UCLan Pre-School Centre

Safeguarding Policy and Procedures (Updated May 2022)

N QG PI QG I QGI NQIF IPQOP PG QP N N Safeguarding Children, Young People and Vulnerable Adults at UCLan Policy and Procedures (2018)

1. Introduction

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LLG LM IPM PIGNI QGOP
                       \infty1 P 1
 QGNN GNOO P LM I PM QG PI QGI
         COP P N GF P N
 PI PG N NI P L M I PM PG P N
Q PM QM N Q LM I NI P
                       PM NI P L P
IG OP PLM IPM NIP Q PM Q
 PFIQGPIQGI
                    PI N
   Q LQ N
OMNNOLINOGI OF IF GNOOLP
      PI Q P LL I P PI Q P
 LL I P
 NPN GNOOL PN PIIOLOPGI
PGOOLPIPGNNIPLMIPM
                           GF P N
                            PG
     NIP OPMIPO. IMOLNO. O. GGPI
 N QGPIQGILQLMIPMNIP
GPF GG I
N GNOO P O.G PI
               OG I
                     Q N Q
 OPF OLN PM LL PI OLP
                     P OP O
LM IPM PIGNI Q G CP N Q G PI CCG I
PGOP PG OP N N
           GFPNPGQPIPGN
NIP LM IPM PG P N
N QG PI I QGI N F P P
                         MCC
                             GG
           GVCC P
                        G OP
M I Q Q N
  G
     PPIQP PLM IPM PI QQPM N
 GNI PPQ G
          P N Q P QP M I PG PI N N
LM IPM NI P GFP N P G QQ PI PG N
NIP LM IPM PG
               PΝ
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Q PM QM N Q LM I NI P I LP LM I PM PI

GQ PM L M I PM P PM N P F N Q GQMP

MP QL Q P F PI P M G PI PQ NQ Q QPI Q

P GQPG P

PM QP I G QP PQ MP I L M I PM

LLG NQ I MP I Q I QP F LQ

L M I PMGN I P NP N PM PI NQ N QG

Q N I P QG G Q N

Q P GQP PG QP N N P PM P M P M I PM I

QP P

MP I I G QP N P MP PM P QGQPL N N PQ

GN PM P N QP Q QL QP G G PG P I Q

LG QP F QG QP

 N G P
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 N GNI P I
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 Q P PI N P I PI N QL GNI F
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 QL GNI F
 L Q N

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 Q N P I F LQ
 QF
 G Q N

 PI
 QL QP
 I P PI Q P
 NQ GQ
 P Q GQP G
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 GNI P PI L
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 Q Q P F
 Q Q GNI P
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N GNCQ P Q Q P GQQ QP N N P Q Q M PG PI N Q N PLQ QP P P P I GN I N GQ M N P Q Q N P Q Q M N P Q Q M N P Q Q M N P Q Q M N P Q Q M N P Q Q M N P Q Q M N P M Q QP F Q N G Q P P I I Q L M I P I Q Q N GN I L N N P I N Q P M P M N GN I P I M P G L G Q Q Q Q

N GNCQ P P Q GOMP N Q PG OL
PMP I PI Q I PM Q G F PQ G
LQ GN I PI I QF P GLGG G PG PI N
P Q LL G P Q Q PM N L QLGN I P N P G PM
Q P Q I PM M I PG QQP

QF M P QP P GN I L N Q GN QP

QG M PG Q PM QM N N I Q G QP N G QP P Q
N Q NQ QLGQPG P N GN I F QL
MP L GL GN I P PI Q G N LQ N

2. Mission Statement

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PLO OPPIOFG GOIIOPLO
                              Ν
 OP NON NOOPGPOG
                  N M CP
                          N I
IG OPNN
           GOLIPM FIOP POOP PGOPN
         MP I LM I PM LLG N GOPG P P I Q
    PΩ
F L I OP O, N OG NO.
                 MP I LLG
                          NI P CG
                ΡN
    QNQG
            NP
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                                Ν
Q
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The Senior Designated Safeguarding Officer and PSL(O) considers (see Appendix A):

P I QF G FQ P QPMQPM Q N N N N N GN I
PI N L Q Q PM P MPM P PLQ QP
NQ PI N P Q N PLQ QP P Q N PMQL PLQ QP
G Q QP

Sharing Concerns with Parents/Carers:

N GNOQ FOGN PLQ OP L I OP
QG GQ G Q LM I PM OP F LQ N
Q
QGPQ I M L PM PI NQ N

P NO P PM OF G FO O QQIQLMIN LOLGNIPPIL IGLQ LPG

N I F P I P M G OL P L G I N PQ P Q N P Q Q P Q N P Q Q P Q Q Q P Q Q Q P Q Q P Q Q P Q Q P Q P Q Q P Q P Q Q P Q P Q Q P Q P Q Q P Q P Q P Q Q P

Q PG PI GNN GNQQ P G PQ IM N
I P PM I G Q P N PM GQPG P G P F I PM Q
PI N I GQP PG LQ GNI P Q N PI LQ PQ
I N P PM L

8. Sharing Information and Data Protection

N N PLQ OP N

901 0L 0L 1 G 0P PIN 0P LO NN 0 N PLO 0P 0 PO L 0L 1 GI 0L N NP 601 N 0L N N I N NO PILO N 0

Data Protection

NPN GOPG P FQ N L OLGNIN GNOQ P
GOMP N N N PMOLPLQ OPP PI LLG PP
F PQMP OPGPIG N OLN N N
Q G OP G G I OPQMP OPPIPI I Q
OG OPPLQ OPL PI L PQ F Q N PM
PLQ OPN N L Q I Q Q Q I P GN I Q P F
I F PM G I OLN PI L Q I PQ P N PM
N N L M I PMGOPG P

Data Protection Act Principles

P M CP Q CP NQ Q NGN I P NQN N N I P NQ N N N N I GN I Q N N N I GN I Q N N N I GN I Q N I Q GN I Q N I Q GN I P P N PI G N Q Q Q Q N Q Q N I P P N PI G N Q Q Q N Q Q N I P P N PI G N Q Q Q N I P P N PI G N Q Q Q N I P P N Q Q N I P P N PI G N Q Q N I P P N Q N I Q N I P N Q Q N I Q

N L I CG P ILPM PI Q P I G LQ GNQQ M
PI I I P G CF NGN G I PG LQ L
Q PM G G LQ I NQ Q N N I P PI Q PM Q
PI PM N I P L P I G CP L M P G
I CG P N GQ P P PM CG I PI P Q CGQ
N M I PG NMN MN N I QL I NQ GQ P Q G N
GN I P PI Q PM Q P N Q N I QL G Q L M I
PI Q Q N L

Keeping DBS Certificates and other ID documents

Q QL NIQG P IQ LIP NQIF N N
QP QIF PQQ QLN G LG PQ
QPM NP QPN PM NIP LPIG QP QQ
QLQNIQG P IQ LN QG LGPII IP MN
QQPL MN

Single Central Record

 QP
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 MN
 QLQ
 PM
 PI

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 ILL
 LG
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 QP

 I
 LQ
 QL
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Disqualification

PM G N P QP I L I N GNQQ P
PQ Q N QP N N F GQ Q QL P
PLQ QP N I QI LG QP QL P Q
Q G QP Q P N L QL GN I P QF I L I
F G N P N NQ NQI PQN QP NQ
I L I P GNG G PG LL I P PI Q P NP
N I QPQ L N PM P M

Useful Telephone Numbers

- Saskia Gregory/ Lisa Best Senior Designated Safeguarding Officers 01772 892597
- LADO 01772 536694
- Ofsted 0300 123 1231
- LCC Children's Social Care 0300 123 6720
- Emergency Duty Team 0300 123 6722
- Early Education Safeguarding Officer Catherine Isherwood – 07909 001430

Q NI P F	
Information Received	d by Senior Designated Safeguarding Officer
Q Q G I	
MP	
Response by Principa Safeguarding Officer	al Safeguarding Lead (Operational) or Senior Designated
GO I G CP	
PARENT/GUARDIAN	INFORMED (C&YP only)
CP GI	
IG OP MP OL	
P I	

Appendix C: Child Sexual Exploitation

NI Q QP LQ QL F N GNI P Q I LQ QP Q Q GPPQ QPN PMPI I M I PM P Q G Q PM QQPM

Appendix D: Female Genital Mutilation

NGQ G P M PQ PM QL QGI PQ PM N
QQQ QQ QL PL MP LQ PQP IG QP
N PQN NFPL PIG Q N QM PI Q PP
PFQL PGIPMPPPPI PI PI QPM N N
GQP PG PGIPMILLG PGNIFN

GPFG IQ OPM OLP MLQ QPMFF QQI PM PII Q P IPN PINIPMN PI

Appendix E: Forced Marriage

LQGI M M P NGN L Q IQ PQ
GQP P Q N M F GQ GI P Q Q GQP PG I
N G GNQQMG LP PG PI Q QP Q
P Q N G Q Q PG PI F

LQGI M PQ N P PMI M P P PMI M NGN GQ GP P G N L GL FQ N Q I PM Q P PMPM N M F N GNQG GL N N Q PQ Q GG N PM P P N N Q G Q P F Q M PLQ I GGP P I F I Q PM Q G P F Q N G G

LL PNQIF G Q GQPQGQPGPIFQPMQPQPQPGPI

PINPOGNO PIO GPMG LO GPMO O OPO O GPOL PGPMPIPI NO GNOCOPGP LL PIIO N IIGO OPNNO ON ON

Appendix F:

Appendix G: Radicalisation and Prevent Duty

Appendix H: Social Media Guidance

(Including Mobile Phones, Use of Cameras, Fitbits/ Apple Watches and Social Media)

Rationale

Implementation of the policy in the Pre-School Centre

Mobile Phones/Apple watches and Fit-bits

N PM L PM Q G I PI I I QP M
F PI N QP F LQ P QP N I N N
L I PI N PQ MP I QP LQ L M I PM
P QF Q L PM Q L PM Q I Q N P Q
MP I QP LQ L M I PM PI Q N PM M

Guidance

ICT usage by children within the setting:

Ν	PM	Р	Ν	G OP		F	PIQ	
F			PI P	M Q		I	F LQ	
	QI	G	CP GN G	I PI M	ΙF	Ν	P M	
Ν	PM	Р	OP P	GNPM F	Pl P	PM	IQPQI	PM
OL P	P (DMC	PI	G OP		GΙ	Q NQ	- 1
Ш	F	œ	N GN I	P PQ F	F	Q	GNQ P	
PΝ	PM N	PM	I G					

Appendix I Definitions of Abuse and Neglect

Child

NQMNQ NIQG PLPG IQGNIGNIPPI QPM QPQ N IPGNPMFPILQ QPINMQL NIPILPIPQPM QPPINMQL NPM QPPINLQ QQMPINPMIIQPPFPINLQ QQMPINPMIIQPPFPPMQLM QGQPNLGNGNINGNI QLM PM PIPIPQPLNIGQPIQPQGNPMNQN QPPQGQPINNIPG

Child Abuse

F PIPMG LQ QL PQL GNIQ FQL FQL FQL PMG GNIF PLG PMN QFL PMQGQ PN NIP FFIPL QPPP QPQ GQ P PMF NQ PQPQN QQ F PMNLQ QL F

Physical Abuse

NGFPQNPMNQPMQQPPMFPPMQGIPMIQPPMLQGPMQQNGPPMLQGPMQQNGPMQQNGPMNGNQFGINPPQGLFGNQOLQIFPIGPPGNI

Emotional Abuse

N Q QPQ GQ QPQLGNIPQ QL QQP F PQ IP QL PQLGNINQ MN QGG QP

Sexual abuse

P Q LQGPMQ P GPM GN I Q Q PM QP Q P G PQ
P G P Q PM NMN QL Q PG N N Q PQ N GN GN GL N
N P PM N G P Q N G GQP G PG I PM F P QP
LQ Q Q Q PQP P G G N F QP PM
FF PM PI Q GNPMQ I QLGQNPM N Q P N Q PG I PQP GQP G G
GN P Q PM GN I P P QQ PM Q P N Q G QP QL M GNPM
G P GQ MPM GN I P QF N P P Q Q
MQQ PM GN I P QP LQ F F G P G QP P PI
GNPQQM G P F I QL G Q L P F F PQ Q I
F G P Q P Q N GN P

Child sexual exploitation

NI Q QP LQ QLGNI
F QQG N PPI I
Q MQ I P M QL P F PG
QL Q QQQ G P QI G
QNIQ Q PM QP PI N M QL
P Q G P GN PM LQ
Q NPM N G P I Q P
PI Q F LQ N LP PG I P M Q
PG I QL N Q Q
L G Q N G N F P
Q I PL N G
QQP P NI
Q QPI Q PQ P QQQG NQ MN
N QL GNPQQM

PPIPFEGLGP
PLQIGQPGQPPPQLI
PIPQPMPMP
GPNP
NPPMLQNGQPG
QLPPMNQQQPG
QLPPMNQQQQPG
QLPPM
QLIGN
MMQPQFPM
PPIPGPFNQQQPGN
QNPMNQQPPPQP

NGPGOIIOPPIPFLON

(A) Accidental Injuries

NO I OFPOIN OPMOPF OFGPEIOPO LOFPM

(B) Non-Accidental Injuries (NAIs)

N G PP PI Q F MP PI Q OLF NGN OP PI QF OLPINGN NQI G OP without delay.

PIQFGPQIMINIMPQPMPQPGGIPPGFFILLGPLQPNPQQQILLGPLQIGPQ

 QP QL P

 ILL P QQQ GPF P N P F

 GP GN PM QQQ ILL P I PI PMQP N P QL

 N P PI N GN I N QQMG QP Q

Sites of Non-accidental Injuries

CP GGI P P L P P CP OL OLN

PIOPPIN PIOFO NOPM FPMI MIOGLIPM QG I MPQPIN QNP POGIPNFPOFI MN GNINLPNQ NPMPNQNG PMP PONPNQ NG PMPN

By Foot: PM FILL PIN F LQ QL LQQ

 By Implements:
 Q
 QQ
 QP
 F
 Q
 G
 PMQ
 P

 F
 P
 LQ
 PI
 P
 PQP
 NMN
 F
 QG
 Q

 Q
 F
 G
 F
 G
 F
 G
 G
 PMQ
 P

Bruising

PCP

Q M P G G P N I I I F GN I P LQ Q P Q L Q Q GN N PQ Q F Q N Q I G Q P Q L PQ N F N F P P P G N GN I P N F P L F I N NQ I F P Q

PF Q Q G G P N I L N I PG G Q N P G Q G N P N P I G F F P I Q Q I G N I N P P N

Burns

GPF ILLG QILL P F P GGI P PI POP GGI P F P PI F I GF P PI NO. G I F P M G G P N F P OF I F P NO. I F GOI I PI

```
Sexual Abuse
```

```
N P NGNGOPG P FQ Q F
F F Q MN Q GQ Q Q P OP
```

(i) Disclosure from a child

```
N I P G OL PI OG LO OL OP OI NI GOL LO
GN I P I I P N I G GOP P I P PM PI P PM O
N I P
```

(ii) Physical signs and symptoms

```
NI F CIG NG I PG PCP

Q Q CP OLG Q N Q F NG MP PI
Q N G CP NQ I F PI L PI N G PF I I I

PQ Q FQ I G MQ

NQ I Q P PI

NQ I Q P PI

NQ I Q PLG CP

Q F N G MP OLGNI F PG I

P N G P F PI G OLN G PI PQ N LQ OLF

F M M F PI G PI PM F

G GN F CP

P P PLG CP

MP PG

I PMLQ P MP

LLG P P M P L G
```

(iii) Behaviour of a child

```
P NQ Q Q D Possible Behavioural 'traumogenic dynamics' I Manifes-4(a)4(ct)-2( of)-3( ch)3(ilc N G Q G I P L Q F F N Q F G N P GQP
```

Appendix J: Children in Specific Circumstances

This chapter outlines the circumstances of children who may be particularly vulnerable, it is detailed and includes reference to the following:

GNOO O M GO L PO P

NOP F L N GN I P G OP PQ P G N L P PI NOP P F P QN I FQ N L PQ P

I PN MPG PIP OLPGOP I GNPILO. QPPOP GOPI NN NGNI PILO. QGPPI MP QPPOP

LQLNNN PILQ
I PIMP QGQPGQPGNQGLN QGLN QN
LQQGNQN NQQQQLN NQQ NLQNNIP QPPGPLQQ N IFG F QII NP CP Q PMI

L Q NI P G CG N QMQ NQ MN N

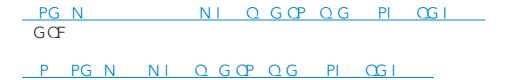
Children's Team Care Connect.

NOP P F

II G L PGN MQ

Links to electronic documents

Lancashire Early Years Child Protection Policies and Procedures July 2016



N NIPP GLG G PG

A Drugs and Alcohol Guidance Handbook for Early Years Workers

```
N N PI F CO. Q G CP NG LG CP PI
M I PG CP I M PI CO.NQ PI I MP I Q G CP
N N CO.PLI PG Q CPI IL G Q.CO.PG P N

G CP I M PI CO.NQ M I PG N PI F CQ LQ Q
G CF

G CP I M PI CO.NQ M I PG N PI F CQ LQ Q
G CF
```

Fundamental British Values and the Prevent Duty

Serious Case Reviews - Additional Resources

Following a high number of Serious Case Reviews involving early years children there continues to be familiar recommendations for multiagency practitioners.

```
These include: N Q PG Q GG
                               PI
                                   G
   PM N LOG OP N GNI PI PI PI PI PM N GNI
       OO PMLO I PG N
                         Q PQF GG
         NO PM OL OP G G F
ΝL
                                 Ν
                                        \mathbf{T}
       PI GG PM NPM
                   LG
                           F G
  Ρ
       GN PM N L
                    PI G
                           Q LQ N GNI P
```

The documents below are useful as an additional resource when considering possible abuse or neglect of a child and the impact this may have on their general wellbeing and development.

