



SAFEGUARDING POLICY

The Cylch aims to ensure the well-being, safety and development of every child in our care.

PRINCIPLES

The Cylch conforms to and respects the children's rights in accordance with the statements of the social services and wellbeing (Wales) Act 2014 and statutory safeguarding guidance working together to safeguard people. To this end children will have the right to expect that every adult responsible for them will protect them from every kind of abuse. The Cylch has a safeguarding policy in place to ensure that each child is safe, satisfied and is thriving, however there are occasions when it becomes clear that a child is at risk of... or is suffering from abuse. Protecting children from harm is the responsibility of every member of staff and volunteer in the Cylch. This Safeguarding policy outlines what action the Cylch will take when there is a child protection concern and action must be taken to protect them from harm. The Cylch promotes an atmosphere and ethos which enables children, staff and volunteers to express any concerns they have openly.

The following definitions are used when discussing abuse:

Physical abuse.

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or caregiver fabricates or induces illness in a child whom they are looking after. Physical chastisement is illegal in Wales and can lead to a criminal offence.

Emotional abuse

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate or valued only in so far as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. It may involve causing children frequently to feel frightened or in danger, for example by witnessing domestic abuse within the home or being bullied, or, the exploitation or corruption of children. Some level of emotional abuse is involved in all types of ill treatment of a child, though it may occur alone.

Sexual abuse.

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.





Neglect

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 involve a parent or caregiver failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs. In addition, neglect may occur during pregnancy as a result of maternal substance misuse. The Social Services and Wellbeing Act (Wales) 2014 has defined "neglect" as a failure to meet a person's basic physical, emotional, social or psychological needs, which is likely to result in an impairment of the person's well-

being (for example, an impairment of the person's health or, in the case of a child, an impairment of the child's development).

SAFEGUARDING AND PROMOTING WELLBEING

The Cylch is aware that a high level of trust and a close relationship between children and staff helps to keep children safe from harm. The Cylch will:

-  Establish and foster an ethos where children feel safe and are encouraged to talk, and where staff listen proactively to them
-  Ensure that the children know that adults in the setting will always respond to them when they are communicating
-  Ensure that opportunities are planned to develop social skills and to enable children to develop relationships with each other
-  Model professional curiosity to ensure all relevant information is gathered to create the bigger picture.

CODE OF PRACTICE

The procedures outlined in the Wales Safeguarding Procedures 2019, endorsed by the Safeguarding Children boards will be followed. The Responsible individual and the Person in charge of the Cylch are the designated safeguarding persons who are responsible for ensuring that every member of staff and volunteer understand their roles in the context of child protection, and act in accordance with the steps noted in the Code of Practice. The Cylch will establish procedures which will ensure that children are protected from all harm. The Cylch will establish a close partnership with parents/guardians in order to raise awareness of its role in caring for the children's well-being. Every new parent will receive a copy of our safeguarding policy before their child starts attending the Cylch. Parents will be informed that the Cylch has a responsibility to refer any case of suspected abuse to the Social Services Department. The staff are instructed to download the Wales Safeguarding Procedures app to view in their own time, ensuring they are kept up to date with their safeguarding knowledge. The Cylch Trustees will ensure that the Responsible individual and the Person in charge attend training to equip them to lead on child protection within the Cylch, as well as advising and supporting staff and contacting child protection agencies when child abuse is suspected regarding a child in the Cylch. The Responsible individual and Trustees are responsible for ensuring that every member of staff and volunteer in the Cylch attends training courses on child protection which includes how to recognise cases of abuse and how to respond appropriately to them.

The Responsible individual and the Trustees will be responsible for ensuring that staff and volunteers attend such training sessions regularly to ensure that they have the latest knowledge. The Responsible individual and/or the Person in charge will hold comprehensive induction training sessions for every new member of staff and volunteers. The training will include comprehensive information about the Policy and the Procedures for Safeguarding Children in the Cylch. The member of staff / volunteer will be expected to sign that he/she has received the training and that he/she understands it. The Cylch trustees, the Responsible individual, the Person in charge and all staff and volunteers will know about the Local Safeguarding Children's Board and its procedures and will be familiar with the child protection guidelines outlined in this policy.

If the Cylch Person in charge is concerned about a change in a child's behaviour or any other sign of a minor but inexplicable physical injury, he/she will discuss the situation with the parents/ guardians, if this does not endanger the child in any way and will seek an explanation for any injury or unusual behaviour. The Person in charge will inform the Responsible individual about the situation and of any discussion with the parents/guardians about the incident. A full and confidential record of the situation will be kept in the safeguarding file as well as a record of the parents'/guardians' explanation and any further steps taken. The information should be treated as totally confidential, and the file always kept in a secure location.

If a Person in charge suspects that a child is being abused as a result of physical marks on the child, behavioural signs or that the child himself/herself makes such claims, the Person in charge of the Cylch will take action immediately by contacting MASH who will advise whether or not to complete a MARF, the Police may also be informed, depending on the nature of abuse. The Person in charge will also inform the Cylch Responsible individual

CIW and Flying Start, (if the child is funded by Flying Start). If other members of staff, including volunteers, are concerned about the well-being or safety of a child in their care they will discuss the matter at once and confidentially with the designated safeguarding person. In such a case they will follow the steps noted above. If the staff in the Cylch knows that a child is on the child protection register and that this child is absent without explanation for more than two days, the Cylch will notify social services.

Allegation against staff / volunteer If an allegation or concern is noted about a member of staff or volunteer the matter should be reported to the Designated safeguarding person. If the staff member / volunteer has: • behaved in a way that has harmed a child or could have caused harm to a child • committed a crime against a child or has involved a child • behaved towards a child or children in a manner that suggests future harm could be caused if the person continues to have access to children, the Cylch must suspend the staff immediately, to remove them from the premises whilst the designated safeguarding person informs MASH, who will provide the contact for the professional strategy department, they may also suggest to contact the police, a MARF will be completed, and CIW will be informed.





Allegations against Person in charge If an allegation or concern is noted about the Person in charge, the matter should be reported to the Responsible individual immediately. If the PIC has: • behaved in a way that has harmed a child or could have caused harm to a child • committed a crime against a child or has involved a child • behaved towards a child or children in a manner that suggest that future harm could be caused if the person continues to have access to children, The Responsible individual must suspend the person in charge immediately, to remove them from the premises whilst MASH is informed, who will provide the contact for the professional strategy department who may suggest to contact the police too, a MARF will be completed, and CIW will be informed.

Allegation against a Responsible individual If an allegation or concern is noted about the Responsible individual the matter should be referred at once to the Trustees, If the Responsible individual has: • behaved in a way that has harmed a child or could have caused harm to a child • committed a crime against a child or has involved a child • behaved towards a child or children in a manner that suggest that future harm could be caused if the person continues to have access to children, The Trustees must inform MASH who will provide the contact for the professional strategy department and CIW without delay. The responsible individual facing the allegation will be suspended from work while a full investigation is undertaken by the local Social Services Department in cooperation with the Trustees and the Police if an offence has been committed. If no other individual is willing to take on the responsibility of responsible individual, the nursery will remain closed. A full, confidential record will be kept of any concern or allegation of abuse of a child who attends the Cylch, as well as a full record of any investigation conducted and the steps which were taken. These records will be kept in confidence until the child is 21 years old. Following any case or allegation of abuse the child will be fully supported by the staff of the Cylch. The Person in charge and/or the Responsible individual will undertake a Child Protection Case Conference if a meeting is called at the request of the Social Services Child Protection Coordinator.

The Multi agency safeguarding hub: Address: PO Box 97 Cardiff CF11 1BP Telephone number: 02920536490

Protecting children and safeguarding their welfare is fundamental to our work and is key to ensuring that children's rights are respected.

As a Cylch Meithrin we will:

-  Attend or undertake specialist training so that staff and the Trustees understand violent extremism, and its effect on children's welfare.
-  Continue to operate our equalities policies including disciplinary systems for cases of bullying, discrimination on the basis of race, disability, age, gender, sexual preferences, religion or social status.
-  The Cylch will follow child protection procedures as outlined in the Child Protection Policy if there is evidence or concern that a child is at risk of harm from the following dangers 1. Living in an environment where ideas and beliefs promote violent extremism 2. Suspicions that a child is at risk of being taken out of the country to a dangerous place or situation. The child protection procedures will be followed to record and refer the concern. Concerns can arise due to:
 -  Something the child has told us

- ✚ Something a member of staff has noticed
- ✚ Behaviour that raises a concern 1 Adapted from 'Revised PREVENT Duty guidance for England and Wales July 2015 HM Government'
- ✚ Comments that appear online on social media outlets
- ✚ Fears shared by other families or other members of the community, the staff at the Cylch know the children well, and professional judgement will be used to observe changes in behaviour or personality that could be a cause of concern.
- ✚ The Cylch always aims to foster a relationship of trust and mutual respect with parents and carers. Knowing parents and carers well enables the Cylch staff to observe any issues of concern and discuss them in accordance with our child protection policy.

Our designated safeguarding officers and contact details are:

Cylch Meithrin Trelai

Lisamarie Bracey & Kathleen Farleigh, Responsible individuals 02920576805/07468492896

Tanisha Branson, Person in charge 02920576805

Cylch Meithrin Caerau

Lisamarie Bracey & Kathleen Farleigh, Responsible individuals 02920576805/07468492896

Tanisha Branson, Person in charge at Cylch Meithrin Caerau 02920565207

Cylch Meithrin Maes y Morfa

Lisamarie Bracey, Responsible individual 07468492896

Morgan Glenn, Person in charge 02920497306/07579016466

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By Lisamarie Bracey