

Pre-school Learning Alliance Children's Centre

CC6.0 Information for parents - Acting to safeguard children and young people

Barleyfields Children's Centre

This information is for parents and visitors accessing services within the children's centre. A copy should also be displayed on the information board.

'Safeguarding is everybody's business'

In Pre-school Learning Alliance settings we believe that, in conjunction with the wider community, we have a duty to ensure all children are protected from harm and abuse in accordance with the law and government guidance. In some of our settings we employ or provide services for young people and vulnerable adults; the law also requires us to ensure they too are protected from harm and abuse too.

Staff and managers in this setting follow a range of safeguarding procedures based on our Three Key Commitments which are as follows.

- 1. The Alliance is committed to building 'a culture of safety' in which children, young people and vulnerable adults are protected from abuse and harm in all areas of its service delivery.**
- 2. The Alliance is committed to responding promptly and appropriately to all incidents or concerns of abuse that may occur and to work with statutory agencies in accordance with the procedures that are set down in 'What to do if you think a child is being abused' (HMG 2006) and 'No Secrets (DoH 2000)**
- 3. The Alliance is committed to promoting awareness of child abuse issues throughout its training and learning programmes for adults. It is also committed to empowering children, young people and vulnerable adults, through its curriculum, promoting their right to be 'strong, resilient and listened to'.**

What this means

The law expects us to check all staff and volunteers before we employ them to make sure no unsuitable person is able to work with the children in our care. We also ensure that staff are well supervised and that no unauthorised person can have access to the children.

You have a right to make a complaint if you feel we are not providing services in the best possible way; this will be investigated following our complaints procedure.

Any accident involving a child in our care will be brought to your attention with a full explanation given. It is also helpful if you inform staff if your child has had an accident at home. We will usually keep a written note of this information.

We will support parents who are coping with stressful situations at home. We will act in accordance with the law and our own procedures if we believe a child to be at risk of 'significant harm'. This may entail working alongside other agencies to protect children.

We have a 'designated person' in our centre who leads on safeguarding matters.

This person is Sue Smith

Confidentiality and Data Protection – what this means for you

When you and your family attend a Pre-school Learning Alliance centre, or attend any other Alliance service you will be sharing personal information about your child and your family with us. You are assured that any information you share with us is confidential to the centre and is only shared with other professionals on a strictly 'need to know' basis.

We believe in working in partnership with you. Your consent to share information will usually be sought. It will be explained to you what information we believe we need to share, with whom and for what purpose. For example if it appears your child has a hearing problem or any other developmental problem, you would expect us to find the right professionals to best help your child.

If we are concerned that a child may be experiencing undue stress or even abuse at home, or anywhere outside of the centre, we have a legal duty to share that information with a social care agency. Depending on the circumstances we may seek your consent to share the concerns we have. In some circumstances we may still go ahead with sharing that information, even if consent has been refused, where we believe it is in the best interests of the child. The reasons for this are always recorded.

If we believe any child to be in danger of harm, we do not seek consent as we are required by law to share any information that enables a child to be protected. We will always record the reason when we do not seek consent to share information.

You have a right to request to see information held about you and your family; the Centre Manager will explain how to go about this

Wider issues of safeguarding

We have a range of procedures that guide all of our services to keep children safe.

Our Health and Safety procedures ensure the environment is safe and that children's health and well being is maintained by having guidelines and information available for parents.

Our safeguarding procedures guide our staff in what to do if they have concerns about any child, young person or vulnerable adult. They also guide staff in what to do in other emergency situations, such as if there is an intruder or unauthorised visitor on the premises.

We have strict guidelines about the use of Information Technology, such as digital cameras and camcorders, to ensure images of children are used in appropriate ways. Your consent is always sought. Staff are not permitted to take photos of children on their mobile phones and are not permitted to use personal mobile phones when working in the centre.

If you are concerned about the behaviour of any adult who is working or providing a service within the centre, please report your concerns in the first instance to the Centre Manager.