



Safeguarding and Child Protection Policy

Policy Written and Reviewed by SLT and Lindsey Williams DSL (Level 4)

Vital Information for Child Protection and Safeguarding

At Let's Play Nursery, we comply with all the legal requirements set out in the 'Statutory Framework for the Early Years Foundation Stage' – September 2012 and with the new requirements which come into force in July 2018. We work in line with the guidance and procedures of the Local Safeguarding Children Board and the Government's statutory guidance 'Working Together to Safeguard children'. Which can be seen here. [Working together to safeguard children 2023: statutory guidance](#) (March 2026)

Summary of Changes (March 2026) government link: [Working together to safeguard children 2026: summary of changes - GOV.UK](#)

Legal framework and Definition of safeguarding

- Children's Act 1989 and 2004
- Childcare Act 2006 (Amended 2018)
- Safeguarding vulnerable Groups Act 2006
- Children and Social Work Act 2017
- The Statutory framework for the EYFS 2017
- Working together to Safeguard Children March 2026
- Data protection Act 2018
- Counter terrorism and Security Act 2015
- Inspecting Safeguarding in Early Years, Education and Skills setting 2019
- Prevent Duty 2015

The EYFS states: 3.5 Providers must have and implement policies and procedures to keep children safe and meet EYFS requirements.

<i>EYFS 3.6 Safeguarding policies must include:</i>	<i>Page Number</i>
The action to be taken when there are safeguarding concerns about a child.	<i>Page 2 -4</i>
The action to be taken in the event of an allegation being made against a member of staff.	<i>Page 5 -6</i>
How mobile phones, cameras and other electronic devices with imaging and sharing capabilities are used in the setting.	<i>Page 7 -8</i>
Procedures to follow to check the suitability of new recruits.	<i>9-10</i>
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Safeguarding children is everybody's responsibility At Let's Play all staff, students and visitors are made aware of and adhere to, the policy.

Action to be Taken When There Are Safeguarding Concerns About a Child

At Let's Play nursery, we are committed to safeguarding and promoting the welfare of all children in accordance with the **Early Years Foundation Stage (EYFS)**, **Working Together to Safeguard Children (WTTSC, March 2026)**, and **Keeping Children Safe in Education (KCSIE 2025)**. We recognise our responsibility to take timely, appropriate action where there are concerns that a child may be at risk of harm.

Safeguarding concerns may arise from:

- A disclosure made by a child
- Observations of injuries or behaviour that indicate signs of abuse
- Concerns raised by a third party
- Patterns of neglect or changes in presentation

1. Immediate Action

- Any member of staff who has a safeguarding concern must act **immediately**.
- If a child is in immediate danger or requires urgent medical attention, staff will contact **999**.
- Staff must not delay action while seeking further information.

2. Responding to a Disclosure

In line with EYFS WTTSC and KCSIE guidance, staff will:

- Listen carefully and attentively.
- Remain calm and not show shock or disbelief.
- Reassure the child that they have done the right thing.
- Not promise confidentiality—explain that information will be shared to keep them safe.
- Not ask leading questions or investigate.
- Only clarify if necessary, using open questions (e.g., “Can you tell me what happened?”).

3. Recognising and Responding to Suspected Abuse

Abuse may include physical abuse, emotional abuse, sexual abuse, or neglect. In line with **Working Together to Safeguard Children**, staff must:

- Be alert to indicators of abuse and neglect.
- Understand that abuse can occur inside and outside the home.
- Recognise that early help is important, but **any suspicion of significant harm requires immediate referral**.

Where abuse is suspected:

- Staff must **not attempt to investigate**.
- Concerns must be reported without delay to the Designated Safeguarding Lead (DSL).
- The focus must remain on protecting the child, not proving the concern.

4. Recording Concerns

- All concerns, disclosures, and observations must be recorded promptly and accurately on the same day.
- Records must be on the relevant forms CR8, CR10 and Existing Injury Forms:
 - Be factual, clear, and professional
 - Include the child's own words where possible
 - Include dates, times, and context
- Records will be signed, dated, and stored securely in line with data protection legislation.

5. Reporting to the DSL

- All concerns must be reported immediately to the **Designated Safeguarding Lead (DSL) Lindsey Williams** or Deputy DSLs. **Lisa Herbert/Charlotte Crawford**
- The DSL will:
 - Review all information
 - Consider any previous concerns
 - Decide on the appropriate action in line with local safeguarding procedures and liaising with **MASH** 0121 303 1888 **Out of Hours** 0121 765 4806

6. Referral to External Agencies

In accordance with **Working Together to Safeguard Children (2026)**:

- If there is reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm, the DSL will make a referral to **Children's Social Care immediately**.
- Referrals will be made **without delay**, and always within required timescales.
- The DSL may also seek advice from the local safeguarding partnership.
- The police will be contacted if a crime may have been committed.

Staff should be aware that **anyone can make a referral** if they believe a child is at risk.

Threshold from Birmingham Safeguarding Children Partnership [Right Help Right Time 2025 v6 \(17 March 2025 5pm\)](#)

7. Early Help

- Where appropriate, and when there is no immediate risk of significant harm, the nursery will consider offering **early help** in line with **Working Together to Safeguard Children**.
- This may involve working with parents/carers and other professionals to support the child's needs at an early stage.

8. Escalation and Professional Challenge

In line with KCSIE:

- If staff feel that appropriate action has not been taken, they must escalate their concern.
- This may include:
 - Speaking to a senior member of staff
 - Contacting Children's Social Care directly
 - Using the NSPCC whistleblowing helpline
- Staff are supported to exercise professional curiosity and challenge decisions where necessary.

9. Confidentiality and Information Sharing

- Information will be shared on a **need-to-know basis** only.
- Staff understand that **safeguarding concerns override confidentiality**.
- Information sharing will follow statutory guidance and data protection legislation.

10. Ongoing Support and Multi-Agency Working

- The nursery will work in partnership with parents/carers, unless doing so would place the child at further risk.
- We will cooperate fully with external agencies in line with Working Together to Safeguard Children, which emphasises a multi-agency approach.
- The child's welfare will always remain the paramount concern.

Allegations Against Staff, Volunteers or Contractors

The setting recognises that safeguarding concerns may arise where a child has been harmed, or there is a risk of harm, by a member of staff, volunteer, or contractor. We take all allegations seriously and will act in accordance with **Working Together to Safeguard Children (March 2026)** and **Keeping Children Safe in Education**.

Definition of an Allegation

An allegation may relate to a person who has:

- Behaved in a way that has harmed a child or may have harmed a child.
- Possibly committed a criminal offence against or related to a child.
- Behaved towards a child or children in a way that indicates they may pose a risk of harm to children.
- Behaved or may have behaved in a way that indicates they may not be suitable to work with children.

Immediate Actions

- Any allegation must be reported immediately to the Designated Safeguarding Lead (DSL).
- If the allegation concerns the DSL, it must be reported to the Manager Sue Belfield
- No attempt will be made to investigate the allegation internally before speaking to the Local Authority Designated Officer (LADO).

Referral to the LADO

- The DSL/Manager will contact the Local Authority Designated Officer (LADO) within one working day of the allegation being made.
- The setting will fully comply with the LADO's advice regarding next steps, including any strategy discussions or meetings.
- We will not inform the accused individual until advice has been sought from the LADO, where this may place a child at further risk or compromise an investigation, however we may need to gather information or suspend the person accused of the action immediately depending on accusation.

Supporting Those Involved

- The welfare of the child is paramount; appropriate support will be provided.
- The member of staff subject to the allegation will be treated fairly and honestly and provided with appropriate support.
- Suspension will not be an automatic response unless deemed necessary to do so to safeguard children and will be considered in line with guidance from the LADO and in accordance with employment law.

Confidentiality and Information Sharing (GDPR officer is Lindsey Williams)

- Information will be handled in line with data protection legislation.

- Confidentiality will be maintained as far as possible; however, information will be shared on a need-to-know basis to safeguard children.
- Staff must not discuss the allegation with colleagues or others.

Record Keeping

- A clear and comprehensive record of the allegation, decisions made, and actions taken will be kept.
- Records will be retained in accordance with statutory guidance and securely stored.

Outcomes

- Outcomes will be categorised in line with statutory guidance (substantiated, unsubstantiated, unfounded, false, or malicious).
- Where appropriate, referrals will be made to the Disclosure and Barring Service (DBS) and/or relevant professional bodies.

Learning Lessons

- At the conclusion of a case, the setting will review the circumstances to determine whether there are improvements to be made to practice or procedures.

Use of Mobile Phones, Cameras and Electronic Devices

This setting recognises that mobile phones, cameras and other electronic devices with imaging and sharing capabilities are part of everyday life. However, their use must be carefully managed to safeguard children, protect their privacy and comply with statutory guidance, including the EYFS, Keeping Children Safe in Education (KCSIE) and Working Together to Safeguard Children March 2026.

Principles

- The welfare, safety and privacy of children is paramount at all times.
- information about children must be handled in a way that prevents misuse
- Staff must model safe, responsible and professional use of technology.
- All use of devices must comply with data protection and confidentiality requirements.

Staff Use of Mobile Phones and Devices

- Staff must not use personal mobile phones or devices in areas where children are present only in staff room/staff kitchen.
- Personal devices must be stored securely in a designated area and accessed only during breaks, away from children, in the locked box in the office.
- Staff are prohibited from taking photographs, videos or audio recordings of children on personal devices under any circumstances.
- Smartwatches with imaging or communication capabilities must be switched on to aeroplane mode at all times anyone found to breach this will be immediately subject to disciplinary procedures as gross misconduct.
- Staff must not access social media, messaging apps or personal email while supervising children on any of the nursery tablets.

Setting-Owned Devices

- Only setting-owned devices (e.g. tablets, cameras,) may be used to take photographs or videos of children.
- These devices must be password-protected and used solely for professional purposes such as learning observations and assessments on tapestry.
- Images must be stored securely in line with the setting's data protection procedures and not transferred to personal devices.
- Devices must not be taken off-site without management permission.

Photography and Recording

- Written parental consent must be obtained before any images or recordings of children are taken.
- Images must only be used for the purposes agreed (e.g. learning journeys, displays, secure parent communication platforms).
- Children must be dressed in all images, and no images will be taken that could be considered inappropriate or open to misuse.
- Staff must remain vigilant about the context and content of all images and the DSL and managers check all photos and learning journal each week from the tablets.

Parents and Visitors

- Parents and visitors are not permitted to use mobile phones or recording devices within the setting without prior permission.
- On special occasions (e.g. performances), the setting may allow photography under strict guidance, ensuring images are for personal use only and not shared on social media where other children may be identifiable.
- Visitors must be supervised at all times and adhere to this policy.

Online Safety and Sharing

- Staff must not share images or information about children on personal social media or messaging platforms.
- Any online communication with parents must take place through approved, secure systems.
- Concerns about inappropriate use of images or devices must be reported immediately to the Designated Safeguarding Lead (DSL).

Monitoring and Compliance

- The use of devices will be monitored by management to ensure compliance with this policy.
- Breaches of this policy may result in disciplinary action and, where appropriate, referral to external agencies.

Safeguarding Concerns

- Any concerns regarding misuse of mobile phones, cameras or electronic devices must be reported immediately following the setting's safeguarding procedures.
- The setting will take appropriate action in line with safeguarding guidance and statutory requirements.

This policy will be reviewed regularly to ensure it reflects current legislation and safeguarding best practice.

Safer Recruitment: Procedures for Checking the Suitability of New Recruits

Let's Play Nursery is committed to safeguarding and promoting the welfare of children and young people. We ensure that all staff, volunteers and students are suitable to work with children by following robust safer recruitment procedures in line with statutory guidance, including the EYFS, Keeping Children Safe in Education (KCSIE) and Working Together to Safeguard Children (2026).

Principles

- The safety and welfare of children is the primary consideration in all recruitment decisions.
- Safer recruitment practices are followed consistently and rigorously.
- All recruitment processes are transparent, fair and compliant with legal requirements.
- Ongoing vigilance is maintained to prevent unsuitable individuals from working with children.

Pre-Recruitment Procedures

- A clear job description and person specification will be prepared for each role, outlining safeguarding responsibilities.
- Job adverts will include a statement of the setting's commitment to safeguarding and the requirement for appropriate checks.
- Applicants must complete a full application form; CVs alone will not be accepted.
- Applications will be scrutinised for gaps in employment, inconsistencies and anomalies, which will be explored further at interview.

Shortlisting and References

Not accept open references e.g. to whom it may concern

- Not rely on applicants to obtain their reference
- Ensure any references are from the candidate's current employer, training provider or education setting and have been completed by a senior person with appropriate authority
- Not accept references from a family member
- Obtain verification of the individual's most recent relevant period of employment where the applicant is not currently employed
- Secure a reference from the relevant employer from the last time the applicant worked with children (if not currently working with children). If the applicant has never worked with children, then ensure a reference is from their current employer, training provider or education setting
- Ensure electronic references originate from a legitimate source
- Contact referees to clarify content where information is vague or insufficient information is provided
- Compare the information on the application form with that in the reference and take up any discrepancies with the candidate
- Establish the reason for the candidate leaving their current or most recent post
- Ensure any concerns are resolved satisfactorily before appointment is confirmed.

Interview Process

- Interviews will be conducted by at least two members of staff, one of whom has completed safer recruitment training.

- Candidates will be asked questions that assess their attitudes towards safeguarding and child protection.
- Identity documents, qualifications and the right to work in the UK will be verified at interview.
- Any gaps in employment history will be explored and documented.

Pre-Appointment Checks

An offer of employment will be conditional upon the satisfactory completion of the following checks:

- **Enhanced Disclosure and Barring Service (DBS) check**, including a barred list
- Verification of identity (e.g. passport, driving licence, birth certificate).
- Verification of qualifications relevant to the role.
- Confirmation of the right to work in the UK.
- Two satisfactory references.
- Health declaration to confirm fitness to work with children.
- Disqualification by Association check (where applicable under EYFS requirements).
- Overseas criminal record checks (where the individual has lived or worked abroad).
- Prohibition from teaching check (where applicable).

No individual will be allowed to have unsupervised contact with children until all required checks have been completed and deemed satisfactory.

Induction

- All new staff will receive a comprehensive induction that includes safeguarding and child protection policies, the code of conduct and whistleblowing procedures.
- Staff will be provided with the identity and role of the Designated Safeguarding Lead (DSL).
- Safeguarding training will be completed as part of induction and regularly updated thereafter.

Safeguarding Training and Support for Practice

Policy Statement

This setting is committed to ensuring that all practitioners receive high-quality safeguarding training and are fully supported to implement safeguarding policies and procedures effectively. Training is delivered in line with statutory guidance, including the EYFS, Keeping Children Safe in Education (KCSIE) and Working Together to Safeguard Children (2026), to ensure all staff remain vigilant and confident in protecting children. The setting actively promotes a strong safeguarding culture where the welfare of children is embedded in every aspect of practice.

Principles

- Safeguarding is everyone's responsibility, and all staff must be appropriately trained.
- Training is ongoing, regularly updated and responsive to local and national safeguarding priorities.
- Practitioners are supported to translate knowledge into effective safeguarding practice.
- A culture of openness, transparency and accountability is promoted.
- Children's safety and wellbeing are at the centre of all decision-making.

Safeguarding Training Provision

Induction Training

- All new staff, students and volunteers receive safeguarding training as part of their induction before working unsupervised with children.
- Induction includes:
 - Child protection and safeguarding procedures
 - Signs and symptoms of abuse and neglect
 - The role of the Designated Safeguarding Lead (DSL)
 - Whistleblowing procedures
 - Staff code of conduct and professional boundaries
 - Online safety and the safe use of technology
 - Prevent Duty Training
 - FGM training

Core Safeguarding Training

- All practitioners complete formal safeguarding training appropriate to their role.
- Training is regularly updated in line with statutory requirements and at least every two years, or sooner if guidance changes.
- Training may be delivered through a combination of:
 - Face-to-face courses
 - Accredited online learning
 - Workshops and staff meetings
 - Local authority safeguarding briefings

Designated Safeguarding Lead (DSL) Training

- The DSL (and any deputies) will complete advanced safeguarding training specific to their role which enables them to deliver in-house safeguarding training to staff.
- This training is updated at least every two years, with additional updates provided regularly to ensure knowledge remains current.

Ongoing Updates

- All staff receive regular safeguarding updates each term at staff meetings and during supervisions.
- Updates may include changes in legislation, local safeguarding issues, learning from serious case reviews, and emerging risks (e.g. online safety, exploitation).

Supporting Practitioners to Put Training into Practice

Supervision and Support

- Regular supervision meetings provide opportunities for staff to discuss safeguarding concerns, reflect on practice and receive guidance.
- Practitioners are supported to identify and respond appropriately to concerns about children's welfare.

Team Meetings and Reflective Practice

- Safeguarding is a standing agenda item in termly staff meetings.
- Case studies, scenarios and reflective discussions are used to develop confidence and decision-making skills.

Clear Procedures and Guidance

- All staff have access to up-to-date safeguarding and child protection policies.
- Procedures are clearly explained and reinforced through training and daily practice.
- Staff are encouraged to seek advice from the DSL whenever they are unsure.

Designated Safeguarding Lead (DSL) Support

- The DSL provides day-to-day advice, guidance and support to all staff.
- The DSL ensures concerns are managed appropriately and that staff understand their responsibilities.

Monitoring and Quality Assurance

- Management monitors safeguarding practice through observations, supervision and audits.
- Training effectiveness is reviewed regularly to ensure it is embedded in practice.
- Any gaps in knowledge or practice are addressed promptly through additional training or support.

Whistleblowing and Professional Challenge

- Staff are encouraged to raise concerns about poor or unsafe practice.
- A culture of professional curiosity and respectful challenge is promoted to ensure children are protected.

Promoting a Strong Safeguarding Culture

- Safeguarding is embedded into the ethos of the setting and is reflected in everyday practice, interactions and decision-making.
- Leaders and managers model safe, transparent and accountable practice at all times.
- Staff feel confident, supported and empowered to report concerns without fear of reprisal.
- Open communication is encouraged, ensuring concerns are shared promptly and appropriately.
- The voice of the child is central; practitioners listen to and act on children's views, wishes and feelings.
- Professional curiosity is actively encouraged to ensure staff remain alert to signs of abuse, neglect or exploitation.
- Continuous learning is promoted through reflection, training and review of practice.
- Safeguarding is regularly reviewed and strengthened through audits, feedback and lessons learned from incidents or national reviews.

Record Keeping

- Accurate records of all safeguarding training are maintained, including dates, content and attendance.
- Records are reviewed regularly to ensure all staff remain compliant with training requirements.

This procedure will be reviewed regularly to ensure it reflects current safeguarding guidance and best practice.

Information Sharing

[Information sharing advice for safeguarding practitioners - GOV.UK](#)

Effective information sharing is a fundamental part of safeguarding children. No single practitioner or organisation will hold the full picture of a child's circumstances; therefore, sharing relevant information between professionals is essential to identify concerns early, assess risk, and take timely action to protect children from harm.

Information sharing supports early intervention and helps ensure that children receive the right support at the right time. It enables practitioners to identify patterns of behaviour, emerging risks, or concerns that may not be apparent when information is considered in isolation. In a nursery setting, this is particularly important where young children may not be able to communicate their experiences directly.

The statutory guidance highlights that information sharing is essential for safeguarding because it allows practitioners to understand whether a child is at risk of harm or neglect, and to coordinate appropriate responses with other agencies where needed.

Key Principles

In line with government guidance, we at Let's Play Nursery recognise the following principles when sharing information for safeguarding purposes:

- Safeguarding is the priority: Protecting the welfare of the child overrides the need to maintain confidentiality where there are concerns about harm.
- Early sharing is essential: Information should be shared as soon as there is a concern, even if the risk is only suspected or emerging.
- No single practitioner holds all information: Effective safeguarding depends on collaboration between professionals and agencies.
- Information sharing should be necessary and proportionate: Only relevant information required to safeguard the child should be shared.
- Timely sharing supports protection: Delays in sharing information may increase risk to the child.
- Secure and appropriate sharing: Information must be shared safely and in accordance with organisational procedures.
- Accurate recording: All decisions about sharing information must be recorded, including what was shared, with whom, and the reasons for doing so.

Consent and Professional Judgement

Where possible, consent should be sought from parents or carers before sharing information. However, consent is not required where:

- Seeking consent would place the child at risk of harm
- There is a concern about significant harm or safeguarding risk
- Sharing is necessary to protect the child or others

Practitioners must use professional judgement and, where in doubt, seek advice from the Designated Safeguarding Lead (DSL). Decisions should always be made in the best interests of the child.

Legal and Professional Framework

Data protection legislation (including UK GDPR) does not prevent the sharing of information where it is necessary for safeguarding purposes. Instead, it supports lawful, fair, and proportionate sharing of personal information.

Nursery staff must understand that safeguarding duties require them to act in the interests of the child and that failure to share relevant information could result in missed opportunities to protect a child from harm.

Nursery Practice

In our setting:

- All safeguarding concerns must be reported immediately to the DSL or deputy DSL.
- Staff must not promise confidentiality to a child where there may be a safeguarding concern.
- Information will be shared with relevant agencies (e.g. children's social care, health professionals) when necessary to protect a child.
- Staff will follow internal procedures and seek guidance if they are unsure whether to share information.
- All information sharing decisions will be documented and stored securely.

Procedure for checking the identity of visitors.

- We ask for at least 1 form of identification and proof of which organization they may work for.
- We ensure that any visitor or prospective parent is supervised throughout their visit
- We record that ID has been checked, together with the visitor's name, reason for visit, time and date in our Visitor's book.
- No Mobile phones allowed on site by visitors or parents and must be signed into the locked phone box if staying or coming into the nursery (other than dropping off and collecting children)

Parents and Carers have free access to all information kept on their own child.
(Except in exceptional cases where Data Protection Act 1998 stipulates it is against the best interests of the child to do so.)

Our Designated Safeguarding Lead: Lindsey Williams Level 4 DSL and Advanced Safeguarding training

Deputy DSL : Lisa Herbert Advanced Safeguarding training and Charlotte Crawford

The lead officer is responsible for liaison with statutory children's services agencies, and with the LSCB. It is their duty to provide support, advice and guidance to other members of staff.

All staff at Let's Play have an up-to-date understanding of safeguarding children issues and, through in-house training, are aware of the contents of this policy and how to respond to:

- Significant changes in children's behavior.
- Deterioration in children's general well-being

- Unexplained bruising, marks or signs of possible abuse or neglect
- Comments children or adults make which give cause for concern
- Inappropriate behavior displayed by other members of staff, or any other person working with children e.g., inappropriate sexual comments; excessive one-to-one attention beyond the requirements of their usual role or inappropriate sharing of images.
- Issues which cause concern in the child's life at home or elsewhere.
- By assigning a Key Person who is responsible for the changing of children's nappies, and having Key Group times for them to talk to the children in a safe familiar situation helps us to identify any of the concerns listed above.

Types of abuse.

Physical Abuse

Emotional Abuse

Female genital mutilation

Sexual Abuse

Child sexual exploitation.

Neglect

The DSL Lindsey Williams or deputy Lisa Herbert (DSL), Charlotte Crawford, Sue Belfield the Nursery manager is available to discuss initial concerns with parents/carers and offer support and assistance. Should a member of staff have concerns about the well-being of a child they will inform the Nursery manager or DSL who will take the following action:

- Speak to the child's key worker
- Speak to Parents/carers
- The welfare of the child is paramount (Children Act 1989) and whilst we intend to work in partnership with parents and families, we will ensure that the child is the main focus at all times
 - Working in partnership with children, young people, their parents, carers, extended families and external agencies is essential in promoting welfare and safety
 - All children regardless of age, disability, special educational need, racial heritage, religious beliefs, sexual orientation or identity (or that of their parents), residency status or any other characteristic has a right to equal protection from all types of harm and/or abuse
 - Some children are particularly vulnerable because of either their current life circumstances or previous life experience, or that of their parents

- Some children are additionally vulnerable due to a special educational need, communication need or their level of dependency.

The criteria for those considered vulnerable is not exhaustive and Let's Play acknowledges our responsibility to consider each child and young person's vulnerability on an individual basis

- Sharing information with outside agencies such as those in the medical profession, second settings and social care services where appropriate is key to ensuring a multifaceted approach to safeguarding

If there are still concerns about the child:

- Contact Children's Social Care Services, Ofsted and if necessary, the police, and take advice.

All members of staff have a responsibility to ensure that appropriate steps are taken. These concerns will be discussed with the designated safeguarding Lead as soon as possible. Where staff suspect sexual abuse has occurred or is likely to occur, DSL and the Nursery Manager may contact Children's Social Care Services without first speaking to parents or carers. For all other concerns, parents or carers will be consulted immediately unless this may lead to further harm or abuse in which case, we would seek advice from the Local Safeguarding Board and or the Police.

Support to families

The nursery takes every step in its power to build up trusting and supportive relations among families, staff, students and volunteers within the nursery.

The nursery welcomes the child and family whilst enquiries are being made in relation to the abuse in the home situation. Parents and families will be treated with respect in a non-judgmental manner whilst any external investigations are carried out in the best interest of the child.

Record Keeping

Confidential records on a child are shared with the child's parents or those with parental responsibility for the child, only if appropriate and in line with guidance of the local authority.

The nursery keeps appropriate records to support the early identification of children and families that would benefit from support. Factual records are maintained in chronological order with parental discussions. Records are reviewed regularly by the DSL to look holistically at identifying children's needs.

Essential Contact Details:

Local Safeguarding Children's Board 0121 303 1888

NSPCC 0800 800 5000

Emergency police 999

Non-emergency Police 101

Government helpline for extremism concerns 020 7340 7264

Ofsted 0300123 1231

MASH – Multi Agency Safeguarding Hub

[Home - Birmingham Safeguarding Children Partnership](#)

Request for Support Referral Form
[Birmingham Children's Trust - Online Request for Support](#)

CASS contact details

Monday to Thursday 8.45am - 5.15pm and Friday 8.45am - 4.15pm

Phone 0121 303 1888 and select Option 2 then Option 2

Emergency out of hours

Phone 0121 675 4806

Early Help:

From Birmingham With Love : [From Birmingham with Love | From Birmingham with Love | Birmingham City Council](#)

Connect referral Forms [Birmingham Children's Trust - Family Connect Form](#)

The Waiting Room services the-waitingroom.org

LADO (Birmingham)

As outlined in 'Working Together to Safeguard Children' the LADO must be informed of **all allegations** against adults who work with children.

The LADO team : 0121 675 1669

[LADO-referral-form-2024.docx](#) emailed to Email:
ladoteam@birminghamchildrenstrust.co.uk

Revised March 2026 by Lindsey (DSL)
Review March 2027