

506CSC

Senad Community Child Protection and Safeguarding Policy

Policy Section Number 5

Date Ratified October 2023

Version Number 7

Next Review Date October 2024

This policy should be read alongside and in conjunction with other policies and documents regarding the safety and welfare of children. These together make up the suite of policies and documents to safeguard and promote the welfare of children:

Missing From Care (Policy 616 + Site related)

DOLS (for adults)

Safe Handling of Medication (Policy 306, 217 and appendices)

Handling of Clients Monies/Funds (Policy 606 and 511)

Risk Assessments (Policy 217 and forms also)

Privacy and Confidentiality of our clients' needs and information (Privacy 517; Visitors 525 and Searching a Young Persons Belongings 521)

PREVENT and Countering radicalisation (Policies 506*** and 506.8)

Anti-Bullying (Policy 502)

Complaint Processes (Policies 714 and 519)

Online Safety (Policy 510)

Physical Interventions Policy 516

Whistleblowing Policy 413

Positive Behaviour Support (515) and Physical Interventions (516)

Safe Touch and Relationships (518)

Significant Harm Policy (524)

Private Fostering (512)

GDPR Policies (Section 9 of policies)

Intimate and Personal Care (610)

Caring for sexually abused Individuals in our care (522)

Consent (508)

Safeguarding and promoting the welfare of pupils at the school (713)

Self-Harm and prevention of suicide (308)

Recruitment and selection of staff (414)

Social Media Policy (421)

Related Policies and Guidance Documents

Annexes and Supplementary Info

Responsible Person Nina Sharpe

Child Protection and Safeguarding Policy

Introduction and Context

Our Responsibilities

SENAD Community fully recognises its responsibilities for Child Protection and Safeguarding, this Policy sets out how the provision will deliver these responsibilities.

This policy should be read in conjunction with:

‘Working Together to Safeguard Children’ (2018) which is statutory guidance to be read and followed by all those providing services for children and families, including those in education. The guidance is available via the following link:

<http://www.workingtogetheronline.co.uk/index.html>

“Keeping Children Safe in Education” (Sep 2023), which is the statutory guidance for Schools and Colleges. The guidance is available via the following link:
[Keeping children safe in education - GOV.UK \(www.gov.uk\)](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/115690/Keeping_children_safe_in_education_-_GOV.UK.pdf)

“What to Do if Worried a child is being Abused: Advice for Practitioners”. March 2015. The guidance is available via the following link:

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419604/What to do if you re worried a child is being abused.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419604/What_to_do_if_you_re_worried_a_child_is_being_abused.pdf)

“Information Sharing: Advice for Practitioners providing Safeguarding Services to Children, Young People, Parents and Carers”. March 2015. The guidance is available via the following link:

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419628/Information sharing advice safeguarding practitioners.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419628/Information_sharing_advice_safeguarding_practitioners.pdf)

Furthermore, we will follow the procedures set out by the local Safeguarding Children’s Board.

Our Principles

Safeguarding arrangements at **SENAD Community** are underpinned by three key principles:

- Safeguarding is everyone's responsibility: all Staff, Proprietors and Volunteers should play their full part in keeping children safe.
- That **SENAD Community** operates a child-centred approach: a clear understanding of the needs, wishes, views and voices of children.
- *That all Staff, Proprietors and Volunteers have a clear understanding regarding abuse and neglect in all forms; including how to identify, respond and report. This also includes knowledge in the process for allegations against professionals. Staff, Proprietors and Volunteers should feel confident that they can report all matters of safeguarding children in the provision where the information will be dealt with swiftly and securely, following the correct procedures with the safety and wellbeing of the children in mind at all times.*

Our Policy

There are 6 main elements to our Policy, which are described in the following sections:

- The types of abuse that are covered by the policy;
- The signs of abuse that Staff and Volunteers should look out for;
- Roles and responsibilities for Safeguarding;
- Expectations of Staff with regard to Safeguarding, and the procedures and processes that should be followed, including the support provided to children;
- How **SENAD Community** will ensure that all Staff are appropriately trained, and checked for their suitability to work within the Provision;
- How the policy will be managed and have its delivery overseen.

Through implementation of this policy we will ensure that our Provision provides a safe environment for children to learn and develop. We will cross reference to other policies relevant to our safeguarding in **SENAD Community** and make reference to them in this policy where relevant.

Types of Abuse

Children who may require early help

Staff working within the Provision should be alert to the potential need for early help for children, considering following the procedures identified for initiating early help (see section 5) for a child who:

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- Is disabled and has specific additional needs.
 - Has special educational needs.
 - Is a young carer.
 - Is showing signs of engaging in anti-social or criminal behaviour.
 - Is in a family circumstance presenting challenges for the child, such as substance abuse, adult mental health, domestic violence; and/or
 - Is showing early signs of abuse and/or neglect.
 - Is showing signs of displaying behaviour or views that are considered to be extreme

These children are therefore more vulnerable; this provision will identify who their vulnerable children are, ensuring Staff and Volunteers know the processes to secure advice, help and support where needed.

Child Abuse

There are four types of child abuse as defined in 'Working Together to Safeguard Children' (2018) which is defined in the 'Keeping Children Safe in Education Statutory Guidance 2023' as:

- **Physical Abuse** - may involve hitting, shaking, throwing, poisoning, burning/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.
- **Emotional Abuse** - is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children 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 the 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.
- **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 or 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 (including via the internet). Sexual abuse is not solely perpetrated by adult males; women can also commit acts of sexual abuse, as can other children.

- **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 may include a failure to:
 - Provide adequate food, clothing and shelter.
 - Protect a child from physical and emotional harm or danger.
 - Ensure adequate supervision (including the use of inadequate care-givers); or
 - Ensure access to appropriate medical care or treatment.
 - Respond to a child's basic emotional needs

Bullying and forms of bullying including prejudice based and Cyber Bullying is also abusive which will include at least one, if not two, three or all four, of the defined categories of abuse **[please see SENAD Anti-Bullying Policy 502]**.

Specific Safeguarding Issues

There are specific issues that have become critical issues (highlighted are current key concerns in Derbyshire and nationally) in Safeguarding that Schools and Colleges will endeavour to ensure their Staff, Proprietors and Volunteers are familiar with; having processes in place to identify, report, monitor and which are included within teaching:

- **Child Sexual Exploitation (CSE)**
- **Domestic Violence**
- Drugs
- Fabricated or induced illness
- Faith abuse
- **Female Genital Mutilation (FGM)**
- **Forced Marriage**
- Gangs and Youth Violence
- Gender based violence/Violence against women and girls (VAWG)
- Mental Health
- **Private Fostering**
- **Radicalisation [the PREVENT policy]**
- **Sexting**
- **Teenage Relationship abuse**
- **Trafficking**

Signs of Abuse

Physical Abuse

Most children will collect cuts and bruises and injuries, and these should always be interpreted in the context of the child's medical / social history, developmental stage and the explanation given. Most accidental bruises are seen over bony parts of the body, e.g. elbows, knees, shins, and are often on the front of the body. Some children, however, will have bruising that is more than likely inflicted rather than accidental.

Important indicators of physical abuse are bruises or injuries that are either unexplained or inconsistent with the explanation given; these can often be visible on the 'soft' parts of the body where accidental injuries are unlikely, e.g., cheeks, abdomen, back and buttocks. A delay in seeking medical treatment when it is obviously necessary is also a cause for concern.

The physical signs of abuse may include:

- Unexplained bruising, marks or injuries on any part of the body.
- Multiple bruises- in clusters, often on the upper arm, outside of the thigh.
- Cigarette burns.
- Human bite marks.
- Broken bones.
- Scalds, with upward splash marks.
- Multiple burns with a clearly demarcated edge.

Changes in behaviour that can also indicate physical abuse:

- Fear of parents being approached for an explanation.
- Aggressive behaviour or severe temper outbursts.
- Flinching when approached or touched.
- Reluctance to get changed, for example in hot weather.
- Depression.
- Withdrawn behaviour.
- Running away from home.

Emotional Abuse

Emotional abuse can be difficult to identify as there are often no outward physical signs. Indications may be a developmental delay due to a failure to thrive and grow, however, children who appear well-cared for may nevertheless be emotionally abused by being taunted, put down or belittled. They may receive little or no love, affection or attention from their parents or carers. Emotional abuse can also take the form of children not being allowed to mix or play with other children.

Changes in behaviour which can indicate emotional abuse include:

- Neurotic behaviour e.g. sulking, hair twisting, rocking.
- Being unable to play.
- Fear of making mistakes.
- Sudden speech disorders.
- Self-harm.

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- Fear of parent being approached regarding their behaviour.
 - Developmental delay in terms of emotional progress.

Sexual Abuse

All Staff and Volunteers should be aware that adults, who may be men, women or other children, who use children and/or young people and/or vulnerable adults to meet their own sexual needs abuse both girls and boys of all ages. Indications of sexual abuse may be physical or from the child's behaviour. **In all cases, children who tell about sexual abuse do so because they want it to stop.** It is important, therefore, that they are listened to and taken seriously.

The physical signs of sexual abuse may include:

- Pain or itching in the genital area.
- Bruising or bleeding near genital area.
- Sexually transmitted disease.
- Vaginal discharge or infection.
- Stomach pains.
- Discomfort when walking or sitting down.
- Pregnancy.

Changes in behaviour which can also indicate sexual abuse include:

- Sudden or unexplained changes in behaviour e.g. becoming aggressive or withdrawn.
- Fear of being left with a specific person or group of people.
- Having nightmares.
- Running away from home.
- Sexual knowledge which is beyond their age, or developmental level.
- Sexual drawings or language.
- Bedwetting.
- Eating problems such as overeating or anorexia.
- Self-harm or mutilation, sometimes leading to suicide attempts.
- Saying they have secrets they cannot tell anyone about.
- Substance or drug abuse.
- Suddenly having unexplained sources of money.
- Not allowed to have friends (particularly in adolescence).
- Acting in a sexually explicit way towards adults.

Neglect

It can be difficult to recognise neglect, however its effects can be long term and damaging for children.

The physical signs of neglect may include:

- Being constantly dirty or 'smelly'.
- Constant hunger, sometimes stealing food from other children.
- Losing weight, or being constantly underweight.
- Inappropriate or dirty clothing.

Neglect may be indicated by changes in behaviour which may include:

- Mentioning being left alone or unsupervised.
- Not having many friends.
- Complaining of being tired all the time.
- Not requesting medical assistance and/or failing to attend appointments.

PREVENT (addressing radicalisation of young people)

The PREVENT duty is available at the following link:

<https://www.gov.uk/government/publications/protecting-children-from-radicalisation-the-prevent-duty>

The Provision is expected to assess the risk of children being drawn into terrorism, including support for extremist ideas that are part of terrorist ideology.

There is no single way of identifying an individual who is likely to be susceptible to a terrorist ideology. As with managing other safeguarding risks, staff should be alert to changes in children's behaviour which could indicate that they may be in need of help or protection. Children at risk of radicalisation may display different signs or seek to hide their views.

SENAD Community staff should use their professional judgement in identifying children who might be at risk of radicalisation and act proportionately. This must be brought to the attention of the designated safeguarding officers, or in their absence the SENAD Safeguarding Officers (Brian Jones or Glenis Staiger-Grant).

SENAD Community will incorporate signs of abuse and specific safeguarding issues in safeguarding into briefings, Staff Induction Training, and ongoing development Training for Staff and Proprietors.

Safeguarding Roles and Responsibilities

All Staff and Proprietors have responsibility for the following:

- Being aware of the local Safeguarding Procedures and ensuring these procedures are followed.
- Listening to, and seeking out, the views, wishes and feelings of children and young people, ensuring in this that the child's voice is heard and referred to.
- Knowing who the Designated Lead(s) for Safeguarding are and the relevant links for CIC (Child in Care/Looked After Children), SEN and Anti- Bullying including who is the Provision link Proprietor for Child Protection and Safeguarding.
- Being alert to the signs of abuse, including specific issues in Safeguarding and their need to refer any concerns to the Safeguarding Designated Lead(s) in the provision.
- To know about the 'Allegations Against Professionals' (LADO) procedures and feel confident in been able to use them including concerns about the setting.
- To know about Whistle Blowing procedures and where to get information and support on this (SENAD Policy 413)
- Being aware of the Guidance for Safer Working Practices (2009, KCSIE September 2023) and local procedures for Safer Working Practices.

- Ensuring that their Child Protection training is up to date, and taking place at recommended intervals to ensure Staff, Volunteers and Proprietors are kept up to date.
- Sharing information and working together to provide children and young people with the help and support they need.
- Supporting service users who have been abused in accordance with his/her Child Protection Plan.
- Seeking early help where a child and family would benefit from coordinated support from more than one agency (e.g. education, health, housing, police) to prevent needs escalating to a point where intervention would be needed via a statutory assessment (see section 5.1).
- If at any time it is considered that the child may be a child in need as defined in the Children Act 1989, or that the child has suffered significant harm or is likely to do so, a referral is made immediately to Local Authority Children's Social Care.
- If Staff have concerns they should raise these with the Designated Safeguarding Lead(s) and they will usually decide next steps, (however any one can make a referral).
- If they feel unclear about what has happened to their concerns following a referral they can enquire further and obtain feedback.
- That Staff including are aware of the local Safeguarding Children Board's Escalation Policy and Process, which may be followed if a staff member fears their concerns have not been addressed, and of the Confidential Reporting Code (Whistle Blowing).
- Learning from the outcomes of serious case reviews (see Appendix A).
- Referring to Children Missing from Education (CME), those children who go missing from education, whereabouts unknown, by adhering to guidance and timelines shown on in the local authority policy.
- That Staff are aware of the Private Fostering Policy and that notification is made to the Children's Social Care department if it is thought or known that a child or young person may be Privately Fostered.
- That Staff are aware of Extremism, which include the signs of, alerts to concerning behaviours, and ideologies considered to be extreme; as well as having an understanding of the British Value Agenda.

Proprietors, and Leadership Team are responsible for:

- Taking leadership responsibility for the service users safeguarding arrangements.
- That they are up to date with emerging issues in safeguarding and know about strategies by the Local Authority in trying to keep children safe.
- Ensuring that we have a nominated link Proprietor for Child Protection and Safeguarding who can also provide a link to the Local Authority on matters of Safeguarding in their Provision and are in liaison with other partners and agencies.
- Ensuring that we have a Safeguarding Designated Lead(s) for Child Protection, they are sufficient in number depending upon the size and demands of the provision, are fully equipped to do the job and that they have access to appropriate training that is regular refreshed (at least very two years) to help them keep up to date.
- Ensuring that appointed designated leads are fully equipped to do the job (have the knowledge and skills) and have access to appropriate regular training to help them keep up to date. (and Annex B, page 48)

- That we work towards/have a nominated link staff member for CIC (Children in Care/ Looked after Children) and SEN alongside nominated leads in the Provision on these issues.
- That there are procedures in place in handling allegations against Staff and any concerns staff, have including concerns about the setting are brought to the attention of the Local Authority Designated Lead (LADO) in every case.
- That all Staff, are given a mandatory induction which includes knowledge regarding abuse, neglect, specific safeguarding issues and familiarisation with Child Protection responsibilities. The induction will also include procedures to be followed if anyone has any concerns about a Child's Safety or welfare, and knowledge about **SENAD Community** policies and procedures.
- That all Staff have regular reviews of their own practice to ensure ongoing personal/professional development.
- That all Staff receive the appropriate training which is regularly updated.
- That we have in place effective ways to identify emerging problems and potential unmet needs for individual children and families.
- That important policies such as those for behaviour and bullying, are kept up to date.
- To consider how children may be taught about Safeguarding, including on line, through teaching and learning opportunities, as part of providing a broad and balanced curriculum.
- We have in place an e-Safety Policy equipped to deal with online bullying and internet/social media Child Protection concerns.
- That we understand the need to identify trends and patterns regarding Children Missing from Education (CME) and to respond to / refer where required.
- That we notify the Children's Social Care department if there is an unexplained absence of a pupil who is the subject of a Child Protection Plan.
- That we notify the Children's Social Care department if it is thought or known that a child or young person may be Privately Fostered. (Policy 512)
- That we use the Local authority protocol on reporting concerns about extremism or views considered to be extreme which may include a referral to PREVENT/CHANNEL and/or social care.
- Acting on the 'Learning from Serious Case Reviews' – see appendix A;
- Ensures that all Staff are made aware of the Confidential Reporting Code (Whistle Blowing Policy 413).
- That all Child Protection records are kept up to date, are secure and reviewed annually.
- Making sure that the Child Protection/Safeguarding Policy is available to parents and carers as appropriate including displaying on the schools website.

Creating a safe environment:

- We will ensure that our Staff are competent to carry out their responsibilities for Safeguarding in promoting the welfare of children by creating an environment and an ethos whereby all Staff including Volunteers feel able to raise concerns, along with being supported in their Safeguarding role.
- We will endeavour to create a culture of listening to children, taking account of their wishes, feelings and voices both in individual decisions and in the Provision's development.

- That parents/carers know about our principles in Safeguarding, who along with the local community are made familiar with and are able to participate in any policy, procedure or initiatives which contributes to the safety of the children in that local community.

Recruitment, Staffing:

- We must prevent people who pose a risk of harm from working with children by adhering to statutory responsibilities to check Staff who work with children, taking proportionate decisions on whether to ask for any checks beyond what is required;
- We must where relevant check the identity of a person being considered for appointment and their right to stay in the UK;
- We must where possible undertake overseas checks if a staff member being employed or has returned from a period of employment from abroad;
- We must ensure Staff undergo appropriate checks via the Disclosure and Barring Service (DBS) relevant to their post;
- We must be aware of the Disqualification by Association rules; having a relevant procedure in place which can be applied if required.
- We must have procedures in place to make a referral to the Disclosure and Barring Service (DBS) if a person in regulated activity has been dismissed, removed due to Safeguarding concerns, or would have been had they not resigned; aware that this is a legal duty.
- That we make use of the DBS Service where appropriate;
- That if a Proprietor is involved in what is defined as regulated activity then that person has the appropriate DBS / other checks required.

The Designated Safeguarding Leads are:

<p>Clare Fillingham – Derby Michelle Gould – Coventry Nina Sharpe/Laura Ward – both services</p>

The Designated Lead(s) is/are for CIC (Looked after children):

<p>Clare Fillingham – Derby Michelle Gould – Coventry Nina Sharpe/Laura Ward – both services</p>

The Designated Lead(s) is/are for Anti- Bullying:

<p>Clare Fillingham – Derby Michelle Gould – Coventry Nina Sharpe/Laura Ward – both services</p>

The Designated Link Proprietor for Safeguarding, Anti-Bullying and Looked after Children (children in care) are:

Nina Sharpe: Adult Care Director

Isobel Walsh: SENAD Group Quality Assurance Manager

nina.sharpe@senadgroup.com

Isobel.walsh@senadgroup.com

Safeguarding Processes and Procedures

SENAD Community will deliver its responsibilities for identifying and acting on early help needs, Safeguarding and Child Protection in line with the policies and procedures identified in the local Safeguarding Children's Board policies.

Referring to Children's Social Care

If at any time it is considered that the child has suffered significant harm or is likely to do so, a referral should be made to the Children's Social Care contact point e.g. a child having an injury or has made a disclosure of sexual abuse.

When a member of Staff, Parent, Practitioner, or another person has concerns for a child, and if the provider is aware that the case is open to the Multi-Agency Team they should discuss with the Allocated Worker or their manager to request escalation to Children's Social Care. If the child does not at that time have a lead professional or allocated Social Worker the school should contact the Children's Social Care Contact Point where a contact centre advisor will collate the information and advice on the next steps.

Provisions should ensure they have spoken to the family about their concerns and proposed actions unless to do so would place the child at risk; the decision not to inform parents/carers must be justified and the details recorded. If a child makes a disclosure or presents with an injury it is imperative that advice is sought immediately **prior to the child returning home and as soon as the provider becomes aware of this.**

Essential information for making a referral includes:

- Full names and dates of birth for the child and other members of the family.
- Address and daytime phone numbers for the parents, including mobile.
- The child's address and phone number.
- Whereabouts of the child (and siblings).
- Child and family's ethnic origin.
- Child and family's main language.
- Actions taken and people contacted.
- Special needs of the child, including need for an accredited interpreter, accredited sign language interpreter or other language support.

- A clear indication of the family's knowledge of the referral and whether they have consented to the sharing of confidential information;
- The details of the person making the referral.

Other information that may be essential:

- Addresses of wider family members;
- Previous addresses of the family;
- Schools and nurseries attended by the child and others in the household;
- Name, address & phone number of GP/Midwife/Health Visitor/School Nurse;
- Hospital ward/consultant/Named nurse and dates of admission/discharge;
- Details of other children who may be in contact with the alleged abuser;
- Details of other practitioners involved with the family;
- Child's legal status and anyone not already mentioned who has parental responsibility;
- History of previous concerns and any previous CAF or Initial Assessments completed;
- Any other information that is likely to impact on the undertaking of an assessment or Section 47 Enquiry.

Recruitment of Staff

SENAD Community will ensure that Safer Recruitment practices are always followed and that the requirements outlined in the 'Keeping Children safe in Education Sept 2023' are followed in all cases.

All interview panels will have at least one member who has undergone Safer Recruitment Training with the necessary skills and knowledge. We will check on the identity of candidates, make overseas checks where relevant and follow up references with referees and scrutinise applications for gaps in employment. We will ensure that Safeguarding considerations are at the centre of each stage of the recruitment process and if in any doubt will seek further HR and or legal advice.

SENAD Community will have a **single central record** which will cover all Staff who work in school/Provision, all others who work in regular contact with children which is regularly reviewed and updated in line with changing requirements. This will also cover all members of the proprietor body.

We will ensure that all Staff are aware of Government Guidance on Safer Recruitment and Safer Working Practices and that the recommendations are followed.

SENAD Community will ensure there is a Staff Code of Conduct, ensuring all Staff are familiar with Safer Working Practices which includes all new staff.

This also includes advice on conduct, safe use of mobile phones and guidance on personal/professional boundaries in emailing, messaging, participating in social networking environments.

The Disclosure and Barring Service (DBS);

The Disclosure and Barring Service (DBS) helps employers make safer recruitment decisions which helps preventing unsuitable people from working with vulnerable groups, including children.

The DBS are responsible for:

- Processing requests for criminal records checks
- Deciding whether it is appropriate for a person to be placed on or removed from a barred list
- Placing or removing people from the DBS Children's Barred list and Adults' Barred list for England, Wales and Northern Ireland
- Providing an online DBS service

The DBS search police records and in relevant cases, the barred list information, before issuing a DBS certificate to the applicant.

A DBS check will be requested as part of the pre-recruitment checks following an offer of employment, including unsupervised volunteering roles, and staff engaging in regulated activity, where the definition of regulated activity is met. The definition can be found in Part V of the Protection of Freedoms Act 2012 and at DBS Guides to Eligibility

[Disclosure and Barring Service - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/disclosure-and-barring-service)

SENAD Community fully understands the statutory guidance on regulated activity, supervision of children which is regulated activity when they are unsupervised (KCSIE Sept 2022).

SENAD Community will follow advice on DBS checks as detailed by: legislation/Shared Services Centre/HR updates.

SENAD Community will have a procedure for and can apply if relevant the Disqualification by Association rules and that of State Probation Orders.

For further information please refer to the SENAD policies for Safeguarding (506*)

Dealing with allegations against staff and volunteers who work with children

SENAD Community will adhere to the procedures set out under 'Allegations Made Against Professionals' (allegations of abuse by teachers and other staff), this can be found via the following link:

www.derbyshirescb.org.uk. (Section 2 of the procedures)

www.derbyscb.org.uk. (See allegations section)

[Allegations against people who work with children/young people \(safeguardingwarwickshire.co.uk\)](https://safeguardingwarwickshire.co.uk)

We will ensure that all allegations are discussed with the Local Authority Designated Lead (LADO) in every case.

SENAD Community will ensure we have followed all the necessary duties and processes under this process and this will be done in accordance with guidance:

SENAD Community will fully ensure any follow up actions on management and exit arrangements if relevant as outlined in the “Keeping Children Safe in Education Sept 2023”.

Important Contact Details

Derbyshire's Details

Children's Social Care Single Point of Contact :

Tel: 01629 533 190

Out of hours Call Derbyshire (Children's /Young Peoples and Adult Social Care)

Tel: 01629 532600

Derby City details

If you believe that a child is at immediate risk and in need of protection then you should **call the police on 999 immediately.**

If you require advice or wish to report a concern then contact **the police on 101.**

Derby City Children's Social Care and the First Contact Team

You may want to discuss your concerns with a Social Care worker. Our First Contact team deals with all concerns about Children and Young People across the city. Members of the team will help you to talk about the concerns you may have for a child and decide what actions may be required to make a child safe.

During normal working days between 9am and 5pm on **01332 641172 or fax:01332 643299**

At all other times concerns can be discussed with Careline who can be contacted on : **01332 956607**

Coventry City Details

If you wish to report a matter to the police, call 101 and state your concerns.

If you wish to report an **emergency** matter always dial 999.

Social worker (out of office hours): **024 7683 2222**.

If there is no immediate danger or you need advice or information, you should call the **Multi-Agency Safeguarding Hub** on **024 7678 8555**.

Warwickshire Details

For urgent concerns - if you have an urgent child protection concern and need to get in touch with us, call the MASH on **01926 414144**.

Lines are open:

- Monday to Thursday - 8:30am – 5:30pm
- Friday - 8:30am – 5:00pm

You will then need to complete and return a Multi-Agency Referral Form (MARF) (DOCX, 2.13 MB) and send via email to mash@warwickshire.gcsx.gov.uk.

Out of hours - if you need to get in touch out of usual office hours, please contact the Emergency Duty Team immediately on **01926 886922**.

Emergencies - if you think that a child is at immediate risk, contact the police immediately on **999**.

Non-urgent concerns - complete the Multi Agency Referral Form (DOCX, 2.13 MB) and send to mash@warwickshire.gcsx.gov.uk.

NSPCC - National Helpline

0808 800 5000

Childline

0800 11 11

<https://www.childline.org.uk/Talk/Pages/Email.aspx>

Ofsted

0300 123 1231

enquiries@ofsted.gov.uk

CQC

[03000 616161](tel:03000616161)

Enquiries@cqc.org.uk

Management of the Policy

The Proprietor (SENAD) will oversee the policy, ensure its implementation and review its content on an annual basis.

The Head of Service will report on Safeguarding activity and progress within the setting to the Proprietor on a regular basis, typically monthly. The Registered Manager Notifications to Ofsted/Safeguarding/CQC will automatically be copied to the Proprietor.

The Registered Manager should report any significant issues to the Nominated Individual (Nina Sharpe) that may have an impact on Safeguarding in the Provision setting and use the processes with the local authority to report these.