

Blue Bears Playscheme

Safeguarding Policy

Blue Bears Playscheme believe that safeguarding is a duty of care for all of us, we are committed to building a 'culture of safety' in which the children in our care are protected from any type of abuse or harm.

Blue Bears will respond promptly and appropriately to all incidents or concerns of abuse that may occur.

The Club's child protection procedures comply with all relevant legislation and with guidance issued by the Enfield Safeguarding Children Board (ESCB).

The Club's designated Child Protection Officers (CPO) is Virginia Lazarus, Deputies are Angela Beer and Donna Pottinger. All Staff must attend regular training this is normally every two years.

Senior /Deputy staff will keep up to date with any changes relating to safeguarding issues and ensure that all member of staff is update with this new information

All staffs should be fully aware of the clubs designated child protection team, for all our clubs.

Meetings with staff once a month is part of our keeping up to date in safeguarding, staff will endure a range of quiz questions to build on their knowledge and understanding of safeguarding.

Steps we ensure to safeguard children at our clubs

- Regular training and meetings to update ourselves
- Ensure that all staff have an enhanced DBS check, before being employed
- We use the appropriate Criminal date base board site (for DBS checks)
- All our clubs are Ofsted approved (Given parents a peace of mind)
- All staff will ensure any concerns are dealt with in professional manner
- Reporting any concerns to the appropriate persons
- We ensure that all children are treated as individuals (no two children are the same)
- We provide a safe environment checking any concerns, regular inspection beforehand of the premises we use.
- No photo of children should be taken use a members of staff Phones (we have a club phone for this)
- No parent or other person should use their phone at the club while collecting their child (most phones have Camera)
- All equipment used by the children are checked for damages loose part (etc)
- If we are using a shared premises with other uses, Staff ensure that the children in our settings are escorted to part of the building with a member of staff (toilets)
- Staff must wear uniform while at the club (to enable children to identify)
- All staff will have knowledge of the different types of Abuse

Blue Bears Playscheme

Safeguarding Policy

TYPES OF ABUSE

Emotional abuse: is the persistent emotional maltreatment of a child so as to cause severe and persistent adverse effects on the child's emotional development. It may involve making the child feel that they are worthless, unloved, or inadequate. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Signs of child abuse and neglect: Signs of possible abuse and neglect may include: significant changes in a child's behaviour deterioration in a child's general well-being unexplained bruising or marks comments made by a child which give cause for concern

Physical abuse: can involve hitting, shaking, throwing, poisoning, burning, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may be also caused when a parent or carer feigns the symptoms of, or deliberately causes, ill health to a child.

Sexual abuse: involves forcing or enticing a child to take part in sexual activities, whether the child is aware of what is happening. This can involve physical contact, or non-contact activities such as showing children sexual activities or encouraging them to behave in sexually inappropriate ways.

Neglect: is the persistent failure to meet a child's basic physical and emotional needs. It can involve a failure to provide adequate food, clothing and shelter, to protect a child from physical and emotional harm, to ensure adequate supervision or to allow access to medical treatment.

Peer-on-peer abuse: Children are vulnerable to abuse by their peers. Peer-on-peer abuse is taken seriously by staff and will be subject to the same child protection procedures.

Staffs are aware of the potential uses of information technology for bullying and abusive behaviour between young people. Staff will not dismiss abusive behaviour as normal between young people. The presence of one or more of the following in relationships between children should always trigger concern about the possibility of peer-on-peer abuse: Sexual activity (in primary school-aged children) of any kind, including sexting. One of the children is significantly more dominant than the other (e.g. much older)

One of the children is significantly more vulnerable than the other (e.g. in terms of disability, confidence, and physical strength) there has been some use of threats, bribes or coercion to ensure compliance or secrecy.

Female Genital Mutilation (FGM)

Female Genital Mutilation his statutory guidance is being issued under section 5C (1) of the Female Genital Mutilation Act 2003 and extends to England and Wales

All staff receives regular training. The Manager keeps up to date with the latest information and advice, to addressing specific forms of exploitation. Staff should feel confident in recognise the warning signs.

Extremism and radicalisation: All childcare settings have a legal duty to protect children from the risk of radicalisation and being drawn into extremism. There are many reasons why a child might be

Blue Bears Playscheme

Safeguarding Policy

vulnerable to radicalisation, e.g.: feeling alienated or alone seeking a sense of identity or individuality
suffering from mental health issues such as depression desire for adventure or wanting to be part of a larger cause associating with others who hold extremist beliefs

Signs of radicalisation:

- include: changes in behaviour, for example becoming withdrawn or aggressive
- claiming that terrorist attacks and violence are justified
- viewing violent extremist material online
- possessing or sharing violent extremist material

Promoting awareness among staff:

The Club promotes awareness of child abuse and the risk of radicalisation through its staff training. The Club ensures that: the designated CPO has relevant experience and

Receives appropriate training in safeguarding and the Prevent Duty, and is aware of the Channel Programme and how to access it

- designated person training is refreshed every two years
- safe recruitment practices are followed for all new staff
- all staff have a copy of this Safeguarding (Child Protection) policy understand its contents and are vigilant to signs of abuse, neglect, or radicalisation
- all staff are aware of their statutory duties regarding the disclosure or discovery of child abuse, and concerns about radicalisation
- all staff receive basic safeguarding training, safeguarding is a permanent agenda item at all staff meetings
- all staff receive basic training in the Prevent Duty
- staff are familiar with the Safeguarding File which is kept (in locked cabinet at each Club) Our policy is on website for all our uses. (Copies of policy is available for parents)
- The club's procedures are in line with the guidance in 'Working Together to Safeguard Children 2015 (3.7)
- staff are familiar with 'What to Do If Worried a Child Is Being Abused (2015)

If a member of staff witnesses or suspects abuse, they will record the incident straightaway. If a third party expresses concern that a child is being abused, we will encourage them to contact Social Care directly.

If they do not do so, we will explain to them that the Club is obliged, as safety is our main concerns, and the incident will be logged accordingly.

Logging a concern or incident

All information about the suspected abuse or disclosure will be recorded on the **Logging a concern** form as soon as possible after the event. The record should include:

- Date of the disclosure or of the incident causing concern

Blue Bears Playscheme

Safeguarding Policy

- Date and time at which the record was made
- Name and date of birth of the child involved
- A factual report of what happened. If recording a disclosure, you must use the child's own words.
- Name, signature, and job title of the person making the record.
- The record should then be given to the Club's CPO who will decide whether they need to contact Social Care or make a referral. All referrals to Social Care will be followed up in writing within 48 hours. If a member of staff thinks that the incident has not been dealt with properly, they may contact Social Services directly. All numbers are below

Allegations against staff

If anyone makes an allegation of child abuse against a member of staff:

- The allegation will be recorded on an **Incident record** form. Any witnesses to the incident should sign and date the entry to confirm it.
- The allegation must be reported to the Local Authority Designated Officer (LADO) and to Ofsted. The LADO will advise if other agencies (e.g., police) should be informed, and the Club will act upon their advice. Any telephone reports to the LADO will be followed up in writing within 48 hours.
- Following advice from the LADO, it may be necessary to suspend the member of staff pending full investigation of the allegation.
- If appropriate the Club will make a referral to the Disclosure and Barring Service.

Use of mobile phones and cameras

Photographs will only be taken of children who we have parents' permission. Only the club camera is to be used take photographs of children at the Club. Used only for the purpose of the club.

Neither staff nor children may use their mobile phones or to take photographs at the Club.

For urgent child protection concerns please call the **MASH** first before submitting a referral in writing.

Blue Bears Playscheme

Safeguarding Policy

Measure taken if we suspect COVID-19

- If we suspect a child is suffering with covid-19 symptoms, we will contact the parent inform the school if in a school building
- Isolate the child away from others with a member of staff (staff will wear a mask)
- A delegate space will be available away from others within the club for the child to isolate.
- We will monitor the child in question until parent attends if it's an emergency we will contact 111 follow their advice
- Staff will Keep a written record of the situation
- Once parents arrive, they will be informed to follow the guidelines of COVID-19
- They must inform us of the outcome or the school
- If a member of staff becomes ill the same procedure will be followed member of staff will leave the club if their able to so without assistant
- Staff must have a test done, inform us of the outcome (isolate if needed)
- Members of staff should consider having the covid-19 vaccine (when called up for it this may help them get less symptoms if contract with the virus)
- Keeping in line with the Government guidelines of ensuring the safe place for all children and staff attending our clubs
- Children will be put into bubbles of 8 if necessary, this will not be by age due to the nature of our business where children ages vary,
- Blue Bears will ensure that children will stay in groups of 8 where possible
- Hand sanitary will be available in all areas and in reach for all children and staff to access
- Staff may wear mask, if need be, while in the club
- Keeping distance where appropriate (from each other)
- All equipment used within the club will be clean more often in between service and after every use
- Snacks will be served, using throw away plate's cups and cutlery, (parents to bring in child water Bottle as usual)
- food sharing will not to be permitted (due to different allergies)
- Hand washing will be encouraged more regularly, and children will be reminded to sneezing in their arm or in a tissue, Bin It kill It will be introduced

Blue Bears Playscheme

Safeguarding Policy

- More posters of keeping safe will be illustrate on walls where children and others can see
-
- All equipment used by the children will be cleaned more frequently after every use
- All rubbish bins will be covered
- Window and doors will be open more to allow ventilation
- Mask wearing within the club (not compulsory)
- Mask will be compulsory when handed over children to parents (parents must wear a mask)
- masks covering will continue to be worn while preparing snacks

If there is outbreak of COVID-19 at the club Blue Bears Manager will contact Ofsted and relevant people immediately

The main symptoms of coronavirus (COVID-19) are:

- A high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- Loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

To protect others, do not sent your child to school or go to places like a GP surgery, pharmacy or hospital if you have any of these symptoms Get a Test **to** check if you have coronavirus and stay at home until you get your result.

Blue Bears Playscheme Safeguarding Policy

Know Your Symptoms

Covid-19

- Fever
- Dry Cough
- Fatigue
- Shortness of Breath

Flu

- Fever
- Dry Cough
- Runny Nose
- Headache
- Sore Throat
- Muscle and Joint Pain

Cold

- Cough
- Sore Throat
- Aches and Pains
- Watery Eyes
- Sneezing
- Runny or Stuffy Nose

Allergies

- Sneezing
- Coughing
- Itchy Eyes
- Runny or Stuffy Nose

Please check [gov.uk](https://www.gov.uk) for up to date information regarding Covid-19 information.



Blue Bears Playscheme Safeguarding Policy



We must keep on protecting each other.

 **HANDS**

 **FACE**

 **SPACE**

STAY ALERT
CONTROL THE VIRUS
SAVE LIVES

Blue Bears Playscheme

Safeguarding Policy

If you're worried a child is being abused

CONTACT NUMBERS

Enfield Children's MASH (Multi-Agency Safeguarding Hub)

Tel: 0208 379 5555 Part of (SPOE, Single

Single Point of Entry (SPOE) Tel: 0208- 379- 2507 Fax: 020 8-379- 2498

Open Hrs. Monday – Friday, 9am - 5pm

Single Point of Entry (SPOE)

Out of hours Tel: 0208- 379 -1000 For urgent safeguarding concerns that occur outside of normal working hours, contact the emergency **Duty Team** on 0208 379 1000

For non-urgent referrals that still require a safeguarding response please visit the Children's portal and complete an online **child protection** referral by visiting www.enfield.gov.uk/childrensportal

Orton Grove Enfield EN1 4TU

Anti-Terrorist hotline: 0800-789-321

Ofsted: 0300 -123 -1231

Police: 101 non-emergency or in emergency 999 (Edmonton /Enfield police)

NSPCC: 0808 800 500

This policy was adopted by: Blue Bears Playscheme	Update: November 2021
Signed:	Virginia Lazarus

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2014): Safeguarding and Welfare requirements: Data protection GDPR and Suitable People [3.9-3.13]*.