



Little Foresters Crèche

Child Protection Policy and Procedures

The Playgroup will create an environment in which children are safe from harm and abuse, in which the welfare of each child is paramount and any suspicion of abuse is responded to promptly and appropriately. In order to do this the group will:

- Exclude known abusers
- Prevent abuse by means of good practice
- Respond appropriately to suspicion on abuse
- Keep accurate records
- Liaise with other bodies
- Support families
- Offer training

Exclude known abusers.

It will be made clear to applicants for posts, paid and unpaid within the playgroup that they will be asked to sign a statement giving details of any convictions for criminal offences against children including any spent convictions under the Rehabilitation of Offenders Act 1974 and to give permission for checks to be made for any criminal records. All appointments paid and unpaid will be subject to a probationary period and will not be confirmed unless playgroup is confident that the applicant can be safely entrusted with children.

Prevent abuse by means of good practice.

Children will be supervised at all times by a responsible adult. There are no circumstances in which a child will be punished by smacking, slapping or shaking. Neither will humiliation or frightening methods of punishment be used.

Children must not be left alone with visitors to playgroup.
Children will only be collected from the group by an authorised adult.

The group will ensure all staff and volunteers have knowledge of and access to Wales PPA Child Protection Guidelines, and encourage accurate record keeping.

The group will hold regular meetings with staff and volunteers working in the group to facilitate the raising of any concerns.

Respond appropriately to suspicion of abuse.

Changes in a child's behaviour or injuries will be investigated.

Children will NEVER be smacked, shaken, humiliated ridiculed threatened or left in isolation or made to feel unwanted or undervalued.

Unacceptable behaviour, including bullying will be dealt with as follows;

- The child concerned will be spoken to about the incident.
- The matter will be discussed with the parents/carer.

*In the event of an allegation of abuse against a member of staff this should be reported immediately to Chantelle Vaisey
Manager of Forest Children's Centre 01633 816774*

Newport Child Protection Team 01633 656656

Lynford Meade 01633 233293

*Call Centre ask for Duty Social Worker (out of hours) 0800
3284432*