

<b>Policy:</b>	<b>CHILD PROTECTION POLICY STATEMENT (EXT GROUPS &amp; SERVICES)</b>
<b>Reviewed:</b>	February 2017
<b>Next Review:</b>	3 years or as legislation may require
<b>Responsibility:</b>	Senior Family Support Worker / DSL
<b>Category:</b>	Safeguarding (Childcare)

**This guidance is to be read in conjunction with the  
Safe Working Practice for Staff Policy.**

Walton Lane Nursery School and Rocking Horse Club accepts that the welfare of children accessing these premises is paramount and all possible measures shall be put in place to ensure that this is a safe place for children to be. We recognise that our duty is to take such care as deemed reasonable in the circumstances to ensure that children using the premises will be safe whilst using said premises for the purpose for which they are permitted.

We are also aware that the standard of care expected in relation to children is higher than in relation to adults because group leaders must expect children to be less careful than adults.

The child's welfare refers to the protection from accidents, alarm and abuse. Appropriate procedures for dealing with situations and/or accidents have been defined; this includes telephone numbers for the appropriate agencies to be contacted.

Group Leaders and volunteers are to be aware of this policy and are expected to abide by it:

- Adults supervising the group will be subject to an Enhanced DBS check
- Adults will not have pre-arranged, unsupervised access to groups of children
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## ■ Good Practice Guidelines

- The group leader to ensure that adequate and regularly up-dated risk assessments are carried out for all activities on site.
- The group leader to ensure that there is appropriate adult ratios to ensure the safety of the children.
- The group leader/ volunteers to be aware of the health and safety requirements of the building e.g. fire procedures.
- The group leader to ensure that adults avoid being alone with a child.
- Avoid unnecessary physical contact with a child.
- Where an activity requires physical interaction, always ensure another adult is with you.

# Walton Lane Nursery School & Rocking Horse Club

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- Never leave a child alone and unaccompanied; be aware of possible dangers from other members of the public.
- Never allow a child to leave a group activity unaccompanied.
- Ensure that children are supervised at all times when using outside speakers/entertainers.
- Ensure first-aid arrangements are adequate. All adults will be aware of the location of first aid boxes. All first aid equipment is suitable and well maintained.
- Always enter accidents or the administering of first aid into the Accident Book.

## ■ Procedure in the Event of an Incident

- If a child hurts themselves this should be entered into the accident book, even for minor injuries.
- In serious cases, where a parent is unable to be located, contact the emergency services.

## ■ Procedure in the Event of a Child Making a Disclosure

- In the event of a child making an accusation of abuse (whether part of your organisation or not) the Social Care Team and/or the Police HAVE to be informed immediately.
- If an accusation against anyone is made DO NOT QUESTION THE CHILD ABOUT THE INCIDENT, but just reassure the child that you are listening.
- The adult should record any information volunteered by the child, along with witness names, time, date etc.
- Do not interrupt, prompt or ask questions.
- Do not promise to keep the information secret.
- In the event of the allegation being made against the group leader/volunteer, Social Care should be informed and their advice followed.

## **CONTACT NUMBERS**

Social Care Customer Service	–	0300 123 6720
Emergency Duty Team	–	0300 123 6722
Police Protection Unit	–	01254 353131