Multi-Agency Safeguarding Hub (MASH)

- We will submit a referral to the MASH, based on DCFP guidelines and "What to do if you're worried a child is being abused" (HMG 2015).
- We keep a copy of this document and follow the detailed guidelines given.
- All members of staff are familiar with the settings Safeguarding Children Policy and follow the procedures for recording and reporting.

Escalation process

- If we feel that a referral made has not been dealt with properly or that concerns are not being addressed or responded to, we will follow the DCFP escalation process.
- We will ensure that staff are aware of how to escalate concerns.

Informing parents

- Parents are normally the first point of contact. Concerns are discussed with parents to gain their view of events, unless it is felt that this may put the child at risk, or interfere with the course of a police investigation. Advice will be sought from social care if necessary.
- Parents are informed when we make a record of concerns in their child's file and that we also make a note of any discussion we have with them regarding a concern.
- If a suspicion of abuse warrants referral to social care, parents are informed at the same time that the referral will be made, except where the guidance of the DCFP does not allow this.
- If there is a possibility that advising a parent beforehand may place a child at greater risk (or interfere with a police response) the DSL should seek advice from children's social care, about whether or not to advise parents beforehand, and should record and follow the advice given.

Liaison with other agencies

- We work within the Devon Children and Families Partnership guidelines.
- The current version of 'What to do if you're worried a child is being abused' is available for parents and staff and all staff are familiar with what they need to do if they have concerns.
- We have procedures for contacting the local authority regarding child protection issues, including maintaining a list of names, addresses and telephone numbers of social workers, to ensure that it is easy, in any emergency, for the setting and children's social care to work well together.
- We notify Ofsted of any incident or accident and any changes in our arrangements which may affect the well-being of children or where an allegation of abuse is made against a member of staff (whether the allegations relate to harm or abuse committed on our premises or elsewhere). Notifications to Ofsted are made as soon as is reasonably practicable, but at the latest within 14 days of the allegations being made.
- Contact details for the local National Society for the Prevention of Cruelty to Children (NSPCC) are also kept.

Allegations against staff

- It is important that staff and volunteers avoid putting themselves in situations that may lead to allegations being made against them.
- We ensure that all parents know how to complain about the behaviour or actions of staff or volunteers within the setting, which may include an allegation of abuse.
- Any member of staff who hears an allegation of abuse against another member of staff or volunteer should report the matter immediately to the Designated Safeguarding Lead, unless the DSL is the person against whom the allegation has been made, in which case the Chairperson should be informed immediately. The DSL should obtain a written account of the allegation.
- The DSL or Chair will immediately refer the allegation to the Local Authority Designated Officer (LADO), using their notification form, and record that this allegation and referral have been made. They can also be contacted on 01392 384964 for advice. Ofsted must also be informed within 14 days.
- The DSL (or Chairperson, as appropriate) will follow advice from the LADO. There will be one of four possible outcomes of the LADO's initial investigation:
 - An immediate referral to LADO;
 - Reason to suppose abuse could have occurred and that referral under the LADO or under internal disciplinary procedures may be necessary;
 - The allegation is apparently without foundation;
 - The allegation was prompted by inappropriate behaviour that needs to be considered under the settings disciplinary procedures (see Disciplinary and Grievance Policy for Pre-school employees).
- The DSL will, with permission from LADO
 - inform the child, children, parent or member of staff making the allegation of the likely course of action,
 - Inform the child's or children's parents of the likely course of action
 - Inform the member of staff or volunteer against whom the allegation is made of the likely course of action,
 - Inform the Chairperson of Chudleigh Pre-school

- Inform Ofsted of the likely course of action
- Ensure confidentiality is maintained by all those directly involved in the procedures. The protection of the child remains paramount, but the child, family and alleged perpetrator have rights of confidentiality
- The DSL, working with the Chairperson, the committee member responsible for Safeguarding and the Staffing Officer, on behalf of the committee, will instigate disciplinary procedures at the earliest point, in tandem with child safeguarding procedures should permission from the LADO be given. In the event that the child protection procedure is inconclusive or does not result in a criminal conviction, the Pre-school can take action if 'gross misconduct' is identified or if appropriate training is required.
- Where, following investigation, the allegation is found to be without foundation,
 - consideration will be given whether the child might have been abused by someone else;
 - inform the member of staff or volunteer of the allegation and that fact that no further action is to be taken under disciplinary or safeguarding children procedures,
 - consider whether counselling might be appropriate for the member of staff/volunteer
 - inform the parents of the child or children of the allegation and the outcome,
 - consider whether counselling might be appropriate for the child or children who made the allegation(s) and, where appropriate, their parents.
 - Prepare a report, setting out in conclusion that the allegation is without foundation, with reasons. Ensure a copy of this report is forwarded to Ofsted.
- Suspension of staff will not be undertaken without good reason. Where the committee and children's social care agree it is appropriate the member of staff or volunteer will be suspended for the duration of the investigation. This is not an indication of admission that the alleged incident has taken place, but is to protect the staff as well as the children and the families throughout the process.
- At no point will the Committee accept the resignation of a member of staff under investigation of allegations or concerns against them. Perpetrators of child abuse often try to avoid any concerns about their behaviour being recorded in their employment record by resigning before investigations are complete, thus leaving them free to work with children in the future.
- Where a member of staff or a volunteer is dismissed from the setting because of misconduct relating to a child, we notify the Independent Barring Board administrators so that the name may be included on the Protection of Children and Vulnerable Adults Barred List.

Peer on Peer Abuse

We recognise that children can be vulnerable to abuse by their peers. Such abuse should be taken as seriously as abuse by adults and should be subject to the same child protection procedures. We take steps to intervene immediately where we witness or become aware of this behaviour and we work closely with children to help them to understand their emotions and to become aware of the effects of their actions. Incidents are recorded in our Incident Log and/or the child's individual Safeguarding file. Our Behaviour Management policy lays out in more detail how we handle abusive behaviour by children on their peers.

Domestic Violence

We are aware of the impact of domestic violence and alert to the signs. Our Designated Safeguarding Leads know where to direct parents, where this may be a concern and we display posters signposting domestic violence support lines on our noticeboards. We extend this awareness to all members of our pre-school community i.e. to our staff members as well as parents.

Key Commitment 3

Chudleigh Pre-school is committed to promoting awareness of child abuse issues throughout its training and learning programmes for adults. It is also committed to empowering young children, through its early childhood curriculum, promoting their right to be strong, resilient and listened to.

Training

- We seek out training opportunities for all adults involved in the setting to ensure that they are able to recognise the signs and signals of possible physical abuse, emotional abuse, sexual abuse (including sexual exploitation) and neglect and that they are aware of the local authority guidelines for making referrals.
- We ensure that all staff knows the procedures for reporting and recording their concerns in the setting.
- The Designated Safeguarding Leads receive appropriate training, as recommended by DCFP, every three years and refresh their knowledge and skills at least annually.
- All staff receive appropriate training every three years and receive updates on safeguarding via emails and/or discussion at staff meetings at least once a year.

Planning

- The layout of the setting allows for constant supervision and the movement of staff between different areas ensures that we maintain the appropriate child-staff ratios. Staff make sure that when they are taking a child/children out of the room to the toilet that they inform another member of staff.

Curriculum

- We introduce key elements of keeping children safe into our programme to promote the personal, social and emotional development of all children, so that they may grow to be strong, resilient and listened to, and that they develop an understanding of why and how to keep safe.
- We create within the setting a culture of value and respect for the individual, having positive regard for children's heritage arising from their colour, ethnicity, languages spoken at home, cultural and social background and also gender and disability.
- We ensure that this is carried out in a way that is developmentally appropriate for the children.

Confidentiality

- All suspicions and investigations are kept confidential and shared only with those who need to know. Any information is shared under the guidance of the Devon Children and Families Partnership and with reference to the '7 Golden Rules' (see appendix 1).

Support to Families

- We believe in building trusting and supportive relationships with families, staff and volunteers in the group.

- We make clear to parents our role and responsibilities in relation to child protection, such as for the reporting of concerns, providing information, monitoring of the child, and liaising at all times with the local children's social care team.
- We will continue to welcome the child and the family whilst investigations are being made in relation to any alleged abuse.
- We follow the Child Protection Plan as set by the child's social care worker in relation to the pre-school's designated role and tasks in supporting that child and their family, subsequent to any investigation.
- Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child in accordance with the Confidentiality and Client Access to Records procedure and only if appropriate under the guidance of the DCFP

Looked After Children Policy

Purpose:

Early years settings are committed to providing quality provision based on equality of opportunity for all children and their families. All staff are committed to doing all they can to enable 'looked after' children in their care to achieve and reach their full potential.

Definition of 'Looked after Children' (LAC): *Children and young people become 'looked after' if they have either been taken into care by the local authority, or have been accommodated by the local authority (a voluntary care arrangement). Most LAC will be living in foster homes, but a smaller number may be in a children's home, living with a relative or even placed back home with their natural parent(s).*

We recognise that children who are being looked after have often experienced traumatic situations; physical, emotional or sexual abuse or neglect. However, we also recognise that not all looked after children have experienced abuse and that there are a range of reasons for children to be taken in to the care of the local authority. Whatever the reason, a child's separation from their home and family signifies a disruption in their lives that has impact on their emotional well-being.

Principles

- The term 'looked after child' denotes a child's current legal status; this term is never used to categorise a child as standing out from others. We do not refer to such a child using acronyms such as LAC.
- We offer places for funded two, three and four-year-olds who are in care to ensure they receive their entitlement to early education. We expect that a child will have been with a foster carer for a minimum of one month and has formed a secure attachment to the carer. We expect that the placement in the setting will last a minimum of six weeks.
- Where a child who normally attends our setting is taken into care and is cared for by a local foster carer we will continue to offer the placement for the child.

Procedures

- The designated person for looked after children is the Designated Safeguarding Lead (DSL).
- Every child is allocated a key person before they start and this is no different for a looked after child. The DSL ensures the key person has the information, support and training necessary to meet the looked after child's needs.
- The DSL and the key person liaise with agencies, professionals and practitioners involved with the child and his or her family, and ensures appropriate information is gained and shared.
- The setting recognises the role of the local authority social care department as the child's 'corporate parent' and the key agency in determining what takes place with the child. Nothing changes, especially with regard to the birth parents' or foster carer's role in relation to the setting without prior discussion and agreement with the child's social worker.
- At the start of a placement there is a professionals meeting that will determine the objectives of the placement and draw up a care plan that incorporates and the child's learning needs. This plan is reviewed after two weeks, six weeks and three months. Thereafter at three to six monthly intervals.
- The care plan needs to consider such issues for the child as:
 - the child's emotional needs and how they are to be met;
 - how any emotional issues and problems that affect behaviour are to be managed;
 - the child's sense of self, culture, language/s and identity – how this is to be supported;
 - the child's need for sociability and friendship;
 - the child's interests and abilities and possible learning journey pathway; and
 - how any special needs will be supported.
- In addition the care plan will also consider:
 - how information will be shared with the foster carer and local authority (as the 'corporate parent') as well as what information is shared with whom, and how it will be recorded and stored;
 - what contact the child has with his/her birth parent(s) and what arrangements will be in place for supervised contact. If this is to be the setting, then when, where and what form the contact will take will be discussed and agreed;
 - what written reporting is required;
 - wherever possible, and where the plan is for the child's return home, the birth parent(s) should be involved in planning; and
 - with the social worker's agreement, and as part of the plan, the birth parent(s) should be involved in the pre-school's activities that include parents (such as fun-days, Nativity plays, Christmas parties, etc) alongside the foster carer.
- The settling-in process for the child is agreed. It should be the same as for any other child, with the foster carer taking the place of the parent, unless otherwise agreed. It is even more important that the 'proximity' stage is followed until it is visible that the child has formed a relationship with his or her key person sufficient to act as a 'secure base' to allow the gradual separation from the foster carer. This process may take longer in some cases, so time needs to be allowed for it to take place without causing further distress or anxiety to the child.
- In the first two weeks after settling-in, the child's well-being is the focus of observation, their sociability and their ability to manage their feelings with or without support.
- Further observations about communication, interests and abilities will be noted to firm a picture of the whole child in relation to the Early Years Foundation Stage 7 areas of learning.
- Concerns about the child will be noted in the child's file and discussed with the foster carer.

- If the concerns are about the foster carer's treatment of the child, or if abuse is suspected, these are recorded in the child's file and reported to the child's social care worker according to the pre-school's Safeguarding Policy.
- Regular contact should be maintained with the social worker through planned meetings that will include the foster carer.
- Transition to school will be handled sensitively and the DSL and / or the child's key person will liaise with the school, passing on relevant information and documentation with the agreement of the looked after child's birth parents.

Useful Contact names, addresses and telephone numbers:

Contact details for our two DSLs are kept available to staff only at both sites.

[Devon Children and Families Partnerships](#)

[South West Child Protection Procedures](#)

[Devon Early Years and Childcare Service](#)

[Child Exploitation and Online Protection Agency](#)

[NSPCC](#)

Multi-agency Safeguarding Hub (MASH) 0345 155 1071

Out of hours: 0845 6000 388

email: mashsecure@devon.gov.uk

MASH Consultation Line 0345 155 1071 (ask for Consultation Line)

Early Help co-ordination centre 0345 155 1071 (ask for Early Help)

[Early Help information](#)

Teignbridge, South and West Devon CYPS: 01392 386000

Out of hours for CYPS (Social Care):

5pm -9am and at weekends and public holidays, please contact:

Emergency Duty Service 0845 6000 388 (low-rate call)

Police Central Referral Unit: 0845 605 116

EYCS Consultation Service:

If you have concerns about a child but are unsure whether to make a MASH enquiry. The number for our locality is:

Sue Bolt - Locality Manager for South West Devon 01392 383000 / 01626 324982

DCFP

DCFP Office: 01392 383000

DCFP Head of Safeguarding: 01392 386091

Child Protection Chairs and Local Authority Designated Officers for managing allegations against staff:

Allegations against staff LADO Referral Co-ordinator 01392 384964

[Training and Resources on managing allegations](#)

Devon's Domestic Abuse Helpline 0345 155 1074

Operation Encompass helpline (for advice and support when we have received a call – from when rolled out to Devon Early Years settings, autumn 2021) 8-11 am: 0204 513 9990

Prevent – Police: call 101 and ask for Prevent Team, or

Police Referral email: prevent@devonandcornwall.pnn.police.uk

- Department for Education 'Prevent Duty' helpline: 020 7340 7264, or

DoE email: counter.extremism@education.gsi.gov.uk

Female Genital Mutilation Helpline: 0800 028 3550

NSPCC Helpline 0808 800 5000

Action for Children (Local Children's Centre) for referrals:

Service Leads - emma.stephens@actionforchildren.org.uk or sarah.blake@actionforchildren.org.uk

Senior Child and Family Practitioner: - Claire Bryant
claire.bryant@actionforchildren.org.uk or 07540 919774

Public Health Nursing Hub (includes Health Visitors) for South Devon:

0333 234 1901 or email: rde-tr.SouthernPHNhub@nhs.net

Multi-Agency Safeguarding Hub – MASH

MASH contributes to improved outcomes for safeguarding children because it has the ability to swiftly collate and share information held by the various agencies and to provide a multi-agency risk assessment of each case for 'actual or likely harm'.

Manages contacts and enquiries received from any source (usually CYPS and Police VIST vulnerable incident screening tool)

Develops a document recording the concern information and all other agencies information available within agreed timescales and a social worker manager makes an informed decision using all of the available information.

Develops concern information into a social care referral if services are required under section 17 or section 47 of The Children Act 1989

- Liaises with the Early Help for children and young people who need services but do not meet The Children Act 1989 threshold
- Provides consultation line to agency enquirers about thresholds, appropriate action to be undertaken and services.

- **Related Policies:**
 - Children's Records Policy
 - Behaviour Management Policy

- Confidentiality and Client Access to Records Policy
- Confidentiality and Data Protection Policy
- ICT Policies: Acceptable Use Policy, Internet Policy, Camera and Image Policy, ICT Misuse Policy, Mobile Device Policy
- Health and Safety Policy
- Information Sharing Policy
- Intimate Care and Nappy Changing Policy
- Privacy Policy
- Provider Records Policy
- Recruitment and Retention File
- Staff Code of Conduct
- Working in Partnership with Other Agencies Policy
- Children's Records Policy

Legal framework

Primary legislation

- Children Act (1989 s47)
- Protection of Children Act (1999)
- The Children Act (2004 s11)
- Safeguarding Vulnerable Groups Act (2006)
- Childcare Act (2006)
- Equality Act (2010)
- General Data Protection Regulations (2018)
- Childcare (Disqualification) Regulations (2009)
- Children and Families Act (2014)
- Care Act (2014)
- Serious Crime Act (2015)
- Counter-Terrorism and Security Act (2015)

Secondary legislation

- Sexual Offences Act (2003)
- Criminal Justice and Court Services Act (2000)

Further guidance

- Working Together to Safeguard Children (HMG, 2015)
- What to do if you're Worried a Child is Being Abused (HMG, 2015)
- Framework for the Assessment of Children in Need and their Families (DoH 2000)
- The Common Assessment Framework for Children and Young People: A Guide for Practitioners (CWDC 2010)
- Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004 (HMG 2008)
- Hidden Harm – Responding to the Needs of Children of Problem Drug Users (ACMD, 2003)
- Information Sharing: Guidance for Practitioners providing Safeguarding Services (DfE 2015)
- Disclosure and Barring Service: www.gov.uk/disclosure-barring-service-check
- Revised Prevent Duty Guidance for England and Wales (HMG, 2015)
- Inspecting Safeguarding in Early Years, Education and Skills Settings, (Ofsted, 2019)

Policy Reviewed October 2015

Policy Reviewed October 2017

Policy Reviewed January 2019

Policy Reviewed June 2021