



Allegations of abuse made against a member of staff

Unfortunately, child abuse does occasionally take place in day care settings, so we have introduced this separate policy to remind staff of the measures that can be taken to reduce the risk of any allegations being made against them or another member of staff. It also contains the procedure, which will be undertaken if an allegation is made against a member of staff. This complies with both the Early Years Foundation Stage (2012) and Kent Safeguarding Children Board Procedures.

How we can protect ourselves?

- If a child sustains an injury whilst in our care, we will record it in the accident link within Baby Days to inform parents/carers immediately. When the child is collected, we will inform whoever picks the child up about the injury and ensure that they sign the accident form electronically.
- If a child arrives with an injury sustained elsewhere, we will ask for an explanation and again record this within the accident log on Baby Days and ask whoever has brought in the child to sign the record.
- We will ensure that all staff undertake regular child protection training.
- We will ensure that all parents understand our role and responsibility in child protection. Within the pre-school this will be to parents in writing within the prospectus before the child begins to attend Fawkham Montessori Pre-School.
- Our Behavioural Management Policy states that no physical sanctions will be used, and we will ensure that everyone complies to this within the setting.
- We will try to avoid situations where an adult is left alone in a room with a child. If this does occur, we will make sure that the door is left open and there are other people around.
- We will avoid engaging in rough physical play with children- as this may be misconstrued and could cause accidental injury to a child.
- We will avoid doing things of a personal nature for children that they can do for themselves.
- We will take up references, including one from the candidate's last employer, and will always question any gaps in employment history.
- We will encourage an open door ethos, to enable staff to talk to senior managers if they have concerns about the conduct of any of their colleagues.

What happens if an allegation of abuse is made against a member of staff in the Setting?

- If anyone makes an allegation of abuse against a member of our staff, either Katie Houlding or Abbie Mahoney will be informed immediately.



- They will assess whether the allegation reaches the threshold for referral to Police/Children’s Social Services and advise accordingly regarding further action to be taken in respect of the child and the member of staff.
 - The allegation with the member of staff concerned, unless advised to do so by Children’s Social Services.
 - **All staff need to be aware that it is a disciplinary offence not to report concerns about the conduct of a colleague that could place a child at risk. When in doubt – consult.**
 - If Children’s Social Services and/or the police decide to carry out an investigation, **it may be possible that we will be advised to suspend the member of staff, whilst enquiries are carried out.** Fawkham Montessori Pre-School could also invoke their disciplinary procedure.
 - We will not carry out an investigation ourselves unless Children’s Social Services and the Police decide it is not necessary for them to do so. We understand that Ofsted may wish to undertake further investigations in some circumstances.
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- **If a call is urgent i.e. a child is in immediate danger, and the call cannot go through to the officer on Duty, the call should go through to the Central Referral Unit on: 03000 41 11 11**
 - **Urgent child protection issue outside of office hours, Call the Central Duty Out of Hours Number: 03000 41 91 91**

This policy was adopted by

Fawkham Montessori Preschool

On

18th March 2020

Date to be reviewed

18th March 2021

Signed on behalf of the provider

A.Mahoney

Name of signatory

Abbie Mahoney

Role of signatory

Pre-School Manager