



## **Allegations of abuse**

This policy has been developed in accordance with the principles established by the Safeguarding Vulnerable Groups Act 2006.

This policy should be read in conjunction with my Safeguarding Children and Child Protection Policy and with my whistle blowing policy.

As childcare providers we may be vulnerable to allegations of abuse being made against us, We will take precautions to protect ourselves from this happening by:

- Ensuring all staff members, apprentices and students are DBS and we will require staff to complete annual declarations of ongoing suitability to work with children
- Ensuring we keep a record of all visitors to the setting and that they do not have unsupervised access to the children under any circumstances
- Ensuring, where possible, that no workmen/women are in the setting during working hours, unless it is to repair an emergency service or for health and safety reasons.
- Documenting every accident and incident that occurs whilst children are in our care, informing parents/carers of such events and requesting them to sign our records.
- Noting any noticeable marks on the children when they arrive and asking parents/carers to inform me of any accidents that have occurred whilst outside our care.
- Ensuring the children are within sight and/or hearing at all times according to the child's age & stage of ability.
- Keeping accurate records on each child and writing a daily diary if applicable.

(this list is not exhaustive)

However, if an allegation is made we will then follow the procedure detailed below in order to gain support and professional advice:

- Contact the Local Authority Designated Officer (LADO) immediately to discuss the nature of the allegation and the appropriate action to be taken (01793 463854)
- Contact my Insurance Company (03330146 683)
- Contact external agencies and/or our solicitor for legal advice

\* Ofsted must be informed as soon as possible, and at the latest within 14 days of allegation being made.

If the allegation is against a member of staff or a student, with the guidance of the LADO, we will take all necessary action to protect the children in our care, which could involve temporary suspension from 'employment' by our childcare business on full pay while the LADO/police investigations are underway.

We will write an accurate, detailed record of all related incidents, including what was said and by whom, with times and dates.

Allegations will not be discussed with the alleged perpetrator unless the LADO advises us to do so.

We will work in accordance with the LADO's requirements to resolve the allegation.

Allegations against a staff member/ apprentice / student that no longer works in our setting will also be referred to the police.

We have a duty to inform the Disclosure & Barring Service (DBS) of relevant information, so that individuals who pose a threat to vulnerable groups can be identified and barred from working with these groups (<https://www.gov.uk/guidance/making-barring-referrals-to-the-dbs>).

Signed: Angela Jesson

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