



Pollyanna Pre-school CIO

Child Protection Policy

Pollyanna Pre-School CIO is committed to safeguarding and promoting the welfare of every child in our care. This Child Protection Policy explains how we recognise and respond to concerns about children who may be suffering, or are at risk of suffering, significant harm. It forms part of our wider safeguarding arrangements and should be read alongside our procedures for safer recruitment, allegations management, online safety, low-level concerns, and early help.

This policy is informed by the Children Acts 1989 and 2004, the Education Act 2002, the EYFS Statutory Framework (2026), Working Together to Safeguard Children (2023), Keeping Children Safe in Education (2025/26), the Prevent Duty, UK GDPR, and the Buckinghamshire Safeguarding Children Partnership (BSCP) guidance.

Roles and Responsibilities

The Designated Safeguarding Lead (DSL) has overall responsibility for managing child protection concerns, liaising with external agencies, ensuring staff understand reporting procedures, and maintaining accurate and secure records on CPOMS. The Deputy DSL supports this role and acts in the DSL's absence.

All staff share responsibility for safeguarding. They are expected to remain alert to signs of abuse or neglect, respond appropriately to disclosures, and report concerns immediately. Staff must record concerns factually, avoid assumptions, and never promise confidentiality to a child.

Recognising Abuse

Staff are trained to recognise indicators of physical, emotional, and sexual abuse, as well as neglect. They remain mindful of other safeguarding risks such as domestic abuse, child-on-child harm, online exploitation, and radicalisation. Changes in behaviour, unexplained injuries, sexualised behaviour, persistent tiredness, or signs of emotional distress are treated seriously and explored sensitively.

Responding to Disclosures and Concerns

When a child shares a concern or discloses abuse, staff listen calmly, offer reassurance, and explain that the information must be passed on to keep them safe. They do not ask leading questions or attempt to investigate. The disclosure is recorded promptly and passed to the DSL without delay.

All concerns, whether arising from a disclosure, observation, or conversation, are reported to the DSL immediately. The DSL assesses the level of need using BSCP thresholds and decides whether Early Help, further monitoring, or a referral to social care is required. If a child is believed to be at immediate risk, the DSL will contact First Response or emergency services straight away. Staff may also contact emergency services themselves if necessary.

Early Help

Where concerns do not meet the threshold for statutory intervention, the DSL may initiate Early Help. This may involve support from health professionals, family workers, emotional wellbeing services, or multi-agency meetings. Early Help plans are recorded on CPOMS and reviewed regularly to ensure progress.



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Allegations Against Staff

Any concern or allegation involving a member of staff, volunteer, student, or contractor is reported immediately to the DSL or Manager. The DSL will contact the Local Authority Designated Officer (LADO) within 24 hours and follow BSCP procedures. Low-level concerns are also recorded and monitored in line with KCSIE guidance.

Information Sharing and Record Keeping

Information is shared only when necessary to safeguard a child and always in line with UK GDPR. Child protection records are stored securely on CPOMS, kept factual and timely, and include all actions and decisions. Records are retained in accordance with statutory guidance and transferred securely when a child moves to another setting.

Working with Parents

We aim to work openly and honestly with parents unless doing so would place a child at further risk. Staff discuss concerns sensitively and offer support where appropriate. However, information may be withheld if sharing it could compromise a child's safety or an investigation.

Training and Review

All staff receive annual safeguarding and child protection training, with regular updates throughout the year. DSLs undertake advanced training every two years. This policy is reviewed annually or sooner if legislation or local procedures change, or if an incident highlights the need for revision.

Review and Approval

This policy was reviewed and adopted on: ____1st September 2026____

Signed by Management Committee: _____

Print Name: _____ NIKITA WEHRLE _____

Version: 1.0 2026

This policy is reviewed **annually** or sooner in response to changes in legislation, guidance, or setting practices.