



## Child Protection Policy

**This is a core policy that forms part of the induction for all staff. It is a requirement that all members of staff have access to this policy and sign to say they have read and understood its contents.**

Date written: September 2021

Date of last update: September 2020

Date agreed and ratified by Nikki Finnis-Parker: September 2021

Date of next full review: September 2022

**This policy will be reviewed at least annually and/or following any updates to national and local guidance and procedures.**

### Key Contacts

	Name	Contact information
<b>Designated Safeguarding Lead (DSL)</b>	Nikki Finnis-Parker	avenuenurseryschool@hotmail.co.uk
<b>Deputy Designated Safeguarding Lead</b>	Sally Moody-smith      Fleur Drury	01227370085
<b>Manager</b>	Fi Oldfield	01227370085

# Contents

	Page
What to do if you have a welfare concern flowchart	3
1. Child Focused Approach to Safeguarding	4-7
2. Key Responsibilities	7-9
3. Child Protection Procedures	9-13
4. Specific Safeguarding Issues	14-18
5. Supporting Children Potentially at Greater Risk of Harm	18-19
6. Online Safety	19-27
7. Staff Engagement and Expectations	28-29
8. Safer Recruitment and Allegations	29-31
9. Opportunities to Teach Safeguarding	31-32
10. Physical Safety	32
11. Local Contacts	32
Appendix 1: Categories of Abuse	34-35
Appendix 2: Support Organisations	36-38

# What to do if you have a welfare concern in Avenue Nursery and Forest school

## Why are you concerned?

For example

- Something a child has said – e.g. allegation of harm
- Child's appearance – may include unexplained marks as well as dress
- Behaviour change
- Witnessed concerning behaviour

## Act immediately and record your concerns. If urgent, speak to a DSL first.

Follow the settings procedure

- Reassure the child
- Clarify concerns, using open questions if necessary (**TED**: **T**ell, **E**xplain, **D**escribe)
- Use child's own words, record facts not opinions.
- Sign and date your records
- Seek support for yourself if required from DSL Nikki Finnis-Parker or DSL deputy Sally Moody-Smith

## Inform the Designated Safeguarding Lead Nikki Finnis-Parker or refer if appropriate

### Designated Safeguarding Lead

- Consider whether the child is at immediate risk of harm e.g. unsafe to go home
- Access the Kent Safeguarding Support Level Guidance document and procedures: [www.kscmp.org.uk](http://www.kscmp.org.uk)
- Refer to other agencies as appropriate e.g. Internal or community services, early help open access, LADO, Police or Request for Support for integrated children's services
- If unsure then consult with Area Education Safeguarding Advisor Celia Buxton 03000418503 or Local Authority Social Worker at the Front Door.

### If you are unhappy with the response

#### Staff:

- Follow local escalation procedures
- Follow whistleblowing procedures

#### Children and Parents:

- Follow setting complaints procedures

## Record decision making and action taken in the child's child protection file

## Monitor

Be clear about:

- What you are monitoring e.g. behaviour trends, appearance etc.
- How long you will monitor
- Where, how and to whom you will feedback and how you will record

## Review and request further support if necessary

At all stages, the child's circumstances will be kept under review  
The DSL/Staff will request further support if required to ensure the **child's safety** is **paramount**

# 1. Child Focused Approach to Safeguarding

*'Every child deserves the best possible start in life and the support that enables them to fulfil their potential. Children develop quickly in the early years and a child's experiences between birth and age five have a major impact on their future life chances. A secure, safe and happy childhood is important in its own right.'* Early Years Foundation Stage (EYFS) 2021

## 1.1 Introduction

- The **Directors** of Avenue Nursery and forest school believe that all those directly involved with our setting have an essential role to play in making it safe and secure. Our setting aims to create the safest environment within which every child can achieve their full potential and we take seriously our responsibility to promote the welfare and safeguard all the children and young people entrusted to our care.
- Avenue Nursery and Forest school recognise our statutory responsibility to safeguard and promote the welfare of all children. Safeguarding is everybody's responsibility and all those directly connected (staff, volunteers, governors, leaders, parents, families, and children) are an important part of the wider safeguarding system for children and have an essential role to play in making this community safe and secure.
- Avenue Nursery and Forest school believe that the best interests of children always come first. All children (defined as those up to the age of 18) have a right to be heard and to have their wishes and feelings taken into account and all children regardless of age, gender, ability, culture, race, language, religion or sexual identity, have equal rights to protection.
- Staff working with children at Avenue Nursery and Forest school will maintain an attitude of 'it could happen here' where safeguarding is concerned. When concerned about the welfare of a child, staff will always act in the best interests of the child and if any member of our community has a safeguarding concern about any child or adult, they should act and act immediately.
- As part of the safeguarding ethos of the setting we are committed to:
  - Maintaining children's welfare as our paramount concern
  - Providing an environment and culture in which children feel safe, secure, valued, and respected, confident to talk openly and sure of being listened to
  - Developing appropriate and positive relationships between children and the adults that care for them
  - Providing suitable support and guidance so that children have a range of appropriate adults who they feel confident to approach if they are in difficulties
  - Using learning opportunities to increase self-awareness, self-esteem, assertiveness, and decision making. This is so that young children develop a range of contacts and strategies to ensure their own protection and understand the importance of protecting others
  - Working with parents/carers to build an understanding of the setting's responsibility to ensure the welfare of all children including the need for referral to other agencies in some situations
  - Ensuring all staff have regular and appropriate training (including induction) to enable them to recognise the signs and symptoms of abuse and ensure they are aware of the setting's procedures and reporting mechanisms
  - Monitoring children who have been identified as 'in need' including the need for protection, keeping confidential records which are stored securely and shared appropriately with other professionals.
  - Developing effective and supportive liaison with other agencies.

- The procedures contained in this policy apply to all staff, including and governors, temporary or third-party agency staff and volunteers).
- Avenue Nursery and Forest school adheres to the Kent Safeguarding Children Multi-Agency Partnership (KSCMP) safeguarding children procedures. The full KSCMP procedures document and additional guidance relating to specific safeguarding issues can be found on the KSCMP website: [www.kscmp.org.uk](http://www.kscmp.org.uk)

## 1.2 Policy Context

- This policy has been developed in accordance with the principles established by the Children Acts 1989 and 2004 and has due regard to the related guidance. This includes:
  - DfE Keeping Children Safe in Education 2021 (KCSIE)
  - Working Together to Safeguard Children 2018 (WTSC)
  - Ofsted: Education Inspection Framework'
  - Framework for the Assessment of Children in Need and their Families 2000
  - Kent and Medway Safeguarding Children Procedures (Online)
  - Early Years and Foundation Stage Framework 2021 (EYFS)
- This policy has been implemented to ensure compliance with section 3, the safeguarding and welfare requirements of the EYFS.
- Avenue Nursery and Forest school is currently operating in response to coronavirus (Covid-19), however, our safeguarding principles, remain the same. We will continue to follow government guidance and will amend this policy and our approaches, as necessary.
  - As a result of the Covid-19 pandemic some members of our community may have been exposed to a range of adversity and trauma including bereavement, anxiety and in some cases increased welfare and safeguarding risks. We will work with local services, such as health and the local authority, to ensure necessary support is in place.

## 1.3 Definition of Safeguarding

- Working Together to Safeguard Children (2018) states that safeguarding and promoting the welfare of children is defined as:
  - protecting children from maltreatment.
  - preventing impairment of children's mental and physical health or development.
  - ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and
  - taking action to enable all children to have the best outcomes.
- It also reminds us that safeguarding ***“is everyone’s responsibility”*** and everyone who comes into contact with children and families has a role to play. Everyone should consider wider environmental factors in a child’s life that may be a threat to their safety and/or welfare.
- The setting acknowledges that safeguarding includes a wide range of specific issues including (but not limited to):
  - Abuse and neglect
  - Bullying, including cyberbullying
  - Children with family members in prison
  - Children Missing Education (CME)
  - Child missing from home or care
  - Child Sexual Exploitation (CSE)

- Child Criminal Exploitation (CCE)
  - Contextual safeguarding (risks outside the family home)
  - County lines and gangs
  - Domestic abuse
  - Drugs and alcohol misuse
  - Fabricated or induced illness
  - Faith abuse
  - Gender based abuse and violence against women and girls
  - Hate
  - Homelessness
  - Human trafficking and modern slavery
  - Mental health
  - Nude or semi-nude image sharing, aka youth produced/involved sexual imagery or “Sexting”
  - Online safety
  - Peer on peer abuse
  - Preventing radicalisation and extremism
  - Private fostering
  - Relationship abuse
  - Serious violence
  - Sexual violence and sexual harassment
  - So-called ‘honour-based’ abuse, including Female Genital Mutilation (FGM) and forced marriage
  - Upskirting
- Annex B of [‘Keeping Children Safe in Education’](#) (KCSIE) contains important additional information about specific forms of abuse and safeguarding issues. Staff at the setting who work directly with children will read this annex.
  - If staff have any concerns about a child’s welfare, they should act on them immediately. They should follow this policy and speak to the Designated Safeguarding Lead (or deputy).

## 1.4 Related Safeguarding Policies

- This policy is one of a series of our integrated safeguarding portfolio, and should be read and actioned in conjunction with the policies as listed below:
  - Emotional well-being, resilience and self-regulation policy
  - Code of Conduct policy
  - E-safety policy
  - Data protection and information Sharing
  - Personal and intimate care
  - Health and safety
  - Risk assessments (e.g. trips, use of technology, setting reopening)
  - First aid and accidents (including medicines)
  - Managing allegations against staff
  - code of conduct for staff, including Acceptable Use of Technology (AUP)
  - Safer Recruitment
  - Whistleblowing
- **Supporting Guidance (to be read and followed alongside this document)**
  - “Guidance for Safer Working Practice for Adults who Work with Children and Young People in Education Settings” - Safer Recruitment Consortium, May 2019.
  - “What to do if you are worried a child is being abused” – DfE, March 2015
  - Early Years Foundation Stage 2021 Welfare Requirements

- These documents can be found in the guidance folder in the office and the policy and procedure folder in the Nursery Room cupboard.

## 1.5 Policy Compliance, Monitoring and Review

- Avenue Nursery and Forest school will review this policy at least annually (as a minimum) and will update it as needed, so that it is kept up to date with safeguarding issues as they emerge and evolve, including lessons learnt. The policy will also be revised following any national or local updates, significant local or national safeguarding events and/or learning, and/or any changes to our own procedures.
- All staff (including temporary staff and volunteers) will be provided with a copy of this policy and Part One of KCSIE 2021 as appropriate. This can be found in the child protection support paperwork in the office and a copy is emailed to all staff.
- Parents/carers can obtain a copy of the Child Protection Policy and other related policies on request. Additionally, our policies can be viewed via our website: [www.avenue-nursery.com](http://www.avenue-nursery.com)
- The policy forms part of our development plan and will be reviewed annually by the Registered person and Directors which has responsibility for oversight of safeguarding and child protection systems.
- The Designated Safeguarding Lead (DSL) and manager will ensure the Registered person receive regular reporting on safeguarding activity and systems. They will not receive details of individual children's situations or identifying features of families as part of their oversight responsibility.

## 2. Key Responsibilities

### 2.1 Leadership and Management

- The registered person and Directors have a strategic responsibility for our safeguarding arrangements and will comply with their duties under legislation.
- The registered person and Directors have regard to the EYFS 2021 and KCSIE 2021 guidance and will ensure our policies, procedures and training is effective and complies with the law at all times.
- The registered person and Directors will ensure that the Designated Safeguarding Lead is supported in their role and is provided with sufficient time so they can provide appropriate support to staff and children regarding any safeguarding and welfare concerns.
- The management/registered person will ensure that our child protection and safeguarding policies and procedures are understood and followed by all staff.

### 2.2 Designated Safeguarding Lead (DSL)

- The EYFS states; '*a practitioner must be designated to take lead responsibility for safeguarding children in every setting*'. The registered person and Directors of Avenue Nursery and Forest School have appointed an appropriately qualified and experienced Designated Safeguarding Lead (DSL) to fulfil this role in our setting.
  - The setting has appointed Nikki Finnis-Parker (Director) as the Designated Safeguarding Lead (DSL).

- The DSL has overall responsibility for the day-to-day oversight of safeguarding and child protection systems (including online safety) in the setting. Whilst the activities of the DSL may be delegated to the deputies, the ultimate lead responsibility for safeguarding and child protection remains with the DSL and this responsibility will not be delegated.
- The setting has also appointed Deputy DSLs who will have delegated responsibilities and act in the DSLs absence.
  - Sally-Moody-Smith (Toddler Room) and Fleur Drury (Forest School) are the named Deputy DSL's.
- It is the role of the DSL to:
  - Acting as the central contact point for all staff to discuss any safeguarding concerns
  - Maintaining a confidential recording system for safeguarding and child protection concerns
  - Coordinating safeguarding action for individual children
    - When supporting children with a social worker or looked after children the DSL should have the details of the child's social worker and the name of the virtual school head in the authority that looks after the child (with the DSL liaising closely with the designated teacher)
  - Liaising with other agencies and professionals in line with KCSIE 2021 and WTSC 2018
  - Ensuring that locally established procedures as put in place by the three safeguarding partners as part of the Kent Safeguarding Children Multi-Agency Partnership procedures (KSCMP), including referrals, are followed, as necessary.
  - Representing, or ensure the setting is appropriately represented at multi-agency safeguarding meetings (including child protection conferences)
  - Managing and monitoring the setting role in any multi-agency plan for a child.
  - Being available during setting hours for staff to discuss any safeguarding concerns and ensuring adequate and appropriate DSL cover arrangements in response to any closures and out of hours and/or out of term activities.
  - Ensuring all staff access appropriate safeguarding training and relevant updates in line with the recommendations within EYFS 2021.

The DSL will undergo appropriate and specific training to provide them with the knowledge and skills required to carry out their role. Deputy DSLs will be trained to the same standard as the DSL. The DSLs training will be updated formally at least every two years, but their knowledge and skills will be updated through a variety of methods at regular intervals and at least annually.

## 2.3 Members of Staff

- The EYFS 2021 requires providers *'to take all necessary steps to keep children safe and well'* and accordingly, everyone involved in the care of young children has a role to play in their protection. All members of staff in the setting are part of the wider safeguarding system for children and are in a unique position to observe any changes in a child's behaviour or appearance.
- All members of staff have a responsibility to:
  - Provide a safe environment in which children can learn.
  - Be aware of the indicators of abuse and neglect so that they can identify cases of children who may need help or protection.
  - Know what to do if a child tells them that he or she is being abused or neglected and understand the impact abuse and neglect can have upon a child.
  - Be able to identify and act upon indicators that children are, or at risk of developing mental health issues.



- Be prepared to identify children who may benefit from early help.
- Understand the early help process and their role in it.
- Understand the settings safeguarding policies and systems.
- Undertake regular and appropriate training which is regularly updated.
- Be aware of the local process of making referrals to children's social care and statutory assessment under the Children Act 1989.
- Know how to maintain an appropriate level of confidentiality.
- Reassure children who report concerns that they are being taken seriously and that they will be supported and kept safe.

## **2.4 Children**

- Children have a right to:
  - Feel safe, be listened to, and have their wishes and feelings taken into account.
  - Confidently report abuse, knowing their concerns will be treated seriously, and knowing they can safely express their views and give feedback.
  - Receive help from a trusted adult.
  - Learn how to keep themselves safe, including online.

## **2.5 Parents and Carers**

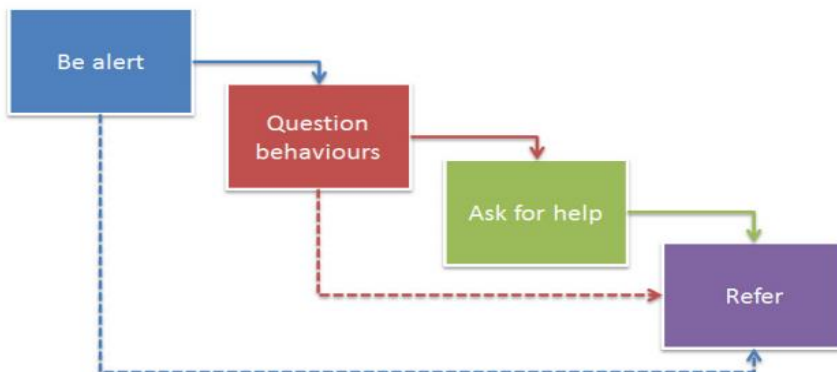
- Parents/carers have a responsibility to:
  - Understand and adhere the relevant policies and procedures.
  - Talk to their children about safeguarding issues with their children and support the setting in their safeguarding approaches.
  - Identify behaviours which could indicate that their child is at risk of harm including online.
  - Seek help and support from the setting or other agencies.

# **3. Child Protection Procedures**

## **3.1 Recognising Indicators of Abuse and Neglect**

- All staff are made aware of the definitions and indicators of abuse and neglect as identified by Working Together to Safeguard Children (2018), EYFS 2021 and Keeping Children Safe in Education 2021. This is outlined locally within the [Kent Support Levels Guidance](#).
- Avenue Nursery and Forest school recognise that when assessing whether a child may be suffering actual or potential harm there are four categories of abuse:
  - Physical abuse
  - Sexual abuse
  - Emotional abuse
  - Neglect
    - For further information see Appendix 1.
- Avenue Nursery and School recognises that concerns may arise in many different contexts and can vary greatly in terms of their nature and seriousness. The indicators of child abuse and neglect can vary from child to child. Children develop and mature at different rates, so what appears to be worrying behaviour for a younger child might be normal for an older child. It is important to recognise that indicators of abuse and neglect do not automatically mean a child is being abused however all concerns should be taken seriously and will be explored by the DSL on a case-by-case basis.

- Avenue Nursery and Forest School recognises abuse, neglect, and safeguarding issues are rarely standalone events and cannot always be covered by one definition or one label alone. In many cases, multiple issues will overlap with one another, therefore staff will always be vigilant and always raise concerns with a DSL.
- Parental behaviors can indicate child abuse or neglect, so staff will be alert to parent-child interactions or concerning parental behaviours; this could include parents who are under the influence of drugs or alcohol or if there is a sudden change in their mental health.
- Children may report abuse happening to themselves, their peers or their family members. All reports made by children to staff will be taken seriously and will be responded to in line with this policy.
- Safeguarding incidents and/or behaviours can be associated with factors and risks outside the setting. Children can be at risk of abuse or exploitation in situations outside their families; extra-familial harms take a variety of different forms and children can be vulnerable to multiple harms including (but not limited to) sexual exploitation, criminal exploitation, sexual abuse, serious youth violence and county lines.
- Technology can be a significant component in many safeguarding and wellbeing issues. Children are at risk of abuse online as well as face to face and in many cases, abuse will take place concurrently via online channels and in daily life. Children can also abuse their peers online.
- By understanding the indicators of abuse and neglect, we can respond to problems as early as possible and provide the right support and services for the child and their family. All members of staff are expected to be aware of and follow this approach if they are concerned about a child:



[‘What to do if you are worried a child is being abused’](#) 2015

- In all cases, if staff are unsure, they will always speak to the DSL (or deputy).
- Avenue Nursery and Forest School recognises that some children have additional or complex needs and may require access to intensive or specialist services to support them.

### 3.2 Responding to Child Protection Concerns

- If staff are made aware of a child protection concern, they are expected to:
  - listen carefully to the concern and be non-judgmental.
  - only use open questions to clarify information where necessary, e.g. who, what, where, when or Tell, Explain, Describe (TED).
  - not promise confidentiality as concerns will have to be shared further, for example, with the DSL and potentially Integrated Children’s Services.

- be clear about boundaries and how the report will be progressed.
  - record the concern in line with setting record keeping requirements.
  - inform the DSL (or deputy), as soon as practically possible.
- The DSL or a deputy should always be available to discuss safeguarding concerns. If in exceptional circumstances, a DSL is not available, this should not delay appropriate action being taken. Staff should speak to the manager or registered person and/or take advice from Education Safeguarding Service or via consultation with a social worker from the Front Door. In these circumstances, any action taken will be shared with a DSL as soon as is practically possible.
- Avenue Nursery and Forest School will respond to concerns in line with the Kent Safeguarding Children Multi-Agency Partnership procedures (KSCMP).
  - The full KSCMP procedures and additional guidance relating to reporting concerns and specific safeguarding issues can be found on their website: [www.kscmp.org.uk](http://www.kscmp.org.uk)
  - Specific information and guidance to follow with regards to accessing Early Help and Preventative Services and/or Children's Social Work Services as part of Integrated Children's Services (ICS) in Kent can be found here: [www.kelsi.org.uk/support-for-children-and-young-people/integrated-childrens-services](http://www.kelsi.org.uk/support-for-children-and-young-people/integrated-childrens-services)
- Where a child is suffering, or is likely to suffer from harm, or is in immediate danger, a 'request for support' will be made immediately to Integrated Children's Services (via the 'Front Door') and/or the police, in line with KSCMP procedures.
  - Avenue Nursery and Forest School recognise that in situations where there are immediate child protection concerns for a child as identified in line with Support Level Guidance, it is NOT to investigate as a single agency, but to act in line with KSCMP guidance which may involve multi-agency decision making.
  - The DSL may seek advice or guidance from their Area Education Safeguarding Advisor from the Education Safeguarding Service before deciding next steps.
  - They may also seek advice or guidance from a social worker at the Front Door service who are the first point of contact for Integrated Children's Services (ICS).
- In the event of a request for support to the Front Door being necessary, parents/carers will be informed and consent to this will be sought by the DSL in line with guidance provided by KSCMP and ICS. Parents/carers will be informed of this, unless there is a valid reason not to do so, for example, if to do so would put a child at risk of harm or would undermine a criminal investigation.
- All staff are aware of the process for making request for support referrals for statutory assessments under the Children Act 1989, along with the role they might be expected to play in such assessments.
- Where it is identified a child may benefit from Early Help support (as provided by ICS), the DSL (or deputy) will generally lead as appropriate and make a request for support via the Front Door.
  - The DSL will keep all early help cases under constant review and consideration will be given to escalating concerns to the Front Door or seeking advice via the Education Safeguarding Service if the situation does not appear to be improving or is getting worse.
- If, after a request for support or any other planned external intervention, a child's situation does not appear to be improving or there is a concern regarding decisions made, the DSL will consider following [KSCMP escalation procedures](#) to ensure their concerns have been addressed and, most importantly, that the child's situation improves. DSLs may request support with this via the Education Safeguarding Service.

### **3.3 Recording Concerns**

- All safeguarding concerns, discussions and decisions, and reasons for those decisions, will be recorded in writing on the setting safeguarding incident/concern form and passed without delay to the DSL.
- Incident/Welfare concern forms are kept in the bottom drawer of the filing cabinet in the office. Spare documents can be found in the Child Protection Support Paperwork on the shelf in the office.
- Records will be completed as soon as possible after the incident/event, using the child's words and will be signed and dated by the member of staff. Child protection records will record facts and not personal opinions. A body map will be completed if injuries have been observed.
- If there is an immediate safeguarding concern the member of staff will consult with a DSL before completing the form as reporting urgent concerns takes priority.
- If members of staff are in any doubt about recording requirements, they will discuss their concerns with the DSL.
- Child protection records will include a clear and comprehensive summary of the concern, details of how the concern was followed up and resolved and details regarding any action taken, decisions reached and the outcome.
- Child protection records will be kept confidential and stored securely. Child protection records will be kept for individual children and will be maintained separately from all other records relating to the child in the setting. Child protection records are kept in accordance with data protection legislation and are retained centrally and securely by the DSL.
- All child protection records will be transferred in accordance with data protection legislation to the child's subsequent setting, under confidential and separate cover as soon as possible. Child Protection files will be transferred securely to the new DSL, separately to the child's main file, and a confirmation of receipt will be obtained.
- In addition to the child protection file, the DSL will also consider if it would be appropriate to share any information with the DSL at the new setting in advance of a child leaving, for example, information that would allow the new setting to continue to provide support.
- Where the setting receives child protection files, the DSL will ensure key staff such as the special educational needs co-ordinator (SENCO) will be made aware of relevant information as required.

### **3.4 Multi-Agency Working**

- Avenue Nursery and Forest School and is committed to its responsibility to work within the KSCMP multi-agency safeguarding arrangements. The management team and DSL will work to establish strong and co-operative local relationships with professionals in other agencies in line with statutory guidance.
- Avenue Nursery and Forest School recognises the importance of multi-agency working and is committed to working alongside partner agencies to provide a coordinated response to promote children's welfare and protect them from harm. This includes contributing to KSCMP processes as required, such as, participation in relevant safeguarding multi-agency plans and meetings, including Child Protection Conferences, Core Groups, Strategy Meetings, Child in Need meetings or other early help multi-agency meetings.

### 3.5 Confidentiality and Information Sharing

- Avenue Nursery and Forest School recognises our duty and powers to hold, use and share relevant information with appropriate agencies in matters relating to child protection at the earliest opportunity as per statutory guidance outlined within WTSC 2018 and KCSIE 2021.
- Avenue Nursery and Forest School has an appropriately trained Data Protection Officer (DPO) as required by the General Data Protection Regulations (GDPR) to ensure that our setting is compliant with all matters relating to confidentiality and information sharing requirements. Fi Oldfield and Nikki-Finnis Parker are the DPO's.
- The Data Protection Act 2018 and GDPR do not prevent the sharing of information for the purposes of keeping children safe. Fears about sharing information must not be allowed to stand in the way of the need to safeguard and promote the welfare and protect the safety of children. DfE "[Information sharing advice for safeguarding practitioners](#)" (2018) provides further detail. This can be found in the pink Child Protection Support Paperwork in the office.
- Any transitional paperwork such as summative assessments etc will be shared with any other setting the child attends and/or with the infant school the child enrolls with. Unless a parent/carer has a clear beneficial reason and has requested not to share information. If the child leaves with no further contact or forwarding address, all records will be kept for the required 25 years.
- The manager/registered person and DSL will disclose relevant safeguarding information about a child with staff on a 'need to know' basis.
- All members of staff must be aware that whilst they have duties to keep information confidential, in line with our confidentiality policy ([www.avenue-nursery.com](http://www.avenue-nursery.com)), they also have a professional responsibility to be proactive in sharing information as early as possible to help identify, assess, and respond to risks or concerns about the safety and welfare of children; this may include sharing information with the DSL and with other agencies as appropriate. All staff are aware they cannot promise confidentiality in situations which might compromise a child's safety or wellbeing.

### 3.6 Complaints

- All members of our community should feel able to raise or report any concerns about children's safety or potential failures in our safeguarding regime. The setting has a complaints procedure available to parents, members of staff and visitors who wish to report concerns or complaints. This can be found in the office, in the filing cabinet and our website.
- Whilst we encourage members of our community to report concerns and complaints directly to us, we recognise this may not always be possible. Children, young people, and adults who have experienced abuse can contact the NSPCC 'Report Abuse in Education' helpline on 0800 136 663 or via email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk)
- Staff can also access the NSPCC whistleblowing helpline if they do not feel able to raise concerns regarding child protection failures internally.
  - Staff can call 0800 028 0285 (8:00 AM to 8:00 PM Monday to Friday) or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk).

- The leadership team at Avenue Nursery and Forest School will take all concerns reported seriously and all complaints will be considered and responded to in line with the relevant and appropriate process.
  - Anything that constitutes an allegation against a member of staff or volunteer will be dealt with in line with section 8 of this policy.

## 4. Specific Safeguarding Issues

- Avenue Nursery and Forest School is aware of a range of specific safeguarding issues and situations that can put children at greater risk of harm. Whilst some of these issues may be more likely to involve older children, early years children may still be at risk at harm, for example where there are concerns involving family members.
- Where staff are unsure how to respond to specific safeguarding issues, they should follow the processes as identified in part 3 of this policy and speak with the DSL or a deputy.

### 4.1 Peer on Peer Abuse

- All members of staff at Avenue Nursery and Forest School recognise that children are capable of abusing their peers, and that it can happen both inside and outside of the setting and online.
- Avenue Nursery and Forest School recognises that peer on peer abuse can take many forms, including but not limited to:
  - Bullying, including cyberbullying, prejudice-based and discriminatory bullying
  - abuse in intimate personal relationships between peers
  - physical abuse which can include hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm
  - sexual violence and sexual harassment
  - consensual and non-consensual sharing of nudes and semi-nude images and/or videos (also known as sexting or youth produced sexual imagery)
  - causing someone to engage in sexual activity without consent, such as forcing someone to strip, touch themselves sexually, or to engage in sexual activity with a third party
  - upskirting (which is a criminal offence), which typically involves taking a picture under a person's clothing without their permission, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress or alarm
  - initiation/hazing type violence and rituals
- Avenue Nursery and Forest School believes that abuse is abuse and it will never be tolerated or dismissed as “banter”, “just having a laugh”, “part of growing up” or “boys being boys” as this can lead to a culture of unacceptable behaviours and an unsafe environment for children.
- Avenue Nursery and Forest School that even if there are no reported cases of peer on peer abuse, such abuse is still likely to be taking place.
- All staff have a role to play in challenging inappropriate behaviours between peers. Staff recognise that some peer on peer abuse issues may be affected by gender, age, ability and culture of those involved, i.e. for gender based abuse, girls are more likely to be victims and boys more likely to be perpetrators.

- In order to minimise the risk of peer-on-peer abuse, Avenue Nursery and Forest School will:
- Ensure a varied and interesting curriculum, where social interactions and behaviours can be explored.
- Avenue Nursery and Forest School will use strategies stated in the Emotional well-being, resilience and self-regulation policy. The child who is being bullied will be given priority attention, reassured and soothed. The child portraying unwanted behaviour will be encouraged to look at and recognise how the other child is feeling and how their actions made the other child feel. Give the child other strategies to use when emotional etc.
- If behaviours persist well-being meetings will be arranged to involve the family and create plans for all to work towards.
- Avenue Nursery and Forest School want children to feel able to confidently report abuse and know their concerns will be treated seriously. All allegations of peer on peer abuse will be reported to the DSL and will be recorded, investigated, and dealt with in line with associated policies, including child protection, anti-bullying and behaviour. Children who experience abuse will be offered appropriate support, regardless of where the abuse takes place.

Alleged victims, perpetrators and any other child affected by peer on peer abuse will be supported by:

- Taking reports of Bullying seriously.
- Listening carefully and ensure the victim is not made to feel in anyway responsible.
- Support will be given to promote tolerance, fairness and equality.
- If necessary family well-being and resilience meetings will be implemented for all to work together to solve issues.
- Where necessary informing the police and/or ICS.

## **4.2 Child on Child Sexual Violence or Harassment**

- When responding to concerns relating to child on child sexual violence or harassment, Avenue Nursery and Forest School will follow the guidance outlined in Part Five of KCSIE 2021 and the DfE [‘Sexual Violence and Sexual Harassment Between Children in Schools and Colleges’](#) guidance.
- Avenue Nursery and Forest School recognises sexual violence and sexual harassment can occur between two children of any age and sex. It can occur through a group of children sexually assaulting or sexually harassing a single child or group of children and can occur online and face to face (both physically and verbally). Sexual violence and sexual harassment is never acceptable.
- All victims of sexual violence or sexual harassment will be reassured that they are being taken seriously and that they will be supported and kept safe. A victim will never be given the impression that they are creating a problem by reporting sexual violence or sexual harassment or be made to feel ashamed for making a report.
- When there has been a report of sexual violence or harassment, the DSL will make an immediate risk and needs assessment which will be considered on a case-by-case basis which explores how best to support and protect the victim and the alleged perpetrator (and any other children involved/impacted).



- The risk and needs assessment will be recorded and kept under review and will consider the victim (especially their protection and support), the alleged perpetrator, and all other children, adult students and staff and any actions that are required to protect them.
- Reports will initially be managed internally by the setting and where necessary will be referred to Integrated Children's Services and/or the Police.
  - The decision making and required action taken will vary on a case by case basis, but will be informed by the wishes of the victim, the nature of the alleged incident (including whether a crime may have been committed), the ages and developmental stages of the children involved, any power imbalance, if the alleged incident is a one-off or a sustained pattern of abuse, if there are any ongoing risks to the victim, other children, adult students or setting staff, and, any other related issues or wider context.
- If at any stage the DSL is unsure how to proceed, advice will be sought from the Education Safeguarding Service.

### 4.3 Nude and/or Semi-Nude Image Sharing by Children

The term 'sharing nudes and semi-nudes' is used to mean the sending or posting of nude or semi-nude images, videos or live streams of/by young people under the age of 18. Creating and sharing nudes and semi-nudes of under-18s (including those created and shared with consent) is illegal which makes responding to incidents complex.

The [UKCIS Sharing nudes and semi-nudes: advice for education settings working with children and young people' guidance](#) outlines how all educational settings should respond to incidents and should be read and understood by DSLs working with all age groups, not just older learners.

- Avenue Nursery and Forest School recognises that consensual and non-consensual sharing of nudes and semi-nude images and/or videos (also known as youth produced/involved sexual imagery or "sexting") can be a safeguarding issue; all concerns will be reported to and dealt with by the DSL (or deputy).
- When made aware of concerns involving consensual and non-consensual sharing of nudes and semi-nude images and/or videos by children, staff are advised to:
  - Report any concerns to the DSL immediately.
  - Never view, copy, print, share, store or save the imagery, or ask a child to share or download it – this may be illegal. If staff have already viewed the imagery by accident, this will be immediately reported to the DSL.
  - Not delete the imagery or ask the child to delete it.
  - Not say or do anything to blame or shame any children involved.
  - Explain to child(ren) involved that they will report the issue to the DSL and reassure them that they will receive appropriate support and help.
  - Not ask the child or children involved in the incident to disclose information regarding the imagery and not share information about the incident with other members of staff, the child(ren) involved or their, or other, parents and/or carers. This is the responsibility of the DSL.
- DSLs will respond to concerns as set out in the non-statutory UKCIS guidance: [Sharing nudes and semi-nudes: advice for education settings working with children and young people'](#) and the local [KSCMP](#) guidance. When made aware of a concern involving consensual and non-consensual sharing of nudes and semi-nude images and/or videos:
  - the DSL will hold an initial review meeting to explore the context and ensure appropriate and proportionate safeguarding action is taken in the best interests of any child involved. This may mean speaking with relevant staff and the children involved as appropriate.



- parents and carers will be informed at an early stage and be involved in the process to best support children, unless there is good reason to believe that involving them would put a child at risk of harm.
- All decisions and action taken will be recorded in line with our child protection procedures.
- a referral will be made to ICS and/or the police immediately if:
  - the incident involves an adult (over 18).
  - there is reason to believe that a child has been coerced, blackmailed, or groomed, or there are concerns about their capacity to consent, for example, age of the child or they have special educational needs.
  - the image/videos involve sexual acts and a child under the age of 13, depict sexual acts which are unusual for the child's developmental stage, or are violent.
  - a child is at immediate risk of harm owing to the sharing of nudes and semi-nudes.
- The DSL may choose to involve other agencies at any time if further information/concerns are disclosed at a later date.
- If DSLs are unsure how to proceed, advice will be sought from the Education Safeguarding Service.

#### **4.4 Child Sexual Exploitation (CSE) and Child Criminal Exploitation (CCE)**

- Avenue Nursery and Forest School recognises that CSE and CCE are forms of abuse that occur where an individual or group takes advantage of an imbalance in power to coerce, manipulate or deceive a child into taking part in sexual or criminal activity, in exchange for something the victim needs or wants, and/or for the financial advantage or increased status of the perpetrator or facilitator and/or through violence or the threat of violence. CSE and CCE can affect children, both male and female and can include children who have been moved (commonly referred to as trafficking) for the purpose of exploitation.
- If staff are concerned that a child may be at risk of CSE or CCE, immediate action should be taken by speaking to the DSL or a deputy.

#### **4.5 Serious Violence**

- All staff are made aware of the indicators which may signal children are at risk from or are involved with serious violent crime. These may include unexplained gifts or new possessions, increased absence, a change in friendships or relationships with older individuals or groups, a significant decline in performance, signs of self-harm or a significant change in wellbeing, or signs of assault or unexplained injuries.
- Any concerns regarding serious violence will be reported and responded to in line with other child protection concerns.
  - The initial response to child victims is important and staff will take any allegations seriously and work in ways that support children and keep them safe.

#### **4.6 So-Called Honour Based Abuse**

- So-called 'honour'-based abuse (HBA) encompasses incidents or crimes which have been committed to protect or defend the honour of the family and/or the community, including female genital mutilation (FGM), forced marriage, and practices such as breast ironing.
- All forms of HBA are abuse (regardless of the motivation) and concerns should be responded to in line with section 3 of this policy. Staff will report any concerns about HBA to the DSL (or a deputy).

## 4.7 Preventing radicalisation

- Avenue Nursery and Forest School is aware of our duty under section 26 of the Counter-Terrorism and Security Act 2015 (the CTSA 2015), to have “due regard to the need to prevent people from being drawn into terrorism”, also known as the Prevent duty and the [specific obligations](#) placed upon us as an education provider regarding risk assessments, working in partnership, staff training, and IT policies.
- Avenue Nursery and Forest School recognises that children are vulnerable to extremist ideology and radicalisation and staff will be alert to changes in children’s behaviour which could indicate that they may be in need of help or protection.
- Staff will report any concerns to the DSL (or a deputy), who is aware of the [local procedures](#) to follow.
- If you think a child is at risk of radicalising, it must be reported to Ofsted
- DFE helpline 02073407264 for support and guidance on radicalisation.

## 5. Supporting Children Potentially at Greater Risk of Harm

- Whilst all children should be protected, some groups of children are potentially at greater risk of harm.

### 5.1 Safeguarding Children with Special Educational Needs or Disabilities (SEND)

- Avenue Nursery and Forest School acknowledges that children with special educational needs or disabilities (SEND) or certain health conditions can face additional safeguarding challenges and barriers for recognising abuse and neglect.
- Avenue Nursery and Forest School recognises that children with SEND may face additional communication barriers and experience difficulties in managing or reporting abuse or challenges. Children with SEND will be appropriately supported to communicate and ensure that their voice is heard and acted upon.
- All members of staff will be encouraged to appropriately explore possible indicators of abuse such as behaviour, mood changes or injuries and not to assume that they are related to the child’s disability. Staff will be mindful that children with SEND or certain medical conditions may be disproportionately impacted by behaviours such as abuse or bullying, without outwardly showing any signs.
- Members of staff are encouraged to be aware that children with SEND can be disproportionately impacted by safeguarding concerns, such as exploitation, peer group isolation or bullying including prejudice-based bullying.
- To address these additional challenges, our setting will always consider implementing extra support and attention for children with SEND. The DSL will work closely with the SENCO (Morgan Whiting) to plan support as required.

### 5.2 Children Requiring Mental Health Support

- All staff will be made aware that mental health problems can, in some cases, be an indicator that a child has suffered or is at risk of suffering abuse, neglect or exploitation. Staff are aware that children’s

experiences, for example where children have suffered abuse and neglect, or other potentially traumatic adverse childhood experiences, can impact on their mental health, behaviour and education.

- Staff are well placed to observe children day-to-day and identify those whose behaviour suggests that they may be experiencing a mental health problem or be at risk of developing one.
- If staff have a mental health concern about a child that is also a safeguarding concern, immediate action should be taken by speaking to the DSL or a deputy.

### **5.3 Children who need a Social Worker**

- The DSL will hold details of social workers working with children in the setting so that decisions can be made in the best interests of the child's safety, welfare, and educational outcomes.
- Where children have a social worker, this will inform setting decisions about their safety and promoting their welfare, for example, responding to unauthorised absence and provision of pastoral and/or academic support.

### **5.4 Looked after children, previously looked after children and care leavers**

- Avenue Nursery and Forest School recognises the common reason for children becoming looked after is as a result of abuse and/or neglect and a previously looked after child also potentially remains vulnerable.
- Where a child is looked after, the DSL will hold details of the social worker and the name of the virtual school head in the authority that looks after the child.
- Where the setting believes a child is being cared for as part of a private fostering arrangement (occurs when a child under 16 or 18 if the child is disabled is cared for and lives with an adult who is not a relative for 28 days or more) we have a duty to recognise these arrangements and inform the Local Authority via the front door.

## **6. Online Safety**

- It is essential that children are safeguarded from potentially harmful and inappropriate material or behaviours online. Avenue Nursery and Forest School will adopt a whole setting approach to online safety which will empower, protect, and educate children and staff in their use of technology and establish mechanisms to identify, intervene in, and escalate any concerns where appropriate.
- Avenue Nursery and Forest School identifies that the breadth of issues classified within online safety is considerable, but can be categorised into four areas of risk:
  - Content: being exposed to illegal, inappropriate or harmful content. For example pornography, fake news, racism, misogyny, self-harm, suicide, anti-Semitism, radicalisation and extremism.
  - Contact: being subjected to harmful online interaction with other users. For example peer to peer pressure, commercial advertising and adults posing as children or young adults with the intention to groom or exploit them for sexual, criminal, financial or other purposes.
  - Conduct: personal online behaviour that increases the likelihood of, or causes, harm. For example, making, sending and receiving explicit images (e.g. consensual and non-consensual

sharing of nudes and semi-nudes and/or pornography), sharing other explicit images and online bullying.

- Commerce: risks such as online gambling, inappropriate advertising, phishing and or financial scams.
- Avenue Nursery and Forest School will ensure online safety is reflected as required in all relevant policies. Online safety is considered as a running and interrelated theme when devising and implementing our policies and procedures and when planning our curriculum, staff training, the role and responsibilities of the DSL and parental engagement..
- Avenue Nursery and Forest School recognises that technology, and the risks and harms related to it, evolve and changes rapidly. The setting will carry out an annual review of our approaches to online safety, supported by an annual risk assessment which considers and reflects the risks our children face.
- The directors and registered person will be informed of online safety concerns by the DSL, as appropriate..

### **6.1 Acceptable use of technology (AUP)**

- Avenue Nursery and Forest School uses a wide range of technology. This includes computers, laptops, tablets and other digital devices, the internet, and email systems.
  - All setting owned devices and systems will be used in accordance with appropriate safety and security measures in place.

Avenue Nursery and Forest School recognises the specific risks that can be posed by mobile and smart technology, including mobile phones, cameras and wearable technology. In accordance with the EYFS 2021 Avenue Nursery and Forest School has appropriate mobile and smart technology and image use as part of this policy. Which is shared and understood by all members of the community. These policies can be found in the nursery cupboard and website.

### **Child and Parent AUP**

Acceptable use of Technology will help keep our children safe and happy.

- Children will only use a tablet or mobile phone when an adult is present.
- Only use children's apps or the mobile phones camera with adult supervision.
- Parents understand that the AUP applies to the child's use of setting devices and systems on site and at home, and personal use where there are safeguarding and/or behaviour concerns.
- Parents are aware that any use of setting devices and systems may be monitored for safety and security reason to keep their child safe and to ensure policy compliance. This monitoring will be proportionate and will take place in accordance with data protection, privacy, and human rights legislation.
- Parents are aware that the setting that they or their child cannot use personal devices and mobile/smart technology on site.
- Parents understand that the setting will take every reasonable precaution, including implementing appropriate monitoring and filtering systems, to ensure their child is safe when they use setting devices and systems. They understand that the setting cannot ultimately be held responsible for the nature and content of materials accessed on the internet or if the child is using mobile technologies.

- Parents and their child, are aware of the importance of safe online behaviour and will not deliberately upload or add any images, video, sounds or text that could upset, threaten the safety of or offend any member of the setting community.
- Parents understand that the setting will contact them if they have concerns about any possible breaches of the AUP or have any concerns about their child's safety online.
- Parents will inform the setting (for example speaking to a member of staff and/or the Designated Safeguarding Lead) or other relevant organisations if they have concerns over their child's or other members of the setting community's safety online.
- Parents will support the setting online safety approaches and use appropriate parental controls and will encourage their child to adopt safe use of the internet and other technology at home, as appropriate to their age and understanding.
- Parents understand that if they or their child do not abide by the Avenue Nursery and Forest School AUP, appropriate action will be taken. This could include sanctions being applied in line with the setting policies (suspension of child's placement or expulsion) and if a criminal offence has been committed, the police being contacted.

### **Staff, Visitors and Volunteers Acceptable Use of Technology**

As a professional organisation with responsibility for safeguarding, all members of staff are expected to use Avenue Nursery and Forest School IT systems in a professional, lawful, and ethical manner. To ensure that members of staff understand their professional responsibilities when using technology and provide appropriate curriculum opportunities for learners, they are asked to read and sign the staff Acceptable Use of Technology Policy.

Our AUP is not intended to unduly limit the ways in which members of staff teach or use technology professionally, or indeed how they use the internet personally, however the AUP will help ensure that all staff understand Avenue Nursery and Forest School expectations regarding safe and responsible technology use and can manage the potential risks posed. The AUP will also help to ensure that setting systems are protected from any accidental or deliberate misuse which could put the safety and security of our systems or members of the community at risk.

### **Policy Scope**

1. I understand that this AUP applies to my use of technology systems and services provided to me or accessed as part of my role within Avenue Nursery and Forest School both professionally and personally. This may include use of laptops, mobile phones, tablets, digital cameras, and email as well as IT networks, data and data storage, remote learning and online and offline communication technologies.
2. I understand that Avenue Nursery and Forest School Acceptable Use of Technology Policy (AUP) should be read and followed in line with the Avenue Nursery and Forest School staff code of conduct.

3. I am aware that this AUP does not provide an exhaustive list; all staff should ensure that technology use is consistent with the setting ethos, setting staff behaviour and safeguarding policies, national and local education and child protection guidance, and the law.

## **Use of Setting Devices and Systems**

4. I will only use the equipment and internet services provided to me by the setting for example setting provided laptops, tablets, mobile phones, and internet access, when working with learners. Personal mobiles can be used during whole group outings.
5. I understand that any equipment and internet services provided by my workplace is intended for education purposes and/or professional use and should only be accessed by members of staff. Reasonable personal use of setting IT systems and/or devices by staff is allowed.

## **Data and System Security**

6. To prevent unauthorised access to systems or personal data, I will not leave any information system unattended without first logging out or securing/locking access.
  - I will use a 'strong' password to access setting systems.
  - I will protect the devices in my care from unapproved access or theft. For example not leaving devices visible or unsupervised in public places.
7. I will respect setting system security and will not disclose my password or security information to others.
8. I will not open any hyperlinks or attachments in emails unless they are from a known and trusted source. If I have any concerns about email content sent to me, I will report them to the Administrator or Directors.
9. I will not attempt to install any personally purchased or downloaded software, including browser toolbars, or hardware without permission from the Administrator or Directors.
10. I will ensure that any personal data is kept in accordance with the Data Protection legislation, including GDPR .
  - All personal data will be obtained and processed fairly and lawfully, only kept for specific purposes, held no longer than necessary and will be kept private and secure with appropriate security measures in place, whether used in the workplace, hosted online or accessed remotely.
  - Any data being removed from the setting site, such as via email or on memory sticks or CDs, will be suitably protected. This may include data being encrypted by a method approved by the setting.

11. I will not keep documents which contain setting related sensitive or personal information, including images, files, videos, and emails, on any personal devices, such as laptops, digital cameras, and mobile phones. Where possible, I will use the setting learning platform to upload any work documents and files in a password protected environment.
12. I will not store any personal information on the setting IT system, including setting laptops or similar device issued to members of staff that is unrelated to setting activities, such as personal photographs, files or financial information.
13. I will ensure that setting owned information systems are used lawfully and appropriately. I understand that the Computer Misuse Act 1990 makes the following criminal offences: to gain unauthorised access to computer material; to gain unauthorised access to computer material with intent to commit or facilitate commission of further offences or to modify computer material without authorisation.
14. I will not attempt to bypass any filtering and/or security systems put in place by the setting.
15. If I suspect a computer or system has been damaged or affected by a virus or other malware, I will report this to the Administrator (Bunny Parker) as soon as possible.
16. If I have lost any setting related documents or files, I will report this to the Directors (Nikki Finnis-Parker or Fiona Oldfield) and setting Data Protection Officer (Nikki Finnis-Parker if unavailable see Administrator Bunny Parker) as soon as possible.
17. Any images or videos of learners will only be used as stated in this policy. I understand images of learners must always be appropriate and should only be taken with setting provided equipment and only be taken/published where learners and/or parent/carers have given explicit written consent. Personal mobiles may be used on whole group outings, all photos and videos must be deleted by the end of the week photos were taken.

## **Classroom Practice**

18. I am aware of the expectations relating to safe technology use in the classroom, safe remote learning, and other working spaces.
19. I will promote online safety with the learners in my care and will help them to develop a responsible attitude to safety online, system use and to the content they access or create by:
  - exploring online safety principles as part of an embedded and progressive curriculum and reinforcing safe behaviour whenever technology is used.
  - creating a safe environment where learners feel comfortable to report concerns and say what they feel, without fear of getting into trouble and/or be judged for talking about something which happened to them online.

- involving the Designated Safeguarding Lead (DSL) (Nikki Finnis-Parker) or a deputy (Sally Moody-Smith) as part of planning online safety lessons or activities to ensure support is in place for any learners who may be impacted by the content.
- make informed decisions to ensure any online safety resources used with learners is appropriate.

20. I will report any filtering breaches (such as access to illegal, inappropriate, or harmful material) to the DSL.

21. I will respect copyright and intellectual property rights; I will obtain appropriate permission to use content, and if videos, images, text, or music are protected, I will not copy, share, or distribute or use them.

## **Mobile Devices and Smart Technology**

22. I will ensure that my use of mobile devices and smart technology is compatible with my professional role, does not interfere with my work duties and takes place in line with the staff code of conduct and the law.

23. Staff use of social media

- The use of social media during school/setting hours for personal use is permitted for staff only when on their break and away from the children.
- Safe and professional online behaviour is outlined for all members of staff, including volunteers, as part of our code of conduct and acceptable use of technology section of this policy.
- The safe and responsible use of social media sites will be discussed with all members of staff as part of staff induction. Advice will be provided and updated via staff training and additional guidance and resources will be shared with staff as required on a regular basis.
- Any complaint about staff misuse of social media or policy breaches will be taken seriously in line with our child protection and allegations against staff policy.

## **Online Communication, including Use of Social Media**

### **Reputation**

24. All members of staff are advised that their online conduct on social media can have an impact on their role and reputation within the setting. Civil, legal or disciplinary action may be taken if staff are found to bring the profession or institution into disrepute, or if something is felt to have undermined confidence in their professional abilities.

25. All members of staff are advised to safeguard themselves and their privacy when using social media. This may include, but is not limited to:



- Setting appropriate privacy levels on their personal accounts/sites.
  - Being aware of the implications of using location sharing services.
  - Opting out of public listings on social networking sites.
  - Logging out of accounts after use.
  - Using strong passwords.
  - Ensuring staff do not represent their personal views as being that of the setting.
26. • Members of staff are encouraged not to identify themselves as employees of Avenue Nursery and Forest School on their personal social networking accounts; this is to prevent information being linked with the setting and to safeguard the privacy of staff members.
27. • All staff are expected to ensure that their social media use is compatible with their professional role and is in accordance our policies and the wider professional reputation and legal framework. All members of staff are encouraged to carefully consider the information, including text and images, they share and post on social media.
28. • Information and content that staff members have access to as part of their employment, including photos and personal information about learners and their family members or colleagues, will not be shared or discussed on social media sites.
29. • Members of staff will notify the leadership team immediately if they consider that any content shared on social media sites conflicts with their role.
- I will take appropriate steps to protect myself and my reputation online when using communication technology, including the use of social media as outlined in this policy
  - I will not discuss or share .data or information relating to learners, staff, setting business or parents/carers on social media.
30. My electronic communications with current and past learners and parents/carers will be transparent and open to scrutiny and will only take place within clear and explicit professional boundaries.
- I will ensure that all electronic communications take place in a professional manner via setting approved and/or provided communication channels and systems, such as a setting email address, user account or telephone number.
  - I will not share any personal contact information or details with learners, such as my personal email address or phone number.
  - I will not add or accept friend requests or communications on personal social media with current or and/or their parents/carers.
  - Any pre-existing relationships or situations that compromise my ability to comply with the AUP will be discussed with the DSL and/or manager.

## **Policy Concerns**

- 31. I will not upload, download, or access any materials which are illegal, such as child sexual abuse images, criminally racist material, adult pornography covered by the Obscene Publications Act.
- 32. I will not attempt to access, create, transmit, display, publish or forward any material or content online that is inappropriate or likely to harass, cause offence, inconvenience, or needless anxiety to any other person.
- 33. I will not engage in any online activities or behaviour that could compromise my professional responsibilities or bring the reputation of the setting into disrepute.
- 34. I will report and record concerns about the welfare, safety or behaviour of learners or parents/carers to the DSL in line with this setting child protection policy.
- 35. I will report concerns about the welfare, safety, or behaviour of staff to the manager, in line with the allegations against staff policy.

## **Policy Compliance and Breaches**

- 36. If I have any queries or questions regarding safe and professional practise online either in setting or off site, I will raise them with the DSL and the manager.
- 37. I understand that the setting may exercise its right to monitor the use of its information systems, including internet access and the interception of emails, to monitor policy compliance and to ensure the safety of learners and staff. This monitoring will be proportionate and will take place in accordance with data protection, privacy, and human rights legislation.
- 38. I understand that if the setting believe that unauthorised and/or inappropriate use of setting systems or devices is taking place, the setting may invoke its disciplinary procedures as outlined in the staff code of conduct.
- 39. I understand that if the setting believe that unprofessional or inappropriate online activity, including behaviour which could bring the setting into disrepute, is taking place online, the setting may invoke its disciplinary procedures as outlined in the staff code of conduct.
- 40. I understand that if the setting suspects criminal offences have occurred, the police will be informed. Acceptable Use of Technology section (AUP) should be read and followed in line with the setting staff code of conduct.
- 41. I am aware that this AUP does not provide an exhaustive list; all staff should ensure that technology use is consistent with the setting ethos, setting staff code of conduct and safeguarding policies, national and local education and child protection guidance, and the law.

## 6.2 Appropriate Filtering and Monitoring

- Avenue Nursery and Forest School will do all we reasonably can to limit staff and children's exposure to online risks through setting provided IT systems and will ensure that appropriate filtering and monitoring systems are in place.
  - If children or staff discover unsuitable sites or material, they are required to: **turn off monitor/screen, report the concern immediately to a member of staff, report the URL of the site to the directors.**
    - All users will be informed that use of our systems can be monitored, and that monitoring will be in line with data protection, human rights, and privacy legislation.
    - Filtering breaches or concerns identified through our monitoring approaches will be recorded and reported to the DSL who will respond as appropriate.
    - Any access to material believed to be illegal will be reported immediately to the appropriate agencies, such as the [Internet Watch Foundation](#) and the police.
    - When implementing appropriate filtering and monitoring, Avenue Nursery and Forest School will ensure that "over blocking" does not lead to unreasonable restrictions as to what children can be taught with regards to online teaching and safeguarding.
- Avenue Nursery and Forest School acknowledges that whilst filtering and monitoring is an important part of our online safety responsibilities, it is only one part of our approach to online safety.
  - Children will use appropriate search tools, apps and online resources as identified following an informed risk assessment.
  - Children's internet and technology use will be directly supervised by staff.
  - Children are given tablets linked only to appropriate use for children.

## 6.3 Information Security and Access Management

- Avenue Nursery and Forest School is responsible for ensuring an appropriate level of security protection procedures are in place, in order to safeguard our systems as well as staff and children.
- (Detailed in Appropriate Use of technology and on-line communication, including use of social media within this policy)
- Avenue Nursery and Forest School will review the effectiveness of these procedures periodically to keep up with evolving cyber-crime technologies.

## 6.4 Staff Training

- Avenue Nursery and Forest School will ensure that all staff receive online safety training as part of induction and that ongoing online safety training and update for all staff will be integrated, aligned and considered as part of our overarching safeguarding approach.

## 6.5 Educating Learners

- Avenue Nursery and Forest School will ensure a comprehensive response is in place to enable all children to learn about and manage online risks effectively as part of providing a broad and balanced age appropriate curriculum.

## 6.6 Working with Parents/Carers

- Avenue Nursery and Forest School will build a partnership approach to online safety and will support parents/carers to become aware and alert of the potential online benefits and risks for children by:
  - By providing information on our setting website and through existing communication channels (such as official social media, newsletters etc.)

## **7. Staff Engagement and Expectations**

### **7.1 Awareness, Induction and Training**

- All members of staff have been provided with a copy of part one or annex A of 'Keeping Children Safe in Education' 2021 which covers safeguarding information for staff.
  - Setting management staff, including the DSL will read KCSIE in its entirety.
  - Setting management staff and all members of staff who work directly with children will read annex B.
  - All members of staff have signed to confirm that they have read and understood the national guidance shared with them. After reading document staff are asked to sign and date.
- The DSL will ensure that all new staff and volunteers (including agency and third-party staff) receive safeguarding and child protection training (including online safety), including information to ensure they are aware of the setting internal safeguarding processes, as part of their induction, via leaflets, specific training by the DSL and e-Learning.
- All staff members (including agency and third-party staff) will receive appropriate child protection training (including online safety) to ensure they are aware of a range of safeguarding issues; this training will be updated at least annually.
- In addition to specific child protection training, all staff will receive regular safeguarding and child protection updates, at least annually, to provide them with relevant skills and knowledge to safeguard children effectively. Via email, personal group on messenger and staff meetings.
- Staff will be encouraged to contribute to and shape setting safeguarding arrangements and child protection policies. Via input from knowledgeable and experienced staff and inviting input at staff meetings.

### **7.2 Safer Working Practice**

- All members of staff are required to work within our clear guidelines on safer working practice as outlined in our code of conduct.
- The DSL will ensure that all staff and volunteers (including agency and third-party staff) have read the child protection policy and are aware of our expectations regarding safe and professional practice via the staff code of conduct and Acceptable Use of technology section of this policy (AUP).
- Staff will be made aware of the setting Emotional well-being, Resilience and Self-regulation policy (<https://d.docs.live.net/5b2b7fe832e55dff/Documents/POLICIES%20%5e0%20PROCEDURES%202020/POLICIES%20%5e0%20PROCEDURES%202020/8.EW%20and%20resilience%20policy.docx>) Staff will manage behaviour effectively to ensure a good and safe educational environment and will

have a clear understanding of the needs of all children. Physical interventions and/or use of reasonable force will be in line with our agreed policy and procedures and national guidance.

- All staff will be made aware of the professional risks associated with the use of social media and electronic communication (such as email, mobile phones, texting, social networking). Staff will adhere to relevant policies including code of conduct, mobile phone policy, image use policy, Acceptable Use Policies, and Social Media.

### **7.3 Supervision and Support**

- The induction process will include familiarisation with child protection responsibilities and procedures to be followed if members of staff have any concerns about a child's safety or welfare.
- The setting will ensure that members of staff are provided with appropriate supervision in accordance with the statutory requirements of Early Years Foundation Stage (EYFS) 2021.
- The registered person and directors of Avenue Nursery and Forest School recognise regular, planned, and accountable supervision, which is a two-way process, offers support and develops the knowledge, skills and values of an individual, group or team. We see its purpose is to monitor the progress of professional practice and to help staff to improve the quality of the work they do, thus improving outcomes for children as well as achieving agreed objectives. Supervision also provides an opportunity to discuss sensitive issues including the safeguarding of children and any concerns raised about an individual or colleague's practice.
- The setting will ensure all members of staff and volunteers will receive regular and planned supervision sessions. Uninterrupted time will be set aside to ensure any supervision sessions effective for both practitioner and management to ensure that:
  - All staff are competent to carry out their responsibilities for safeguarding and promoting the welfare of children
  - All staff are supported by the DSL in their safeguarding role.
  - All members of staff have regular reviews of their own practice to ensure they improve over time.
- Any member of staff affected by issues arising from concerns for children's welfare or safety can seek support from the DSL.
- The DSL will also put staff in touch with outside agencies for professional support if they so wish. Staff can also approach organisations such as their Union, the Education Support Partnership or other similar organisations directly.

## **8. Safer Recruitment and Allegations**

### **8.1 Safer Recruitment and Safeguarding Checks**

- Avenue Nursery and Forest School is committed to ensure that develop a safe culture and that all steps are taken to recruit staff and volunteers who are safe to work with children and staff.
- The registered person and Directors of Avenue Nursery and Forest School are responsible for ensuring that the setting follows safe recruitment processes outlined within guidance, including accurate maintenance of the staff records/Single Central Record (SCR). The SCR is a list of staff, volunteers and

registered person/trustees/committee members and includes appropriate information which may include:

- Dates of recruitment
  - References
  - Identity checks
  - Criminal records check reference number, including date and details of person who completed it
  - Eligibility to work in the UK checks
  - Other essential key data.
- The setting will obtain an enhanced check by Disclosure and Barring Service (DBS) in respect of every person aged 16 and over (including for unsupervised volunteers, and supervised volunteers who provide personal care) who:
    - works directly with children
    - lives on the premises on which the childcare is provided and/or
    - works on the premises on which the childcare is provided (unless they do not work on the part of the premises where the childcare takes place, or do not work there at times when children are present).
  - An additional check by the DBS (or checks if more than one country) will also be made for anyone who has lived or worked abroad.
  - The registered person and Directors of Avenue Nursery and Forest School is responsible for ensuring that the setting adopts an application, vetting and recruitment process which places safeguarding at its center, regardless of employee or voluntary role.
  - The registered person and Directors of Avenue Nursery and Forest School is responsible for ensuring that the setting follows safe recruitment processes outlined within guidance. At least one member of the interview panel must have completed safer recruitment training.
  - The registered person and Directors of Avenue Nursery and Forest School is aware of the requirements to make appropriate checks regarding the disqualification status of all staff, including volunteers and temporary staff.
  - We advise all staff to disclose any reason that may affect their suitability to work with children including convictions, cautions, court orders, cautions and warnings.
  - We will ensure that all staff and volunteers have read the staff code of conduct and understand that their behaviour and practice must be in line with it.

## **8.2 Allegations made against/concerns raised in relation to staff and volunteers**

- Avenue Nursery and Forest School recognises that it is possible for any member of staff, including volunteers, contractors, agency and third-party staff (including supply staff) and visitors to behave in a way that:
  - Indicates they have harmed a child, or may have harmed a child
  - Means they have committed a criminal offence against or related to a child
  - behaved towards a child or children in a way that indicates he or she may pose a risk of harm to children or
  - behaved or may have behaved in a way that indicates they may not be suitable to work with children.

- In depth information regarding staff allegations can be found within our Procedures for Managing Allegations against Staff policy. This can be found in the nursery cupboard and website.
- As part of our approach to safeguarding, the setting adopts an open and transparent culture in which all concerns are dealt with promptly and appropriately. All staff and volunteers should feel able to raise concerns about poor or unsafe practice and potential failures in the setting safeguarding regime. The leadership team at Avenue Nursery and Forest School will take all concerns or allegations received seriously.
- Allegations should be referred immediately to the manager who will contact the [Local Authority Designated Officer](#) (LADO) to agree further action to be taken in respect of the child and staff member. In the event of allegations of abuse being made against the manager, staff are advised that allegations should be reported to the next senior management who will contact the LADO.
- Where managers are unsure how to respond to a concern about a member of staff, advice will be sought via the [Local Authority Designated Officer](#) (LADO) Enquiry Line and/or the [Education Safeguarding Service](#).
- All members of staff are made aware of the settings Whistleblowing procedure (<https://d.docs.live.net/5b2b7fe832e55dff/Documents/POLICIES%20%5e0%20PROCEDURES%202020/POLICIES%20%5e0%20PROCEDURES%202020/3.%20Whistle%20blowing%20policy%20sept%202019.docx>). It is a disciplinary offence not to report concerns about the conduct of a colleague that could place a child at risk.
- Staff can access the NSPCC whistleblowing helpline if they do not feel able to raise concerns regarding child protection failures internally. Staff can call 0800 028 0285 (8:00 AM to 8:00 PM Monday to Friday) or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk).

Avenue Nursery and Forest School has a legal duty to refer to the Disclosure and Barring Service (DBS) anyone who has harmed, or poses a risk of harm, to a child, or if there is reason to believe the member of staff has committed one of a number of listed offences, and who has been removed from working (paid or unpaid) in regulated activity or would have been removed had they not left. The DBS will consider whether to bar the person.

- Avenue Nursery and Forest School have a duty to inform Ofsted of any allegations of serious harm or abuse by any person living, working, or looking after children at the premises (whether the allegations relate to harm or abuse committed on the premises or elsewhere). We will also notify Ofsted of the action taken in respect of the allegations. Notifications will be made as soon as is reasonably practicable, but at the latest within 14 days of the allegations being made and are aware that to not do so would be an offence.

## 9. Opportunities to teach safeguarding

- Avenue Nursery and Forest School recognises that children learn best when they are healthy, safe, and secure, when their individual needs are met, and when they have positive relationships with the adults caring for them. Our setting will provide a welcoming, safe, and stimulating environment where children can enjoy learning and grow in confidence.
- We recognise that early years settings play an essential role in helping children to understand and identify the parameters of what is appropriate child and adult behaviour; what is 'safe'; to recognise when they and others close to them are not safe; and how to seek advice and support when they are concerned.

- Avenue Nursery and Forest School will provide age appropriate educational opportunities to enable early years children to develop self-awareness, self-esteem, social and emotional understanding, assertiveness, and decision making so that they have a range of contacts and strategies to ensure their own protection and understand the importance of protecting others, including online.
- Avenue Nursery and Forest School recognise that a one size fits all approach may not be appropriate for all children, and a more personalised or contextualised approach for more vulnerable children, victims of abuse and some SEND children might be needed.
- Systems have been established to support the empowerment of children to talk to a range of staff. Children at Avenue Nursery and Forest School will be listened to and heard and their concerns will be taken seriously and acted upon as appropriate.

## **10. Physical Safety**

- Staff will be made aware of the Emotional Well-being, Resilience and Self-regulation and physical intervention policies, and any physical interventions and/or use of reasonable force must be in line with our agreed policy and procedures and national guidance.

### **10.1 The Use of Premises by Other Organisations**

- Where services or activities are provided separately by another body using the setting facilities/premises, the manager and the registered person and Directors will seek written assurance that the organisation concerned has appropriate policies and procedures in place with regard to safeguarding children and child protection, and that relevant safeguarding checks have been made in respect of staff and volunteers. If this assurance is not achieved, an application to use premises will be refused.
- Safeguarding requirements will be included in any transfer of control agreement (i.e. lease or hire agreement), as a condition of use and occupation of the premises. Failure to comply with this will lead to termination of the agreement.

### **10.2 Site Security**

- All members of staff have a responsibility for maintaining awareness of buildings and grounds security and for reporting concerns that may come to light.
- Appropriate checks will be undertaken in respect of visitors and volunteers coming into the setting as outlined within guidance. Visitors will be expected to, sign in and out via the visitors log (nursery cupboard and Forest School backpack and to display a visitor's badge whilst on site.
- Staff and visitors will be expected to adhere to any safety arrangements implemented because of Covid-19 restrictions.
- Any individual who is not known or identifiable on site should be challenged for clarification and reassurance.
- Avenue Nursery and Forest School will not accept the behaviour of any individual (parent or other) that threatens security or leads others (child or adult) to feel unsafe. Such behaviour will be treated as a serious concern and may result in a decision to refuse access for that individual to the site.



## 11. Local Support

- All members of staff in Avenue Nursery and Forest School are made aware of local support available.
  - **Education Safeguarding Service**
    - **Area Safeguarding Advisor**
      - Celia Buxton 03000421415: <https://www.theeducationpeople.org/our-expertise/safeguarding/safeguarding-contacts/>
    - **Online Safety in the Education Safeguarding Service**
      - 03000 415797
      - [esafetyofficer@theeducationpeople.org](mailto:esafetyofficer@theeducationpeople.org) (non-urgent issues only)
  - **LADO Service**
    - Telephone: 03000 410888
    - Email: [kentchildrenslado@kent.gov.uk](mailto:kentchildrenslado@kent.gov.uk)
  - **Integrated Children's Services**
    - Front door: 03000 411111
    - Out of Hours Number: 03000 419191
    - Early Help 03000411504
    -
  - **Kent Police**
    - 101 or 999 if there is an immediate risk of harm
  - **Kent Safeguarding Children Multi-Agency Partnership (KSCMP)**
    - [kscmp@kent.gov.uk](mailto:kscmp@kent.gov.uk)
    - 03000 421126
  - **Adult Safeguarding**
    - Adult Social Care via 03000 41 61 61 (text relay 18001 03000 41 61 61) or email [social.services@kent.gov.uk](mailto:social.services@kent.gov.uk)

# Appendix 1: Categories of Abuse

**All staff should be aware that abuse, neglect, and safeguarding issues are rarely standalone events that can be covered by one definition or label. In most cases multiple issues will overlap with one another.**

**Abuse:** a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. They may be abused by an adult or adults or another child or children. It should be noted that abuse can be carried out both on and offline and be perpetrated by men, women, and children.

**Sexual abuse:** involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing, and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

## **Signs that MAY INDICATE Sexual Abuse**

- Sudden changes in behaviour and performance
- Displays of affection which are sexual and age inappropriate
- Self-harm, self-mutilation or attempts at suicide
- Alluding to secrets which they cannot reveal
- Tendency to cling or need constant reassurance
- Regression to younger behaviour for example thumb sucking, playing with discarded toys, acting like a baby
- Distrust of familiar adults e.g. anxiety of being left with relatives, a childminder or lodger
- Unexplained gifts or money
- Depression and withdrawal
- Fear of undressing for PE
- Sexually transmitted disease
- Fire setting

**Physical abuse:** a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

## **Signs that MAY INDICATE physical abuse**

- Bruises and abrasions around the face
- Damage or injury around the mouth
- Bi-lateral injuries such as two bruised eyes
- Bruising to soft area of the face such as the cheeks
- Fingertip bruising to the front or back of torso
- Bite marks
- Burns or scalds (unusual patterns and spread of injuries)
- Deep contact burns such as cigarette burns
- Injuries suggesting beatings (strap marks, welts)
- Covering arms and legs even when hot
- Aggressive behaviour or severe temper outbursts.

- Injuries need to be accounted for. Inadequate, inconsistent, or excessively plausible explanations or a delay in seeking treatment should signal concern.

**Emotional abuse:** the persistent emotional maltreatment of a child such as to cause severe and adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

#### **Signs that MAY INDICATE emotional abuse**

- Over reaction to mistakes
- Lack of self-confidence/esteem
- Sudden speech disorders
- Self-harming
- Eating Disorders
- Extremes of passivity and/or aggression
- Compulsive stealing
- Drug, alcohol, solvent abuse
- Fear of parents being contacted
- Unwillingness or inability to play
- Excessive need for approval, attention, and affection

**Neglect:** the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to: provide adequate food, clothing, and shelter (including exclusion from home or abandonment); protect a child from physical and emotional harm or danger; ensure adequate supervision (including the use of inadequate care-givers); or ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

#### **Signs that MAY INDICATE neglect.**

- Constant hunger
- Poor personal hygiene
- Constant tiredness
- Inadequate clothing
- Frequent lateness or non-attendance
- Untreated medical problems
- Poor relationship with peers
- Compulsive stealing and scavenging
- Rocking, hair twisting and thumb sucking
- Running away
- Loss of weight or being constantly underweight
- Low self esteem

# Appendix 2: Support Organisations

## NSPCC 'Report Abuse in Education' Helpline

- [0800 136 663](tel:0800136663) or [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

## National Organisations

- NSPCC: [www.nspcc.org.uk](http://www.nspcc.org.uk)
- Barnardo's: [www.barnardos.org.uk](http://www.barnardos.org.uk)
- Action for Children: [www.actionforchildren.org.uk](http://www.actionforchildren.org.uk)
- Children's Society: [www.childrenssociety.org.uk](http://www.childrenssociety.org.uk)

## Support for Staff

- Education Support Partnership: [www.educationsupportpartnership.org.uk](http://www.educationsupportpartnership.org.uk)
- Professional Online Safety Helpline: [www.saferinternet.org.uk/helpline](http://www.saferinternet.org.uk/helpline)

## Support for Learners

- ChildLine: [www.childline.org.uk](http://www.childline.org.uk)
- Papyrus: [www.papyrus-uk.org](http://www.papyrus-uk.org)
- The Mix: [www.themix.org.uk](http://www.themix.org.uk)
- Shout: [www.giveusashout.org](http://www.giveusashout.org)
- Fearless: [www.fearless.org](http://www.fearless.org)
- Victim Support: [www.victimsupport.org.uk](http://www.victimsupport.org.uk)

## Support for Adults

- Family Lives: [www.familylives.org.uk](http://www.familylives.org.uk)
- Crime Stoppers: [www.crimestoppers-uk.org](http://www.crimestoppers-uk.org)
- Victim Support: [www.victimsupport.org.uk](http://www.victimsupport.org.uk)
- The Samaritans: [www.samaritans.org](http://www.samaritans.org)
- NAPAC (National Association for People Abused in Childhood): [www.napac.org.uk](http://www.napac.org.uk)
- MOSAC: [www.mosac.org.uk](http://www.mosac.org.uk)
- Action Fraud: [www.actionfraud.police.uk](http://www.actionfraud.police.uk)
- Shout: [www.giveusashout.org](http://www.giveusashout.org)
- Advice now: [www.advicenow.org.uk](http://www.advicenow.org.uk)

## Support for Learning Disabilities

- Respond: [www.respond.org.uk](http://www.respond.org.uk)
- Mencap: [www.mencap.org.uk](http://www.mencap.org.uk)
- Council for Disabled Children: <https://councilfordisabledchildren.org.uk>

## Contextual Safeguarding Network

- <https://contextualsafeguarding.org.uk/>

## Kent Resilience Hub

- <https://kentresiliencehub.org.uk/>

## Substance Misuse

- We are with you (formerly Addaction): [www.wearewithyou.org.uk/services/kent-for-young-people/](http://www.wearewithyou.org.uk/services/kent-for-young-people/)
- Talk to Frank: [www.talktofrank.com](http://www.talktofrank.com)

## Domestic Abuse

- Domestic abuse services: [www.domesticabuseservices.org.uk](http://www.domesticabuseservices.org.uk)
- Refuge: [www.refuge.org.uk](http://www.refuge.org.uk)

- Women's Aid: [www.womensaid.org.uk](http://www.womensaid.org.uk)
- Men's Advice Line: [www.mensadvice.org.uk](http://www.mensadvice.org.uk)
- Mankind: [www.mankindcounselling.org.uk](http://www.mankindcounselling.org.uk)
- National Domestic Abuse Helpline: [www.nationaldahelpline.org.uk](http://www.nationaldahelpline.org.uk)
- Respect Phoneline: <https://respectphoneline.org.uk>

### **Criminal and Sexual Exploitation**

- National Crime Agency: [www.nationalcrimeagency.gov.uk/who-we-are](http://www.nationalcrimeagency.gov.uk/who-we-are)
- It's not okay: [www.itsnotokay.co.uk](http://www.itsnotokay.co.uk)
- NWG Network: [www.nwgnetwork.org](http://www.nwgnetwork.org)

### **Honour Based Abuse**

- Forced Marriage Unit: [www.gov.uk/guidance/forced-marriage](http://www.gov.uk/guidance/forced-marriage)
- FGM Factsheet:  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/496415/6\\_1639\\_HO\\_SP\\_FGM\\_mandatory\\_reporting\\_Fact\\_sheet\\_Web.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/496415/6_1639_HO_SP_FGM_mandatory_reporting_Fact_sheet_Web.pdf)
- Mandatory reporting of female genital mutilation: procedural information:  
[www.gov.uk/government/publications/mandatory-reporting-of-female-genital-mutilation-procedural-information](http://www.gov.uk/government/publications/mandatory-reporting-of-female-genital-mutilation-procedural-information)

### **Peer on Peer abuse, including bullying, sexual violence and harassment**

- Rape Crisis: <https://rapecrisis.org.uk>
- Brook: [www.brook.org.uk](http://www.brook.org.uk)
- Disrespect Nobody: [www.disrespectnobody.co.uk](http://www.disrespectnobody.co.uk)
- Upskirting – know your rights: [www.gov.uk/government/news/upskirting-know-your-rights](http://www.gov.uk/government/news/upskirting-know-your-rights)
- Lucy Faithfull Foundation: [www.lucyfaithfull.org.uk](http://www.lucyfaithfull.org.uk)
- Stop it Now! [www.stopitnow.org.uk](http://www.stopitnow.org.uk)
- Parents Protect: [www.parentsprotect.co.uk](http://www.parentsprotect.co.uk)
- Anti-Bullying Alliance: [www.anti-bullyingalliance.org.uk](http://www.anti-bullyingalliance.org.uk)
- Diana Award: [www.antibullyingpro.com/](http://www.antibullyingpro.com/)
- Bullying UK: [www.bullying.co.uk](http://www.bullying.co.uk)
- Kidscape: [www.kidscape.org.uk](http://www.kidscape.org.uk)

### **Online Safety**

- CEOP: [www.ceop.police.uk](http://www.ceop.police.uk)
- Internet Watch Foundation (IWF): [www.iwf.org.uk](http://www.iwf.org.uk)
- Think U Know: [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)
- Childnet: [www.childnet.com](http://www.childnet.com)
- UK Safer Internet Centre: [www.saferinternet.org.uk](http://www.saferinternet.org.uk)
- Report Harmful Content: <https://reportharmfulcontent.com>
- Marie Collins Foundation: [www.mariecollinsfoundation.org.uk](http://www.mariecollinsfoundation.org.uk)
- Internet Matters: [www.internetmatters.org](http://www.internetmatters.org)
- NSPCC: [www.nspcc.org.uk/online-safety](http://www.nspcc.org.uk/online-safety) and [www.net-aware.org.uk](http://www.net-aware.org.uk)
- Get Safe Online: [www.getsafeonline.org](http://www.getsafeonline.org)
- Parents Protect: [www.parentsprotect.co.uk](http://www.parentsprotect.co.uk)
- Cyber Choices: <https://nationalcrimeagency.gov.uk/what-we-do/crime-threats/cyber-crime/cyberchoices>
- National Cyber Security Centre (NCSC): [www.ncsc.gov.uk](http://www.ncsc.gov.uk)

### **Mental Health**

- Mind: [www.mind.org.uk](http://www.mind.org.uk)
- Moodspark: <https://moodspark.org.uk>

- Young Minds: [www.youngminds.org.uk](http://www.youngminds.org.uk)
- We are with you (formerly Addaction): [www.wearewithyou.org.uk/services/kent-for-young-people/](http://www.wearewithyou.org.uk/services/kent-for-young-people/)
- Anna Freud: [www.annafreud.org/schools-and-colleges/](http://www.annafreud.org/schools-and-colleges/)

#### **Radicalisation and hate**

- Educate against Hate: [www.educateagainsthate.com](http://www.educateagainsthate.com)
- Counter Terrorism Internet Referral Unit: [www.gov.uk/report-terrorism](http://www.gov.uk/report-terrorism)
- True Vision: [www.report-it.org.uk](http://www.report-it.org.uk)

#### **Children with Family Members in Prison**

- National information Centre on Children of Offenders (NICCO): <https://www.nicco.org.uk/>