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**Safeguarding and the Wellbeing of Children**

**Additional Guidance for the EYFS**

The Life Nursery will ensure that we continue to provide a safe and secure learning environment in which children can interact and explore the rich and diverse learning opportunities both inside and outside the nursery.

**In the Early Years Foundation Stage we aim to:**

* Establish an environment where children feel safe and are confident to talk – knowing someone will always listen;
* Support children to develop the skills that they need to stay safe;

**Staff are responsible for:**

* Ensuring ID is checked by staff when visitors come to the nursery
* All visitors are asked to sign in
* All children are signed in/out on the register
* A member of staff is always stood at the door, welcoming parents and children
* Updating how many children are in the nursery / leaving the nursery on the door
* All doors and gates are locked
* Daily risk assessments are completed by staff
* Staff registers are completed by Manager/Deputy Manager
* Discussing children’s individual needs with parents daily

**Anti-Bullying and Safeguarding Procedures**

All staff/students/volunteers will look out for signs of:

* Significant changes in children’s behaviour;
* Deterioration of their general well-being;
* Unexplained bruising, marks or signs of possible abuse;
* Signs of neglect;
* Comments children make that are a cause for concern;
* Any reason to suspect neglect or abuse outside of the Nursery, for example in the child’s home and/or
* Inappropriate behaviour displayed by staff, or any person working with children. For example, inappropriate sexual comments; excessive one-to-one attention beyond the requirements of their usual role; or inappropriate sharing of images.

Any of the above will be reported to the Designated Safeguarding Lead, Louise Gray, Manager, who will follow procedures set out in the Safeguarding and Child Protection policy. The Designated Safeguarding Lead or Deputy Safeguarding Lead – Francesca Edwards will always be in Nursery or be available to be contacted by telephone throughout the working day. However, all staff working in The Life Nursery are trained to be vigilant that a child’s wellbeing and needs are being met at all times.

**Staff recruitment, induction and training**

All staff appointed to work at The Life Nursery have a stringent DBS check and we ensure that they are suitably qualified to work in our nursery. We provide our staff with opportunities for coaching, training, mutual support, team work, continuous improvement and confidential discussions of sensitive issues. They have regular opportunities to develop professionally through regular staff training opportunities, support, team meetings and supervisions with Manager.

In addition, The Life Nursery provides opportunities for staff to discuss any issues – particularly concerning children’s development or wellbeing, identify solutions to issues and receive support in improving their personal effectiveness. Staff supervisions are carried out termly and appraisals annually whereby training needs are discussed.

All staff at The Life Nursery have regular safeguarding training as part of their induction to the Nursery. In addition, they sign the Code of Ethical Practice to ensure that they meet the highest professional standards when dealing with the children in our care.

All staff have read the ‘Working Together to Safeguard Children’ 2018 document. Updates are shared with staff when required.

Designated Safeguarding Leads attend refresher training every two years.

**Ratios**

The Life Nursery ensure that staffing levels are fully compliant with the ratios required by the EYFS Statutory guidance in order to ensure that we meet the needs of all children and ensure their safety. We ensure that all children are adequately supervised and deploy staff accordingly.

For the children who are **2 years old**:

* There is one member of staff for every 4 children;

For the children who are **3 and 4 years old:**

* The Manager holds a degree in Childhood Studies with Early Years Professional Status and can supervise up to 13 children at any one time
* All other staff can supervise up to 8 children at any one time

Parents are informed of their child’s key person and this is on display in the Nursery.

Children in The Life Nursery will be always within sight or hearing.

**Use of mobile phones**

Children have their photographs taken to provide evidence of their achievements for their Learning Journeys. Staff, students and volunteers are not permitted to use own devices such as mobile phones to take photos or use in the nursery in front of children. Under the GDPR (2018) Data Protection Act

1998, The Life Nursery will obtain parental consent to take photographs using tablets and ipads belonging to The Life Nursery.

Parent’s consent is specifically sought for photographs to be used in learning journeys, displays in nursery, newspapers, facebook or websites.

**Medical Conditions and Policies**

The following members of the Life Nursery hold a full paediatric first aid certificate:

* Louise Gray, Manager
* Francesca Edwards, Deputy Manager
* Demi Gibson, Early Years Practitioner
* Saaiba Talib, Apprentice, Early Years Practitioner

**Procedure for dropping off/ picking up children**

* All children will be welcomed at the door by a member of staff;
* At the end of each session, no child will be released until a parent or designated person known to the nursery arrives to pick up the child;
* If someone unknown to the staff comes to collect a child then a phone call to the parent will be made;
* No child will be released to an unknown adult;
* The use of a password may be used should a parent inform staff that somebody else will be picking up their child.

**All incidents of concern are recorded on a ‘Chronological Report’ form and locked away. This includes any Safeguarding or Child Protection concerns, behaviour incidents or comments made by children and conversations held with parents.**

Reviewed by Louise Gray and Fran Edwards – September 2020

Policy read and agreed by:

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