



**Playhouse Pre-school
Broadwater**

Allegations of Abuse Against a Member of Staff Policy

Statement of intent

Unfortunately, child abuse does occasionally take place in child 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 Ofsted and Children’s Services.

EYFS Key Themes and Commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Developing
1.3 Keeping safe 1.4 Health and well-being	2.1 Respecting each other	3.4 The wider environment	

How we protect ourselves

- If a child sustains an injury whilst in our care, we will record it in the accident/incident book as soon as possible. When the child is collected, we will inform whoever picks the child up about the injury and ensure that the parent/guardian also sign the incident book.
- If a child arrives with an injury sustained elsewhere we will ask for an explanation and again record this on an existing injury form and ask whoever has brought in the child to sign the record if appropriate.
- We will ensure that all staff undertakes 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 handbook before the child begins to attend Playhouse Pre-School.
- Our Behavioural Management Policy states that no physical sanctions will be used and we will ensure that everyone complies with it in all rooms 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.

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- 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.
- We will not use personal mobile devices during Pre-School contracted hours all devices are switched off and kept in lockers.
- We will only use designated pre-school cameras/iPads for photos and filming for evidence of children's learning and development.

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, the Manager Zoe Munford will be informed immediately. The Manager will then make a referral to the LADO.
- The Manager will complete the attached form for recording allegations or complaints made against staff.
- She will not discuss the allegation with the member of staff concerned, unless advised to do so by Children's 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 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.** Playhouse Pre-School could also invoke their disciplinary procedure.
- We will not carry out an investigation ourselves **unless** Children's Services and the Police decide it is not appropriate for them to do so. We understand that Ofsted may wish to undertake further investigations.

Always remember;

The welfare of the child is Paramount.

This policy was agreed by the staff of Playhouse Pre-School Broadwater.

Adopted on 9th February 2017 and will be reviewed annually.

Reviewed on 7th July 2023 by Z. Munford