

# VALE PLAY

## Child Protection Policy

Vale Play provides a safe, secure, clean, suitable and nurturing environment for children to grow and develop and provides a rich environment for play with adequate space and an appropriate location. It is welcoming and friendly to children and adults and offers access to the necessary facilities for a range of activities that promote their development. The physical environment is safe, secure and suitable for its purpose. The indoor space offers natural lighting, adequately ventilated and maintained in a suitable state of repair and decoration. All rooms are large enough for scope for free movement and spread out activities. The rooms are solely used by Vale Play during hours of operation and maintain a temperature of 18 degrees. Staff at the club are committed to practice which protects children from harm. This includes safeguarding children's welfare whilst meeting their individual needs. All staff accepts and recognises their responsibility and role in safeguarding children and ensures it is their first priority. There is access to a phone.

All staff at Vale Play will endeavour to safeguard children by;

- Adopting child protection guidelines through procedures and a code of conduct for staff.
- Sharing these guidelines with parents, carers, staff and volunteers.
- Sharing information about concerns with parents and appropriate agencies such as Social Services.
- Obtaining a Disclosure and Barring Services (DBS) identity checks and any relevant health checks.
- Providing effective training, support and supervision of staff.

The Child Protection Policy and Procedure has been approved by the Nominated Person.

We are fully aware of the LSCB (LOCAL SAFEGUARDING CHILDREN BOARD) and All Wales Child Protection Procedures.

We are also familiar with the Welsh Governments guidance on safeguarding children under the social services and well-being (Wales) act 2014

Guidance was taken from the what to do if you are worried a child is being abused summary by the Department of Health.

## Child Protection Procedures

What is child abuse?

A child is abused or neglected when somebody inflicts harm, or fails to act to prevent harm. Children may be abused in a family or in an institutional or community setting, by those known to them or more rarely, by a stranger. A

child or young person up to the age of 18 years can suffer abuse or neglect and require protection via inter-agency child protection plan.

### Children in need

Vale Play has a duty to work with the local authority to safeguard and promote the welfare of children in need.

The Children Act 1989 defines a child in need as follows:

"A child shall be taken to be in need if –

- a) S/he is unlikely to achieve or maintain or to have the opportunity of achieving or maintaining a reasonable standard of health or development without the provision for him/her of services by a local authority.
- b) His/her health or development is likely to be significantly impaired, or further impaired, without the provision for him/her of such services or
- c) S/he is disabled."

### Which Children are in Need?

- Disabled children and children with significant emotional and behavioural difficulties.
- Children at risk of significant harm, for example as a result of neglect or abuse.
- Children separated from their parents and families.
- Children at high risk of family breakdown, for example children whose parents are living on low income wages or Income support, in one parent families, in overcrowded conditions or in temporary accommodation or large families with limited informal support.
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### What is significant harm?

Significant harm includes:

Neglect-the persistent or severe neglect of a child, failure to protect a child from exposure to any kind of danger, including cold and starvation, extreme failure to carry out important aspects of care resulting in significant impairment of the child's health or development, including non-organic failure to thrive.

Physical Abuse-actual or likely physical injury to a child or failure to prevent physical injury (or suffering to a child).

Sexual Abuse-actual or likely sexual exploitation of a child.

Emotional Abuse-The persistent or severe emotional ill treatment or rejection which has actual or likely severe adverse effect on emotional or behavioural development.

## Causes for concern

**Physical Injuries-** The club staff are in regular contact with young children therefore are familiar with the normal range of minor injuries that children sustain in their day to day activity. There is a cause for concern if the child appears to sustain significantly more than the average of these types of injuries, or if the injury is in an unusual place, or forms a pattern suggesting the child has been hit, gripped or bitten, or is in physical pain or discomfort.

Burns and scalds that have not been treated by a doctor are a cause for concern. Bone or joint injuries-any fracture or joint injury that has not been treated by a doctor is a cause for concern.

**Internal injuries-**Serious damage can be caused to a baby by shaking injuries (intra-cranial haemorrhage). There are no external evidence of injury except maybe fingertip bruising may be seen on chest, shoulders and upper arms. The injured child may be drowsy and may vomit or have convulsions.

Violent shaking or poking injuries can cause haemorrhage or rupture of internal organs. There may be no external injury however the child may appear shocked with pallor, sweating and a weak pulse.

Poisoning of children by their parents and carers is unusual although sometimes parents and carers give their child tablets, medicines or tranquillisers. If poisoning occurs, it may give rise to puzzling, often recurrent, episodes of illness.

**Physical and Nutritional neglect-**Poor physical appearance –there is cause for concern if a child repeatedly comes to club inappropriately dressed for the weather, or dirty, or in soiled clothes.

Nutritional neglect- Failure to grow properly may indicate serious neglect. The child may be generally undersized or of an average height but seriously underweight.

**Emotional Abuse-**There is reason to be concerned if a child repeatedly shows a negative attitude towards a parent/carer when brought to or collected from club. Also if there is a pattern of destructive, cruel, challenging or withdrawn behaviour whilst in the club's care, or significant feeding/toileting problems. The emotional neglected child may crave adult attention and affection inappropriately, may persistently seek physical contact and compensatory eating may be a feature.

**Verbal Comment/Disclosure-**Children may say things that give cause for concern. If so they should be questioned about what they have said, but should be reassured that you are listening and encouraged to say more if they would like to. The observation of the child at play or interaction with the child may give reason to suspect that the child is being abused.

**Negative Parenting**-Parents may give cause for concern if they regularly display anger or indifference or rejection to a child, or favour one child over another.

**Sexual Abuse**-A child's statement that s/he has been sexually abused should always be taken seriously.

One or more of the following factors may give cause for concern:

- Bruises or bleeding in the genital or rectal area.
- Abnormal dilation of the urethra, anus or vagina.
- Stained or bloody underclothing.
- The child may have difficulty walking or sitting.
- Knowledge of sexual matters far in excess of age, evidenced in play or drawings.
- The child may hint at unacceptable family secrets.
- Sudden changes in mood or behaviour or regression in behaviour.
- Recurrence of bed wetting, soiling/smearing may occur.
- Lack of trust in adults, for example girls may be fearful of men.

### **Abuse Response to Suspected Child Abuse**

A child's behaviour, comment, disclosure,  
Your own observations or details in a report  
cause you to be concerned for a child's  
Safety.

Remain calm, stop and listen, comfort, observe.  
Record actions, concerns and your response,  
Then report to the Child Protection Co-Coordinator  
(CPC) or person in charge. (Kara Oakley and Kirsty Clarke)  
If necessary, ensure medical attention is received. Complete

Report

Form including diagrams

Never promise anyone  
Else that you will keep a secret

Do not ask leading questions

Arrange a meeting with the  
Relevant staff at the school for more  
Information on the child.

Check the Childs records  
Previous reports.

Depending on the situation, possibly person in charge talk to guardians/parents to establish how the injuries occurred. If possible, ensure a witness

is present. Record the conversation, consult with the CPC or the person in charge.

If CPC and Senior Management Team the are satisfied with parent's explanation add the report to the child's records

hours, referrals

out of office

police.

If there is a cause for concern,

CPC needs to contact the duty Social worker at the local office.

If outside office

Need to be made by

Duty service or the

If the CPC is uncertain, a phone call could be made to social services for some advice.

### **Confidentiality**

Concerns should be kept confidential and particular care taken when dealing with sensitive information. There is usually implicit consent to disclose information to staff within the setting, however information may be disclosed to other professionals if circumstances justify the disclosure.

### **Recording information**

Recording an accurate account of all disclosures, child's behaviour, conversations and observations is vital to ensure that full, clear information is passed on to Social Services in the event of a referral being made.

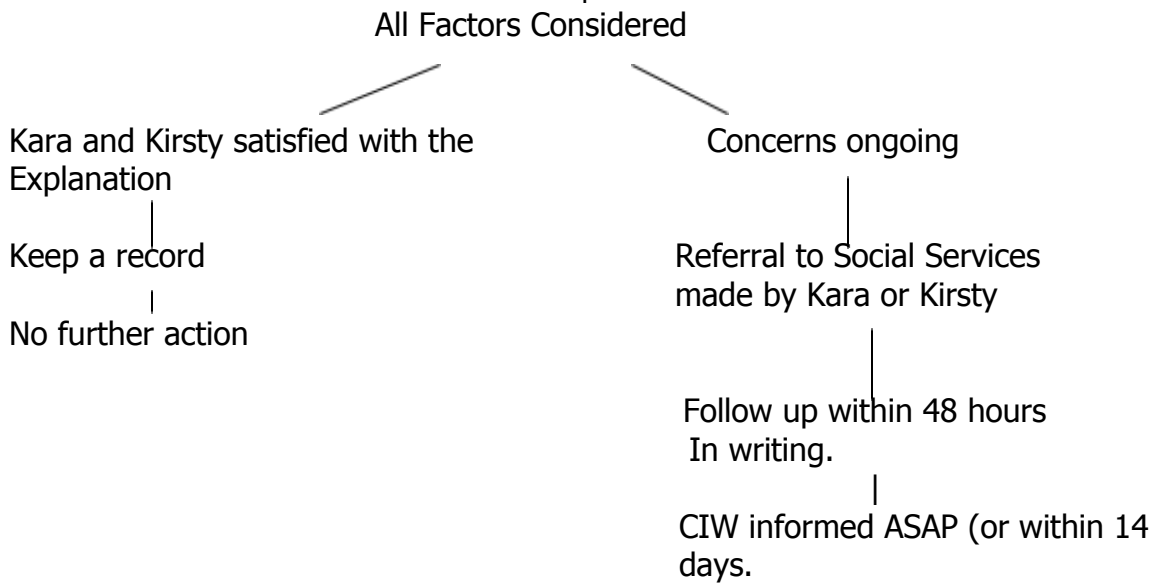
### **Reporting Child Protection Concerns**

Flow Chart 1

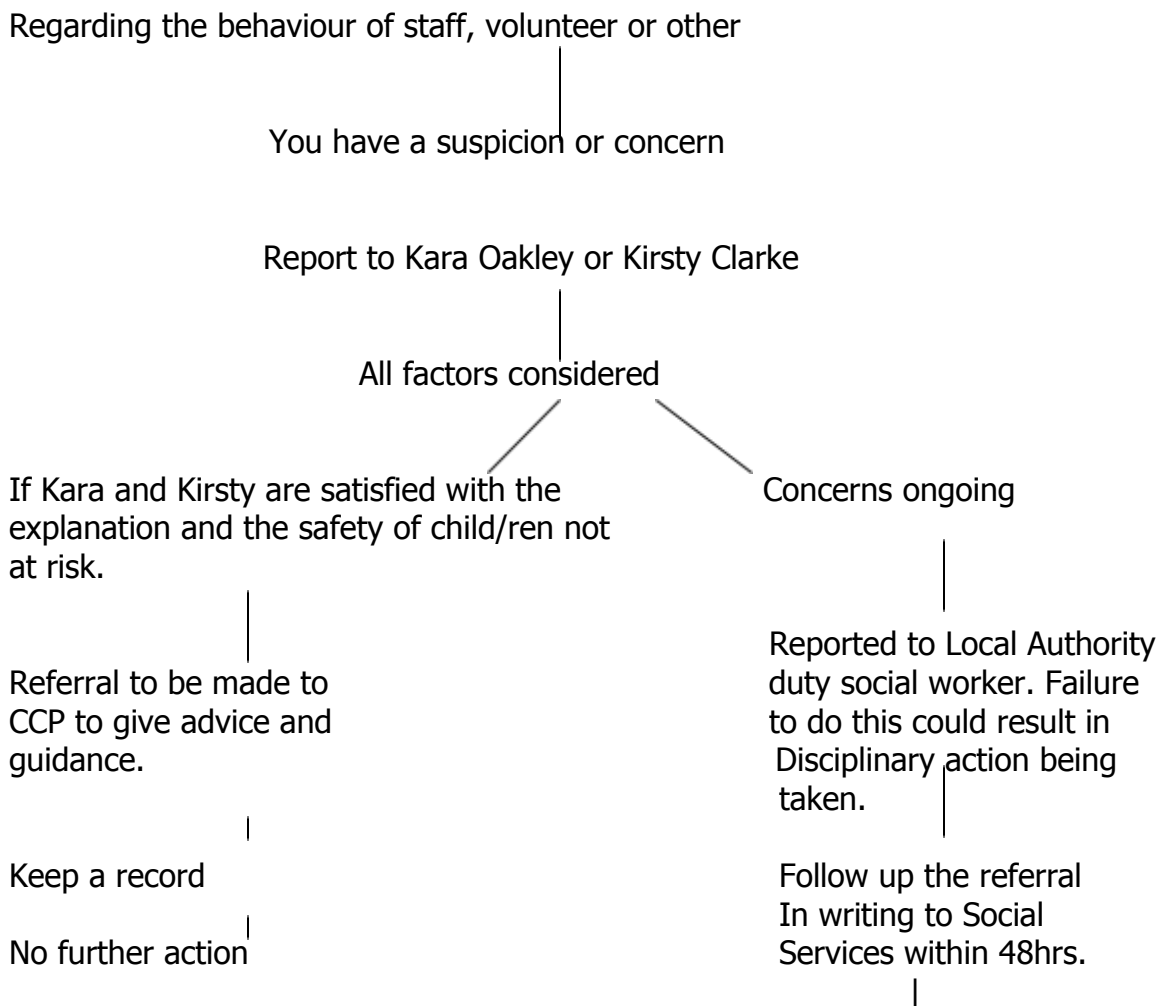
Regarding a child

You have a suspicion or concern

Report to Kara Oakley or Kirsty Clarke



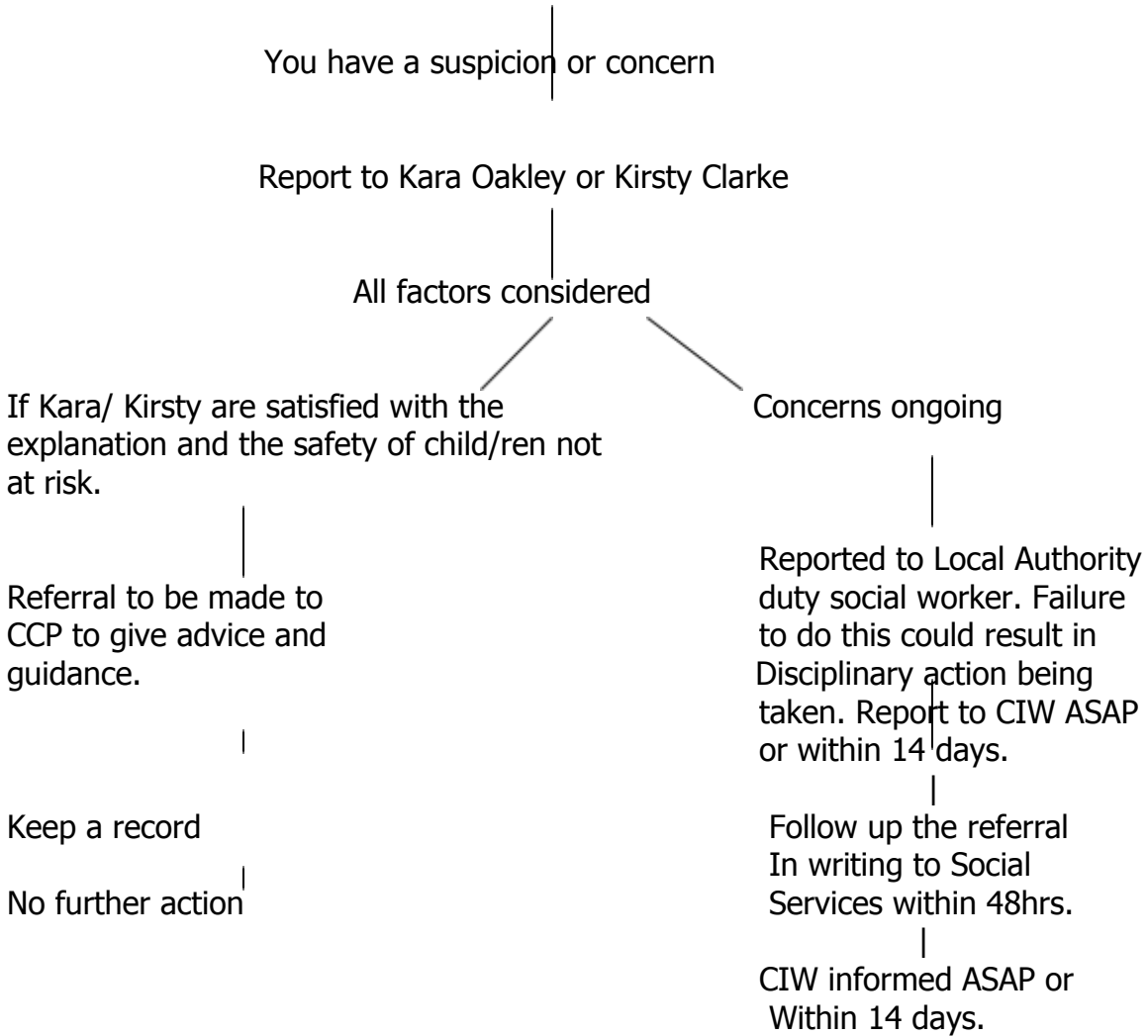
**Flow Chart 2**



CIW informed ASAP or  
Within 14 days.

**Flow Chart 3**

Regarding the behaviour of Kara Oakley or Kirsty Clarke



Action to be taken if an allegation is made against the responsible individual.

If an allegation needed to be made against Kirsty Clarke please address your concerns to Kara Oakley.

If an allegation needed to be made against Kara Oakley please address your concerns to Kirsty Clarke.

If an allegation needed to be made against Kara Oakley and Kirsty Clarke please address your concerns to CIW (details below)

### **What Happens Following a Referral**

Social Services will acknowledge receipt of the referral and feedback to the CCP regarding the next course of action.

Club staff may be required to produce statements and/or liase with Social Services and/or police.

### **Referral Record Form**

Name of Child Child's date of birth Age Address	
Ethnicity: Disability if any: First Language: Any Special Factors:	Religion
Name of Siblings;	
School Address;	
GP Address	
Health Visitor Address;	
Is parent / Guardian aware of this Referral? Yes / No Verbal / Written	
Date of birth:	
Parents name: Address:	
Date of report Time and date of incident:	
List of people involved:	



Reason for the Referral  
List incidents and / or concerns

Child's behaviour/words/comments

Your observation, your response

Has there been a conversation if so what was said?

Please comment on strengths, current needs, difficulties, problems.

Health;

Education;

Emotional and behaviour development;

Identity;

Family and social relationships;

Social Presentation;

Self care skills;

Basic care;

Ensuring safety;

Emotional warmth;

Stimulation;

Guidance and Boundaries;

Stability;

**Family and Environmental factors**

**Please give details of history and current situation**

Family history and functioning;

Wider family;

Housing;

Employment;

Income (any difficulties);

Family's social integration;

Community resources;

Action taken

Print name ..... Position .....

Signed .....Date .....

**Contact Names and Numbers**

**Club**

Persons in Charge-

Kara Oakley

Kirsty Clarke

07968436324

07590024923

Other contacts;

Referral and Assessment

Haydock House, Holton Road, Barry,

01446 725202 (Mon – Thurs 8.30am – 5.30pm, Friday 8.30am – 4.30pm)

Emergency Duty team – 02920788570

Local Police – 02920 222111

NSPCC – 0808 800 5000

CSSIW SOUTH EAST OFFICE INSPECTOR NAME .....

0300 7900 126

Child Protection Co-Ordinator

Kara Oakley/Kirsty Clarke

### **Making a Referral**

When making a referral please ensure that you have at hand the following details:

- Child's basic details- name, address, date of birth, parent/carers name, and contact telephone numbers etc.
- Details of child's G.P./ Health Visitor
- Your name and contact number
- The reason for referral, any action you have taken so far (contact with carer, consultation with colleagues)
- Any history of concern with actions taken.

When making a referral to the Emergency Duty Team you will be transferred to an answering machine, please leave your name, name of the club and a contact number. The Duty Social Worker will contact you as soon as possible. As a last resort Social Services and the Emergency Duty Team are to be contacted in the event of a child not being collected from the club. The Referral and Assessment Team are also available to give advice and support. If you are unsure of any child protection issues do not hesitate to contact them. Alternatively FACT and NSPCC are also available to give confidential advice. If in doubt always ask. If you have any suspicions that a child in your care is being abused take action quickly do not delay.

### **The role of the Child Protection Co-ordinator**

Main purpose to liaise with child protection agencies in any child protection situation. To ensure that staff are aware of child protection issues, including possible indications of abuse or neglect, and receive training and support to enable them to implement Child Protection Policies and Procedures.

## **Roles and Responsibilities**

- To liaise with child protection agencies in any child protection situation.
- To ensure that all relevant people are kept informed on issues such as case reports, referrals and where appropriate disciplinary action.
- To provide information, advice and support to staff.
- Ensure child protection policies and procedures are kept up to date according to ACPC procedures.
- Maintain case records.
- Attend any child protection training and feedback to staff.

Designated Person Kara Oakley and Kirsty Clarke.

PLEASE NOTE;

THE DATA PROTECTION ACT 1998, PERMITS DISCLOSURE WITHOUT CONSENT IF IT IS NECESSARY TO SAFE GUARD A CHILD AT RISK OR CHILDREN IN THE PUBLIC INTEREST.