**Mucky Pups Preschool**

**Safeguarding and Child Protection Policy and Procedures**

**Aims**

The aim of this policy is to ensure that at Mucky Pups Preschool we support the children within our care, protect them from maltreatment and have procedures in place to prevent the impairment of children’s health and development. We strive to protect children from the risk of radicalisation and we promote acceptance and tolerance of other beliefs and cultures.

We aim to:

* Ensure that information is shared only with those who need to know to protect the child and act in their best interest
* Ensure that all staff feel confident and supported to share information and seek the help that the child may need
* Ensure that staff are trained to understand the safeguarding policy and procedure, are alert to identify possible signs of abuse, understand what is meant by child protection and are aware of the different ways in which children can be harmed, including by other children i.e. bullying or discriminating behaviour.
* Ensure that all staff are familiar and updated regularly with child protection issues and procedures
* Ensure that all staff are fully trained and aware of The Prevent Duty
* Keep the children at the centre of all we do
* Make any referrals in a timely way, sharing relevant information as necessary in line with procedures set out by the Lancashire Safeguarding Children Board
* Regularly review and update this policy where appropriate and make sure it complies with any guidance or procedures issued by Blackburn with Darwen, Blackpool and Lancashire children’s safeguarding assurance board (CSAP)
* Children will be supported by offering reassurance, comfort, and sensitive interactions. Activities will be devised according to individual circumstances to enable children to develop confidence within their peer group.
* Safeguarding is a much wider subject than the elements covered within this single policy, therefore this document should be used in conjunction with all Mucky Pups policies and procedures. All staff, students and visitors are made aware of and adhere to, the policy.
* We will work closely with children and their families, as well as external agencies and the community to ensure the welfare and safety of the children and give them the absolute best start to life. Children have the right to be treated with respect, be supported to thrive and to be safe from any form of abuse.

Our prime responsibility is the welfare and well-being of all our children at Mucky Pups. We believe we have a duty to the children, parents, and staff to act quickly and responsibly in any instance that may come to our attention. This includes sharing information where appropriate, with any outside agencies such as the local authority services for children’s social care, health care professionals or the police. All staff will work as part of a multi-agency team, where needed, in the best interest of the child.

**Mucky Pups designated safeguarding lead is- Stephanie Simpson**

**Mucky Pups designated safeguarding deputy is- Jean Wills**

At Mucky Pups we will:

* Create an environment that encourages children to develop a positive self-image
* Encourage children to develop a sense of independence and in a way that is appropriate to their age and stage of development
* Provide a safe and secure environment for all children
* Always listen to children
* Provide an environment in which practitioners are confident to identify if children and their families may need intervention and seek the help that they may need
* Build children’s resilience to radicalisation by promoting fundamental British values such as democracy, mutual respect, tolerance, the rule of law and individual liberty.
* Share information with other agencies when appropriate
* Have a Designated Safeguarding lead (DSL) and an appropriately trained deputy who will have had appropriate safeguarding training.
* Ensure the DSL and the deputy receive regular training and remain up to date with any changes to national or local policies or procedures.
* Ensure that appropriate filters are in place on any ICT resources that children could access
* Ensure national GDPR and our own settings GDPR policy are always adhered to. It must be noted when it is suspected that a child is at risk of serious harm, usual confidentiality procedures do not apply and this policy must be followed ensuring information is adhered with relevant professional to ensure this safety of the child in question.

Mucky Pups has a clear commitment to child protection and promoting welfare. Should anyone believe that this policy is not being upheld, it is their duty to report the matter to the attention of the DSL or Deputy DSL at the earliest opportunity.

All our staff have a duty to protect and promote the welfare of all of the children in our care. They may well be the first people that children confide in about abuse or spot changes in children’s behaviour that may indicate abuse.

This statement lays out the procedures that will be followed if we have any reason to believe that a child in our care is subject to any welfare issues including physical, sexual, emotional abuse or neglect. It also includes procedures that will be followed should we suspect a child or family of being at risk of radicalisation.

Contact telephone numbers

|  |  |
| --- | --- |
| OFSTED | 0300 123 1231 |
| Children’s Safeguarding Assurance Partnership (CSAP)  (Local authority) | 0300 123 6720 |
| Out of hours | 0300 123 6722 |
| Local authority designated officer (LADO) | 01772 536694 |
| The prevent hotline | **01282 472324** |
| NSPCC | **0808 800 5000** |
| Emergency police | **999** |
| Non-emergency police | **101** |
| Government helpline for extremism concerns | **020 7340 7264** |
| Catherine Isherwood  Early education Safeguarding Officer | **07909001430** |

**Types of Abuse and indicators**

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse a child by harming them, or by failing to act to prevent them from harm. Children maybe abused within a family, institution, or community setting, by those known to them or by a stranger. This could be an adult or adults, another child, or children. The signs and indicators listed below may not necessarily indicate that a child had been abused but will help us to recognise that something maybe wrong, especially if a child shows a number of these indicators.

**Indicators of abuse**

* Failure to thrive and meet developmental milestones
* Fearful or withdrawn tendencies
* Aggressive behaviour
* Unexplained injuries to a child or conflicting reports from parents or staff
* Repeated injuries
* Unaddressed illnesses or injuries

**Physical Abuse**

Action needs to be taken if staff have reason to believe that there has been a physical injury to a child, this includes deliberate poisoning, where there is definite knowledge or reasonable suspicion that the injury was inflicted or not knowingly prevented.

Other symptoms may include:

* Bruises
* Broken bones/fractures
* Burns or scalds
* Bite marks
* Children maybe abused physical through shaking or throwing

Head injuries in babies and toddlers can be signs of abuse so it is important to be aware of these, visible signs include:

* Swelling
* Bruising
* Fracture
* Being extremely sleepy or unconscious
* Breathing problems
* Seizures
* Vomiting
* Unusual behaviour such as not feeding

Many children will have cuts and grazes from normal childhood injuries these should be logged on an “Arrival with injury form” and discussed with the DSL or the Deputy.

**Sexual abuse**

Action needs to be taken if a staff member has witnessed occasion(s) where a child indicated sexual activity through words, play, drawing, had an excessive pre-occupation with sexual matters, or had an inappropriate knowledge of adult sexual behaviour or language. The child may become distressed or upset when their clothes are changed or even at nappy changing time. Physical symptoms may include genital trauma, discharge and bruises between the legs. Emotional symptoms could include the child becoming withdrawn or overly extroverted and outgoing. They may withdraw from a particular adult and become distressed if they reach out for them, but they may also be particularly clingy to a potential abuser so all symptoms and signs should be looked at together and assesses as a whole. If a child starts to talk openly about abuse, they maybe experiencing staff must listen and not ask any leading questions.

**Procedure:**

* The adult should reassure the child and listen without interrupting
* The adult will not ask any leading questions
* The details will be recorded in a detailed and confidential report
* The observed instances will be reported to the DSL (Deputy in their absence)
* The matter will be referred to the Lancashire’s children’s social care team
* A sensitive and confidential discussion will be held with the parents/carers of the child with both the manager and the DSL (If deemed appropriate)

**Emotional abuse**

Action should be taken under this heading if the staff member has reason to believe that there is a severe, adverse effect on the behaviour and emotional development of a child, caused by persistent or severe ill treatment or rejection. This may include extremes of discipline where a child is shouted at or put down on a consistent basis, lack of emotional attachment by a parent, or it may include parents or carers placing inappropriate age or developmental expectations upon them. Emotional abuse may also be imposed through the child witnessing domestic abuse and alcohol and drug misuse by adults that are caring for them. The child is likely to show extremes of emotion with this type of abuse. They may become withdrawn, aggressive and or clingy. This type of abuse is harder to identify as the child is not likely to show any physical signs.

**Procedure:**

* The concern should be discussed with the DSL or deputy DSL
* The concern should be discussed with the parent/carer (where appropriate)
* Such discussions will be recorded, and the parent will be able to access such records
* A EHA (Early help Assessment) form may need to be completed
* If there appear to be any queries regarding the circumstances, the matter will be referred to the local authority children’s social care team.

**Neglect**

Action should be taken under this heading if the staff member had reason to believe that there had been persistent or severe neglect of a child (for example, by exposure to be any kind of danger, including cold, starvation or failure to seek medical treatment when required on behalf of the child) which results in serious impairment of the child’s health or development, including failure to thrive. This may include a child persistently arriving at Mucky Pups unwashed or unkempt, wearing clothes that are too small (especially shoes that may restrict the child’s growth or hurt them) arriving at Mucky Pups in full and swollen nappies (may have nappy rash) or a child having an illness that is not being addressed by the parent/carer. A child may also be persistently hungry if the parent/carer isn’t providing enough food or withholding it from the child. Neglect may also be shown through emotional signs and they may crave love and support which may make them clingy and emotional.

**Procedure**

* The concern should be discussed with the DSL or DEPUTY DSL
* The concern will be discussed with the parent/carer (Where appropriate)
* Such discussions will be recorded, and the parent will have access to such records
* A EHA form may need to be completed
* If there appear to be any queries regarding the circumstances the local authority children’s social care team will be notified

**Oral health and hygiene** (See oral health policy)

At Mucky Pups, we understand the importance of promoting good dental and oral health and as part of this, we also highlight the importance of making healthy choices regarding the food and drinks we consume, (see our food and healthy eating policy). We encourage good oral and dental hygiene through our learning experiences in nursery.

**Fabricated illness**

This is a type of physical abuse and is where a child is presented with an illness that is fabricated by an adult carer. The carer may seek out unnecessary medical treatment or investigation. The signs may include a carer exaggerating a real illness or symptoms or including physical illness, e.g. through poisoning, starvation, inappropriate diet. This may also be presented through false allegations of abuse or encouraging the child to appear disabled or ill to obtain necessary treatment tor specialist support.

**Procedure:**

* All signs of marks/injuries to a child when they come into Mucky Pups or occur during time there, will be recorded as soon as noticed by a staff member.
* The incident will be discussed with the parent at the earliest opportunity, where felt appropriate.
* Such discussions will be recorded, and the parent/carer will have access to these records
* If there appear to be any queries regarding the circumstances the local authority children’s social care team will be notified

**Radicalisation**

All staff members have a duty to act should they have reason to believe that is a child or member of a child’s family is at risk of radicalisation. This duty is known as “The Prevent Duty”. All staff are trained to notice signs of radicalisation and are aware of the procedure to follow should they suspect a family or child becoming drawn into radicalised views or terrorism. All staff will help to build children’s resilience through promoting Fundamental British values and giving them the confidence to challenge extremist views. Staff must remember that extremist views can come from many different walks of life and can take many different forms.

**Procedure:**

* The concern should be discussed with the DSL or Deputy DSL
* The concern will be discussed with the child’s parent/carer (where appropriate)
* The staff member or the DSL will contact the Channel programme
* If a member of staff believes that the risk or terrorism or radicalisation is of immediate risk to the person or community, they must contact the police immediately.

**Female Genital Mutilation**

Female genital mutilation (FGM) can also be known as Female Genital Cutting. FGM is a procedure where the female genital organs are injured or changed and there is no medical reason for this. It is frequently a very traumatic and violent act for the victim and can cause harm in many ways. The practice can cause severe pain and there may be immediate and/or long-term health consequences, including mental health problems, difficulties in childbirth, causing danger to the child and mother; and/or death (definition taken from the Multi-agency Statutory Guidance on Female Genital Mutilation)

The procedure may be carried out shortly after birth and during childhood as well as adolescence, just before marriage or during a woman’s first pregnancy and varies widely according to the community. FGM is child abuse and is illegal in the UK. It can be extremely dangerous and can cause:

• Severe pain

• Shock

• Bleeding

• Infection such at tetanus, HIV and hepatitis B and C

• Organ damage

• Blood loss and infections

• Death in some cases

If you have concerns about a child or family, you should contact children’s social care team in the same way as other types of physical abuse. We have a mandatory duty to report to police any case where an act of female genital mutilation appears to have been carried out on a girl under the age of 18.

**Breast Ironing/Flattening**

Breast ironing also known as "breast flattening" is the process where young girls' breasts are ironed, massaged and/or pounded down through the use of hard or heated objects in order for the breasts to disappear or delay the development of the breasts entirely. It is believed that by carrying out this act, young girls will be protected from harassment, rape, abduction and early forced marriage.

Breast Ironing/Flattening is a form of physical abuse and can cause serious health issues such as:

• Abscesses

• Cysts

• Itching

• Tissue damage

• Infection

• Discharge of milk

• Dissymmetry of the breasts

• Severe fever.

**Child on child abuse** (See anti bullying policy)

We are aware that child on child abuse does take place, so we include children in our policies when we talk about potential abusers. This may take the form of bullying, physically hurting another child, emotional abuse, or sexual abuse. We will report this in the same way as we do for adults abusing children, and will take advice from the appropriate bodies on this area; to support for both the victim and the perpetrator, as they could also be a victim of abuse. We know that children who develop harmful sexual behaviour have often experienced abuse and neglect themselves.

**Child sexual exploitation (CSE)**

Keeping Children Safe in Education (2020) describes CSE as where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual.

CSE does not always involve physical contact; it can also occur through the use of technology. CSE can affect any child or young person (male or female) under the age of 18 years, including 16 and 17 year olds who can legally consent to have sex. It can include both contact (penetrative and non-penetrative acts) and non-contact sexual activity and may occur without the child or young person’s immediate knowledge (e.g. through others copying videos or images they have created and posted on social media).

**Signs and indicators may include:**

• Physical injuries such as bruising or bleeding

• Having money or gifts they are unable to explain

• Sudden changes in their appearance

• Becoming involved in drugs or alcohol, particularly if you suspect they are being supplied by older men or women

• Becoming emotionally volatile (mood swings are common in all young people, but more severe changes could indicate that something is wrong)

• Using sexual language that you wouldn’t expect them to know

• Engaging less with their usual friends

• Appearing controlled by their phone

• Switching to a new screen when you come near the computer

• Nightmares or sleeping problems

• Running away, staying out overnight, missing school

• Changes in eating habits

• Talk of a new, older friend, boyfriend or girlfriend

• Losing contact with family and friends or becoming secretive

• Contracting sexually transmitted diseases.

**Child Criminal Exploitation (CCE)**

CCE is where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child into any criminal activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial or other advantage of the perpetrator or facilitator and/or (c) through violence or the threat of violence. The victim may have been criminally exploited even if the activity appears consensual. CCE does not always involve physical contact; it can also occur with the use of technology. CCE can include children being forced to work in cannabis factories, being coerced into moving drugs or money across the country forced to shoplift or pickpocket, or to threaten other young people.

**Some of the following can be indicators of CCE**:

• Children who appear with unexplained gifts or new possessions;

• Children who associate with other young people involved in exploitation;

• Children who suffer from changes in emotional well-being;

• Children who misuse drugs and alcohol;

• Children who go missing for periods of time or regularly come home late;

• Children who regularly miss school or education or do not take part in education.

**Adult sexual exploitation** (See equal opportunities policy)

As part of our safeguarding procedures, we will also ensure that staff and students are safeguarded from sexual exploitation.

**County Lines**

The National Crime Agency (NCA) describe county lines is a term used to describe gangs and organised criminal networks involved in exporting illegal drugs from big cities into smaller towns, using dedicated mobile phone lines or other form of ‘deal line.’ Customers will live in a different area to where the dealers and networks are based, so drug runners are needed to transport the drugs and collect payment. Offenders will often use coercion, intimidation, violence (including sexual violence) and weapons to ensure compliance of victims. Children can be targeted and recruited into county lines in a number of locations including schools, further and higher educational institutions, pupil referral units, special educational needs schools, children’s homes and care homes.

**Signs and indicators to be aware of include:**

• Changes in the way young people you might know dress

• Unexplained, sometimes unaffordable new things (e.g. clothes, jewellery, cars etc.)

• Missing from home or schools and/or significant decline in performance

• New friends or relationships with those who don't share any mutual friendships with the victim or anyone else

• May be carrying a weapon

• Receiving more texts or calls than usual

• Sudden influx of cash, clothes or mobile phones

• Unexplained injuries

• Significant changes in emotional well-being

• Young people seen in different cars/taxis driven by unknown adults

• Young people seeming unfamiliar with your community or where they are

• Truancy, exclusion, disengagement from school

• An increase in anti-social behaviour in the community

• Unexplained injuries

• Gang association or isolation from peers or social networks.

**Cuckooing**

Cuckooing is a form of county lines crime in which drug dealers take over the home of a vulnerable person in order to criminally exploit them as a base for drug dealing, often in multi-occupancy or social housing properties. Signs that this is happening in a family property may be an increase in people entering or leaving the property, an increase in cars or bikes outside the home; windows covered or curtains closed for long periods, family not being seen for extended periods; signs of drug use or an increase in anti-social behaviour at the home. If we recognise any of these signs, we will report our concerns as per our reporting process.

**Contextual safeguarding**

As young people grow and develop, they may be vulnerable to abuse or exploitation from outside their family. These extra-familial threats might arise at school and other educational establishments, from within peer groups, or more widely from within the wider community and/or online. As part of our safeguarding procedures we will work in partnership with parents/carers and other agencies to work together to safeguard children and provide the support around contextual safeguarding concerns.

**Up skirting**

Up skirting involves taking a picture of someone’s genitals or buttocks under their clothing without them knowing, either for sexual gratification or in order to humiliate, or distress, the individual. This is a criminal offence and any such action would be reported following our reporting procedures.

**Child abuse linked to faith or belief (CALFB)**

Child abuse linked to faith or belief (CALFB) can happen in families when there is a concept of belief in:

• Witchcraft and spirit possession, demons or the devil acting through children or leading them astray (traditionally seen in some Christian beliefs)

• The evil eye or djinns (traditionally known in some Islamic faith contexts) and dakini (in the Hindu context)

• Ritual or multi murders where the killing of children is believed to bring supernatural benefits, or the use of their body parts is believed to produce potent magical remedies

• Use of belief in magic or witchcraft to create fear in children to make them more compliant when they are being trafficked for domestic slavery or sexual exploitation.

This is not an exhaustive list and there will be other examples where children have been harmed when adults think that their actions have brought bad fortune.

**Recording Suspicions of abuse and disclosures**

Staff should make an objective record on the setting reporting sheet (supported by the DSL or Deputy) of any observation or disclosure and include:

* Childs name
* Age of the child and date of birth
* Date and time of the observation or disclosure
* Exact words spoken by the child
* Exact position and type of injuries or marks seen (Using body map)
* Exact observation of an incident including witnesses
* Name of the person to whom the concern was reported, with the date and time, include names of any other person present at the time.
* Any discussion held with the parents/carers (Where appropriate)
* Any signs of marks/injuries to a child or information a child has given will be recorded and stored securely

• For children who arrive at nursery with an existing injury, a form will be completed along with the parent’s/ carers explanation as to how the injury happened. Staff will have professional curiosity around any explanations given, any concerns around existing injury’s will be reported.

• If appropriate, the incident will be discussed with the parent/carer, such discussions will be recorded and the parent will have access to these records on request in line with GDPR and data protection guidelines.

**Staff, volunteers and students**

It is Mucky Pups policy to provide a safe and secure environment for all children. Mucky Pups will only allow an adult who is employed by them to care for children and who has an enhanced DBS to be left alone with children. Mucky Pups will not allow volunteers or students to be alone with children they must always be supervised by a member of staff.

All staff will attend child protection training and receive initial basic child protection training during their induction period. This will include spotting signs and indicator of abuse and recording, reporting concerns to provide a safe and secure environment for the children within the setting. Staff are provided with a in house training system (Noodle now) to refresh and update their continuous professional development annually.

All the leadership team undergo Safer Recruiting training regularly to ensure they are up to date with the latest information and to ensure, as far as possible, that all staff are suitable to work with children.

**Ongoing suitability of employed staff is monitored through:**

* regular supervisions
* peer observations
* regular declaration of staff suitability
* safeguarding competencies
* regular review of DBS using the online update service

The DSL at Mucky Pups takes responsibility for all the safeguarding and co-ordinates child protection and welfare issues. The safeguarding lead liaises with the CSAP and the local authority children’s social care team. They will also undertake specific training including a nominated officer training at level 2. They will also ensure they are up to date with all updates and developments in this field. The deputy designated safeguarding person/s will take on responsibility for all safeguarding concerns in the absence of the DSL. Both these staff will formally update training at least every two years with knowledge and skills refreshed annually.

* We provide adequate and appropriate staffing resources to meet the needs of children
* Applicants for posts within the setting are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974. Candidates are informed of the need to carry out checks before posts can be confirmed. Where applications are rejected because of information that has been disclosed, applicants have the right to know and to challenge incorrect information
* This information is also stated within every member of staff’s contract
* We abide by the requirements of the EYFS and any Ofsted guidance in respect to obtaining references and suitability checks for staff and volunteers, to ensure that no disqualified person or unfit person works at the setting or has access to the children
* We ensure we receive at least two written references before a new member of staff commences employment with us
* All students will have an enhanced DBS check conducted on them before their placement starts
* Volunteers, including students do not work unsupervised
* We abide by the requirements Safeguarding Vulnerable Groups Act (2006) and the Childcare Act 2006 in respect of any person who is disqualified from providing childcare, is dismissed from our employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of child protection concern
* We have procedures for recording the details of visitors to Mucky Pups and take security steps to ensure that we have control over who comes into the setting, so that no unauthorised person has unauthorised person has unsupervised access to the children
* All visitors/contractors will be supervised whilst on the premises, especially when in the area’s children have access too
* All staff have a clear understanding of our whistleblowing policy which will enable them to share any concerns that may arise about their colleagues in an appropriate matter
* All staff will receive regular supervision meetings where opportunities will be made available to discuss any issues regarding individual children, child protection training and any needs for further support
* The deployment of staff within the setting allows for constant supervision and support. Where children need to spend time away from the rest of the group (e.g. nappy changing),the door will be left ajar or other safeguards will be put into action to ensure the safety of the child and adult.
* GDPR regulations regarding sensitive information are always followed unless there is a reason to believe this would jeopardise the safety and/or wellbeing or the person involved.

Employees, students or volunteers of the setting or any other persons working on the setting premises

If an allegation is made against a member of staff, student or volunteer or any other person who work on the settings premises, we will follow the procedure below:

The allegation should be reported to DSL Stephanie Simpson or in their absence Jean Wills (Deputy). If it is not appropriate to discuss concerns with either of these people concerns should be discussed with Alan Wills

**The LADO, Ofsted and the CSAP will then be informed immediately in order:**

* The LADO will be informed immediately for guidance and advice
* A full investigation will be carried out by the appropriate professionals (LADO, Ofsted and CSAP) to determine how it will be handled and the next steps
* Mucky Pups will follow all instructions form LADO, Ofsted and CSAP, staff will also be required to do the same if asked and co-operate when required.
* Support will be provided to all those involved in the allegation through external investigation in line with LADO support and advice.
* Mucky Pups reserves the right to suspend any member of staff during an investigation
* All enquiries/external investigations/ interviews will be documented and kept in a locked file for access by the relevant authorities
* Unfounded allegations will result in all rights being re-instated
* Founded allegations will be passed on to the relevant organisations including the local authority children’s’ social care team and where and offence is believed to have been committed, the police, this will result in the termination of employment. Ofsted will be notified immediately of this decision. Mucky Pups will also notify the Disclosure and Barring service (DBS) to ensure their records are updated
* All records will be kept until the person reaches normal retirement age or for 10 years if that is longer. This will ensure accurate information is available for references and future DBS checks and avoids any unnecessary re-investigation
* Mucky Pups retains the right to dismiss any member of staff in connection with founded allegations following an inquiry

**Looked after children**

* As part of our safeguarding practice, we will ensure our staff are aware of how to keep looked after children safe. In order to do this we ask that we are informed of:
* The legal status of the child (e.g. whether the child is being looked after under voluntary arrangements with consent of parents or on an interim or full care order)
* Contact arrangements for the biological parents (or those with parental responsibility)
* The child’s care arrangements and the levels of authority delegated to the carer by the authority looking after him/her
* The details of the child’s social worker and any other support agencies involved
* Any child protection plan or care plan in place for the child in question.

**Informing Parents/carers**

Parents/carers are normally the first point of contact. If a suspicion of abuse is recorded, parents/carers are informed at the same time as the report is made, except where the guidance of CSAP does not allow this. This will usually be the case where the parent or family member is the likely abuser, or where a child maybe endangered by this disclosure. In these cases, the investigating officers will inform parents.

**Confidentiality**

All suspicions, enquiries and external investigations are kept confidential and shared only with those who need to know. Any information is shared in line with guidance from CSAP.

**Support to families**

Mucky Pups takes every step in its power to build up trusting and supportive relation among families, staff, and students in the setting.

Mucky Pups continues to welcome the child and the family whilst enquiries are being made in relation to abuse in the home situation. Parents/carers and families will be treated with respect in a non-judge-mental manner whilst any external investigations are carried out in the best interests of the child.

Confidential records kept on a child are shared with the parents or those who have parental responsibility for the child, only if appropriate and in line with guidance of CSAP with the proviso that the care and safety of the child is paramount. We will do all in our power to support and work with the child’s family.

Date policy adopted: 1st September 2023 Date to be reviewed: 1st September 2024

Signed: J E Wills Position: Manager

Signed: S.Simpson Position: DSL