



Child Protection:

**Safeguarding and Promoting
the Welfare of Children**

Growing up Green day nursery aims to work with children, parents/carers and the wider community to ensure the safety and wellbeing of the children and to give them the very best start in life. At Growing up Green we create an environment in which children are safe and secure and any suspicion of abuse is promptly and appropriately responded to. The welfare of the child is paramount, and our priority is to protect them, this is reflected in our policies and procedures.

Contact numbers:

First point of contact for concerns around safeguarding:

Front Door for Families

Telephone number 01273 290400

(9am to 5pm Monday to Thursday, 9am to 4.30pm Friday)

Emergency out of hours 01273 335905 or 335906

Police 01273 665502 or 0845 6070999 or 101

Call to request support or report a concern about a child or fill out the online referral form.

Or email FrontDoorforFamilies@brighon-hove.gcsx.gov.uk

Referrals should be made via the Early Help Referral Form or the Early Help Assessment Form found at www.brighton-hove.gov.uk/content/children-and-education/front-door-families

When an allegation is made against a member of staff the Local Authority Designated Office (LADO) should be contacted.

LADO can also be contacted for assistance when trying to obtain references cannot be met.

Darell Clews 01273 29564

Updated: October 2023 by Sinead Mundoma

This policy is for all parents, staff and volunteers at Growing Up Green

ladoenquiries@brighton-hove.gov.uk

(Darell has left but Gail is standing in, we are awaiting more updates on who our new officer will be)

Gail Alsop (Interim Service Manager) Front Door for Families

Gail.Alsop@brighton-hove.gov.uk / 07795 335623

OFSTED

03001231231

Safety Net – <https://www.safety-net.org.uk/>

Safeguarding Lead and Child protection officer:

Our designated Lead is Sinead Mundoma overlooked by Adey Blackwell and Clare Crosby-Adams, (in her absence it will be the designated officer (DSO) Rhianna Regan). The Designated Officer will be always available during the hours the nursery is open. Both members of staff are fully trained and will update their training at least once every two years (mandatory local authority training *Safeguarding for Lead Practitioners* course). All new staff will be trained on safeguarding on induction and all senior staff will receive regular updates on safeguarding at least annually.

The role of the DSL

The role of the DSL is to:

- Monitor and update the Safeguarding children and child protection policy and procedures in line with new legislation and to ensure it is effective. This will be done by making sure that everyone understands the correct procedures during their individual annual review.
- Ensure updates and new legislation are reflected in our services as soon as they are known.
- Act as a source of support, advice and expertise for all staff, students, volunteers, children, and parents who have child protection concerns.
- Ensure detailed, accurate, secure written records of concerns and referrals.
- Review all written safeguarding reports.
- Assess information provided promptly, carefully and refer as appropriate to external agencies.
- Provide signposting to other organisations.
- Consult with statutory child protection agencies and regulatory bodies where required.
- Make formal referrals to statutory child protection agencies or the police, as required.

In addition, the DSL is required to:

- Keep up to date with good practice and national requirements for safeguarding and child protection.
- Provide information on safeguarding and child protection for the setting.
- Raise awareness of any safeguarding and child protection training needs and implement where necessary.
- Retain up-to-date knowledge of the role of the local safeguarding partnership arrangements and local child protection procedures.

The DSL does not investigate whether a child has been abused or investigate an allegation or disclosure. Investigations are for the appropriate authorities, usually the police and social services.

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This policy is for all parents, staff and volunteers at Growing Up Green

At growing up green we aim to:

- Support children in ensuring that they feel safe and nurtured within our environment.
- Create an environment in our nursery which encourages children to develop a positive self image, regardless of race, language, religion, culture, or home background.
- Help children to establish and sustain satisfying relationships within their families, with peers, and with other adults.
- Encourage staff to be aware of the additional barriers that exist when recognising the signs of abuse and neglect of children who have special educational needs and/or disabilities.
- Encourage children to develop a sense of autonomy and independence.
- Enable children to have the self confidence and the vocabulary to resist inappropriate approaches.
- Work with parents to build their understanding of and commitment to the welfare of all our children.

The legal framework:

- Working together to Safeguard Children 2013
- The Rehabilitation of Offenders Act
- Working Together to Safeguard Children 2018
- The Children Act 1989, 2004, and 2006
- Human Rights Act 1998
- Data Protection Act 1984
- The Protection of Children Act 1999
- Safeguarding vulnerable groups Act 2006
- Public Interest Disclosure Act 1998
- Counter Security and Terrorism Act 2015
- The Early Years Foundation Stage Statutory framework April 2017
- What to do if a child is being abused HMG 2015
- Information Sharing: Advice for practitioners DfE 2018
- Keeping Children Safe in Education 2019
- Pan Sussex procedures <https://sussexchildprotection.procedures.org.uk>

Liaison with other bodies

- We have procedures for contacting children's services on child protection issues, including maintaining a list of names, addresses, telephone numbers and e-mail addresses to ensure that it is easy, in any emergency, for the nursery and Children's Services to work well together.
- We will discuss any concerns about a child's welfare with the Front Door for Families (FDFF)
- The Local Authority Designated Officer (LADO) will be contacted with regards to any allegations of abuse by a member of staff and OFSTED will be informed.
- The nursery operates in accordance with guidelines laid down by the registering authority. Confidential records kept on children about whom the nursery is concerned will be shared with FDFF if the nursery feels that adequate explanations for changes in the child's condition have not been provided.
- Single point of advice East Sussex FFD / West Sussex (MASH)
- Social Care team 01273 290400

Updated: October 2023 by Sinead Mundoma

This policy is for all parents, staff and volunteers at Growing Up Green

Staffing and volunteering

- Our Safeguarding Lead and Child Protection Officer is Sinead Mundoma, overlooked by Adey Blackwell and Clare Crosby-Adams (in her absence Rhianna Regan the DSO) who will advise on child protection issues.
- We provide adequate and appropriate staffing resources to meet the needs of children.
- We require all potential workers to attend interviews, provide references, undergo a DBS, and ID check and complete a probation period.

The following procedure will be carried out with all new members of staff:

- 1.) Safer Interviewing – A minimum of two people are involved in the interview process.
- 2.) A trial will be booked with any potential member of staff, and they will be asked to bring in photographic ID. At this point references will be requested, and the trial will only take place if two referees are identified. ID will be checked to ensure that it is adequate to complete a DBS check.
- 3.) Trial members of staff will not be counted within the ratios for childcare.
- 4.) If a job offer is made staff will begin the Induction procedure as per the nursery Recruitment and vetting policy and procedure.
- 5.) A DBS check will be carried out during the Induction interview.

The new staff member **must** complete the staff section of the DBS check alongside a member of the management team before a contract is signed. This involves a statement being read with the manager regarding convictions, cautions or reprimands and to ensure that the member of staff is not disqualified from working with children.

- Applicants for posts within the nursery 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.
- We abide by Ofsted requirements in respect of references and DBS and police checks for staff and volunteers, to ensure that no disqualified person or unfit person works at the nursery or has access to the children. All references will be followed up. If we are unable to obtain references, we will contact **Local Authority Designated Office (LADO)** for further assistance. In cases of applicants where unexplained gaps exist in employment history, explanations will be sought.
- All positions will be subject to probationary period and will not be confirmed unless the manager is confident that the applicant can be safely entrusted with children.
- We carry out ongoing checks on the suitability of our staff.
- New staff members are closely monitored by senior members of staff in their room during their initial months of employment. They are never left alone with children and do not undertake intimate care routines.
- We hold regular supervision meetings with staff to include the discussion of safeguarding concerns and procedures.
- Volunteers do not work unsupervised.

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This policy is for all parents, staff and volunteers at Growing Up Green

- Inform DBS of any barred staff.
- Any member of staff that is carrying out casual work (e.g., Agency staff) must read this policy and its appendices in full before beginning work.
- We abide by the Protection of Children Act requirements in respect of any person who 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 the nursery.
- We take security steps to ensure that we have control over who comes into the nursery so that no unauthorised person has unsupervised access to the children.

Disciplinary Action

Where a member of staff or a volunteer is dismissed from the nursery or internally disciplined because of misconduct relating to a child, we immediately inform the LADO and OFSTED.

Training

All staff will be given basic safeguarding training during their induction and will receive ongoing updates annually. The designated officer will keep up to date with changes in the legislation and ensure safe working practices. Staff will be made aware of the setting's safeguarding policy and procedures.

We seek out training opportunities for all adults involved in the nursery to ensure that they can recognise the signs and symptoms of possible physical abuse, emotional abuse, sexual abuse, and neglect and so that they are aware of the local authority guidelines for making referrals.

Staff are made aware that the signs may sometimes not be that obvious, such as a change in behaviour or inappropriate comments that a child may make and as such are given in house training about these topics, We ensure that all staff understand and follow the procedures for reporting and recording their concerns in the nursery.

First Aid Training

All staff complete Paediatric First Aid Level 3 training and update training every three years.

Preventing abuse by means of good practice.

- Adults will not be left alone for long periods of time with individual children or small groups. Staff members that are working alone in a room for even short periods of time should ensure that they are visible to others as far as possible.
- Children will be encouraged to develop a sense of autonomy and independence in making choices and in finding names for their own feelings and acceptable ways to express them. This will enable children to have confidence and vocabulary to resist approaches.
- Staff are aware that safeguarding is everyone's responsibility.
- Staff recognise and made aware that children and young people can abuse their peers.
- Poor attendance can sometimes indicate a safeguarding issue. Please see the Poor Attendance Policy.
- There can be additional vulnerabilities that can increase the risk of abuse such as children with SEN, substance misuse, domestic abuse, mental or physical illness and so forth. Awareness of such factors can be useful in supporting and signposting families. If we become aware that a child is being privately fostered, we have a duty to inform FDFP.
- We will engage with any Child in Need plan or Early Help plan as agreed. We will attend multiagency meetings to support families including core groups and case conferences.

Updated: October 2023 by Sinead Mundoma

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Adult sexual exploitation

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

Premises and Security

All doors are securely locked, and people can only access the nursery by using the intercom and a member of staff letting them in. Only parent/carers are allowed to enter the nursery if dropping off or collecting their child. If another adult is going to be collecting a child the parents need to sign a 'collection' form, which states the person's name, description, and a password. We also accept a printed photograph of the person collecting along with name, and password. All new adults collecting children are asked to bring ID when they come to collect, and a member of staff will check ID before allowing them to enter. There are signs up on the front doors, so all adults know not to let in anyone when entering or leaving the building. All visitors are asked to sign in documenting name, purpose of visit and time of departure arrival. No visitor is allowed to enter the nursery until a member of staff checks ID. All staff are made aware of visitor's whereabouts, and they are not left unsupervised at any time.

Electronic Devices and sharing capabilities.

The use of phones is not permitted in or around the setting. Any watches with the capacity to take images/receive messages must not be worn in or around the nursery. Any electronic device that allows sharing capabilities are not to be used within the rooms or around the nursery.

Layout

The layout of the rooms allows for constant supervision. Where children need to spend time away from the rest of the group, the door is always open.

Whistle blowing

Whistle Blowing is when an employee chooses to raise concerns about misconduct or malpractice within an organisation.

Growing up Green is committed to delivering the highest standards of openness, honesty and accountability and takes malpractice very seriously. This policy is not intended to be a substitute for our grievance policy; it is designed to nurture a culture of openness within our setting which makes it safe and acceptable for employees and volunteers to raise a concern they may have about misconduct or malpractice.

The whistle blowing policy is intended to cover major concerns that fall outside the scope of other procedures including:

- Conduct which is an offence or breach of the law
- Disclosures related to miscarriages of justice.
- The unauthorised use of company funds
- Sexual or physical abuse of adults and children where referral under child protection procedures is not appropriate.
- Unethical conduct
- Damage to the setting

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An employee or volunteer who wishes to raise a concern should report the matter to Sinead Mundoma (Rhianna Regan in her absence), who will advise the employee or volunteer of the action that will be taken in response to the concerns expressed. Any concerns will be investigated and resolved as quickly as possible.

If the employee or volunteer feels that the matter cannot be discussed with the nursery manager, he or she should contact the nursery owners **Adrienne Blackwell** and/or **Clare Crosby Adams**.

In a situation where the employee or volunteer feels they are unable to discuss the matters with either party, they should report directly to the appropriate outside agency:

NSPCC Whistleblowing 0800 028 0285

Public Concern At Work 020 3117 2520

Complaints

- We ensure that all parents know how to complain about staff/management or volunteer action within the nursery, which may include an allegation of abuse.
- If a complaint is made that a member of staff, management or volunteer has abused a child it is our duty to contact LADO and OFSTED and inform them of any allegation against a member of staff and take any appropriate action needed.
- We follow all the disclosure and recording procedures when an allegation that a member of staff or volunteer has abused a child as if it were an allegation of abuse by any other person.
- If a volunteer or staff member is accused of any form of child abuse, We will gather appropriate information immediately by the manager/owner. The person against whom the allegation is made will be informed, and immediately suspended on full pay. Confidential records will be kept of the allegation and of all subsequent proceedings (record of concern folder). The LADO and OFSTED would be informed of all proceedings. All staff are made aware of this a part of their induction.
- If a manager is accused of any form of child abuse the above will apply with the exception that the owner would contact the LADO and OFSTED who would take charge of all subsequent proceedings. This is reflected in our Whistle blowing policy.
- Any staff who show concerns must complete a record of concern form which is kept in the safeguarding folder in the office.

Allegations against staff

An allegation may relate to a person who works with children who has:

- Behaved in a way that has harmed a child or may have harmed a child.
- Possibly committed a criminal offence against or related to a child.
- Behaved towards a child or children that indicates they may pose a risk of harm to children.

If an allegation is made against a member of staff, the following procedures will be observed:

- The allegation should be referred to the designated safeguarding officer Sinead Mundoma in her absence Rhianna Regan, who will take necessary steps to ensure the safety of the child and any other child who may be at risk.
- If the allegation relates to the DSO. In this case, please refer to the secondary DSO or see Whistleblowing policy. The allegation will be reported immediately to the Local Authority Designated Officer, Safeguarding Team, Childrens Services, Moulsecomb Hub North Building, Hodshrove Lane, Brighton, BN2 4SB
Tel: 01273295643 **Mobile:** 07795335623
- The allegation will also be reported to the Front Door for Families
- The allegation will be reported to Ofsted within 14 days.

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- If there is an immediate risk to the child, the police will be contacted.
- The staff within the nursery will not seek to investigate the matter for themselves.
- The nursery will follow advice from the LADO as to whether the member of staff should be suspended pending the final outcome of any investigation.
- Parents will be informed as soon as possible and kept updated on the progress of any investigation as per the advice of the LADO.
- If the member of staff concerned leaves their employment at the nursery before the investigation is concluded, we will notify the Disclosure and Barring Service immediately.

Responding to suspicions of abuse

- We acknowledge that abuse of children can take different forms - physical, emotional, sexual and neglect. This can also include fabrication of symptoms or deliberately inducing illness.
- When children are suffering from physical, sexual or emotional abuse, this may be demonstrated through changes in their behaviour, or in their play. Where such changes in behaviour occur, or where children's play gives cause for concern, the nursery responds.
- Staff will also look for a higher-than-expected occurrence of and/or unexplained bruising or marks
- We allow investigation to be carried out with sensitivity. Staff within the nursery take care not to influence the outcome either through the way they speak to children or ask questions of children.
- Where a child shows signs and symptoms of 'failure to thrive' or neglect, we make appropriate referrals.
- All staff are responsible for monitoring and reporting any concerns regarding safeguarding concerns to the designated officer and fill out the record of concern form which are kept in the safeguarding folder in the office.
- If we believe a child to be immediate danger, we will make an immediate referral to the FDFF.
- We will use the threshold document to help us in making decisions about how and when to refer concerns <http://www.brightonandhovehscb.org.uk/brighton-hove-threshold-framework>.

Disclosures

Where a child makes a disclosure to a member of staff, that member of staff:

- offers reassurance to the child.
- listens to the child; and
- Gives reassurance that she or he will take action.

The member of staff does not question the child.

Recording suspicions of abuse and disclosures

Staff make a record of any concerns, worries or situations that may arise with a child via a 'Record of Concern' form or a low level of concern form. Blank forms are stored in the bottom drawer of the lockable filing cabinet in the office and in a plastic wallet on the office wall for staff to access always should they need to.

- The child's name.
- The child's address.

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- The age of the child.
- The date and time of the observation or the disclosure.
- An objective record of the observation or disclosure.
- The exact words spoken by the child.
- The name of the person to whom the concern was reported, with date and time.
- The names of any other person present at the time.

These records are signed and dated and kept in a separate confidential file.

All members of staff know the procedures for recording and reporting.

Informing Parents

We recognise that parents/carers should always be involved in the monitoring of children's behaviour and development and should be the first point of contact if possible and appropriate for the situation. If a suspicion of abuse is recorded, parents must be informed at the same time as the report is made unless this would place a child in significant harm.

Support to families

- The nursery takes every step in its power to build up trusting and supportive relations among families, staff and volunteers in the group.
- The nursery continues to welcome the child and the family whilst investigations are being made in relation to abuse in the home situation.
- Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child only if appropriate under the guidance of the Brighton and Hove Safeguarding Partnership Board.
- The care and safety of the child is paramount; we do all in our power to support and work with the child's family.

Confidentiality

All suspicions and investigations are kept confidential and shared only with those who need to know. We keep a record of our decisions to share information, with or without consent, and your reasons for it. We will refer to the guidance Information Sharing: Advice for practitioners <https://www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice>, see useful flowchart page 12.

Granting children, young people and family's access to their records. Please see confidentiality policy.

Sharing low-level concerns

On occasion, inappropriate, problematic or concerning behaviour by staff or other adults is observed but does not meet the threshold for significant harm. This may be classed as a 'low-level' concern, although this does not mean that it is insignificant.

We define a low-level concern as:

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- Any concern, no matter how small, that an adult working with children may have acted in a way that is inconsistent with our Staff behaviour policy, including inappropriate behaviour outside of work.
- A concern that may be a sense of unease or a 'nagging doubt' and does not meet the harm threshold or is serious enough to refer to the LADO.

We encourage a culture of openness, trust and transparency, with clear values and expected behaviour, monitored and reinforced by all staff. All concerns or allegations, however small, will be shared and responded to. All concerns will be shared with the DSL, or other nominated person, as in our reporting procedures. We encourage concerns to be shared as soon as reasonably practicable and preferably within 24 hours of becoming aware of it. However, it is never too late to share a low-level concern.

It is not expected that staff will be able to determine whether the behaviour in question is a concern, complaint or allegation before sharing the information. If the DSL is in any doubt as to whether the information meets the harm threshold, they will consult the LADO.

Occasionally a member of staff may find themselves in a situation which could be misinterpreted or appear compromising to others. If this occurs, staff are encouraged to self-report to the DSL. Equally, a member of staff may have behaved in a manner which, on reflection, falls below the standards set in our Staff behaviour policy. If this occurs, staff are encouraged to self-report to the DSL. We encourage staff to be confident to self-refer and believe it reflects awareness of our standards of conduct and behaviour.

When the DSL receives the information, they will need to determine whether the behaviour:

- Meets, or may meet, the harm threshold (and so contact the LADO)
- Meets the harm threshold when combined with previous low-level concerns (and so contact the LADO)
- Constitutes a 'low-level' concern
- Is appropriate and consistent with the law and our Staff behaviour policy.

The DSL will make appropriate records of all information shared, including:

- With the reporting person
- The subject matter of the concern
- Any relevant witnesses (where possible)
- Any external discussions such as with the LSP or LADO
- Their decision about the nature of the concern
- Their rationale for that decision
- Any action taken.

This constitutes a record of low-level concern. We retain all records of low-level concerns in a separate low-level concerns file, with separate concerns regarding a single individual kept as a chronology. These records are kept confidential and held securely, accessed only by those who have appropriate authority. Records will be retained at least until the individual leaves their employment.

If the low-level concern raises issues of misconduct, then appropriate actions following our Disciplinary procedures will be taken. Records will be kept in personnel files as well as in the low-level concerns file.

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Monitoring children's attendance

As part of our requirements under the statutory framework we are required to monitor children's attendance patterns to ensure they are consistent and no cause for concern.

We ask parents to inform the nursery prior to their children taking holidays or days off, and all incidents of sickness absence should be reported to the nursery the same day, so the nursery management are able to account for a child's absence.

If a child has not arrived at nursery within one hour of their normal start time, the parents will be contacted to ensure the child is safe and healthy. This will

be done through our Family parent portal, email or by calling them.

Where a child is part of a child protection plan, or during a referral process, any absences will immediately be reported to the Local Authority children's social care team to ensure the child remains safe and well.

Female Genital Mutilation (FGM)

At Growing up Green we have a duty to protect all children and report any cases of maltreatment and abuse. The Female Genital Mutilation Act was amended by section 73 of the Serious Crime Act 2015 to include FGM Protection Orders. Staff at Growing up Green should make the report as soon after the case has been discovered, within one working day. Sinead Mundoma and Rhianna Regan have completed Female Genital Mutilation training: Recognising and Preventing FGM V1.3.

All staff will be able to recognise this by:

- Missed sessions.
- Unusual behaviour.
- Difficulty walking/ Sitting/ Standing.
- Spend a longer amount of time in the bathroom.
- Regular infections
-

Indicators of child abuse

- Failure to thrive and meet developmental milestones.
- Fearful or withdrawn tendencies
- Unexplained injuries to a child or conflicting reports from parents or staff
- Repeated injuries
- Unaddressed illnesses or injuries
- Significant changes to behaviour patterns.

Softer signs of abuse as defined by National Institute for Health and Care Excellence (NICE) include:

Emotional states: Fearful, withdrawn, low self-esteem.

Behaviour: Aggressive, habitual body rocking.

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Interpersonal behaviours:

- Indiscriminate contact or affection seeking
- Over-friendliness to strangers including healthcare professionals.
- Excessive clinginess, persistently resorting to gaining attention
- Demonstrating excessively 'good' behaviour to prevent parent disapproval.
- Failing to seek or accept appropriate comfort or affection from an appropriate person when significantly distressed.
- Coercive controlling behaviour towards parents
- Lack of ability to understand and recognise emotions.
- Very young children showing excessive comforting behaviours when witnessing parental or carer distress.

Child-on-child abuse

Child-on-child abuse is also known as peer-on-peer abuse; children are included as potential abusers in our policies. Child-on-child abuse may take the form of bullying, physically hurting another child, emotional abuse, or sexual abuse. Reporting procedures in these instances remain the same although additional support from relevant agencies may be required to support both the victim and the perpetrator. Children who develop harmful behaviours are also likely to be victims of abuse or neglect.

If **child-on-child abuse** is suspected, then any concerns must be reported in line with our safeguarding procedures.

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.

If **physical abuse** is suspected, then any concerns must be reported in line with our safeguarding procedures.

Fabricated or induced illness (FII)

This abuse is when a parent fabricates the symptoms of, or deliberately induces, illness in a child. The parent may seek out unnecessary medical treatment or investigation. They may exaggerate a real illness and symptoms, or deliberately induce an illness through poisoning with medication or other substances, or they may interfere with medical treatments. This may also be presented through false allegations of abuse or encouraging the child to appear disabled or ill to obtain unnecessary treatment or specialist support.

FII is a form of **physical abuse** and any concerns must be reported in line with our safeguarding procedures.

Breast ironing or breast flattening

Breast ironing, also known as breast flattening, is a process where young girls' breasts are ironed, massaged and/or pounded down using hard or heated objects for the breasts to disappear or to 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. These actions can cause serious health issues such as abscesses, cysts, itching, tissue damage, infection, discharge of milk, dissymmetry of the breasts, severe fever.

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Breast ironing/flattening is a form of **physical abuse** and any concerns must be reported in line with our safeguarding procedures.

Emotional abuse

Working together to safeguard children (2018) defines emotional abuse as ‘the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child’s emotional development.’ Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur separately. Examples of emotional abuse include:

- Conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person
- Not giving a child opportunity to express their views, deliberately silencing them or ‘making fun’ of what they say or how they communicate
- Age or developmentally inappropriate expectations being imposed, such as 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
- Serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children
- A child seeing or hearing the ill-treatment of another.

A child may also experience emotional abuse through witnessing domestic abuse or alcohol and drug misuse by adults caring for them. In England, The Domestic Abuse Act (2021) recognises in law that children are victims of emotional abuse if they see, hear or otherwise experience the effects of domestic abuse.

Signs and indicators may include delay in physical, mental and/or emotional development, sudden speech disorders, overreaction to mistakes, extreme fear of any new situation, neurotic behaviour (rocking, hair twisting, self-mutilation), extremes of passivity or aggression, appearing to lack confidence or self-assurance.

If **emotional abuse** is suspected, then any concerns must be reported in line with our safeguarding procedures.

Sexual abuse

Sexual abuse involves forcing, or enticing, a child to take part in sexual activities. Sexual abuse does not necessarily involve a high level of violence and includes 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.

Sexual abuse can take place online and technology can be used to facilitate offline abuse. Adult males are not the sole perpetrators of sexual abuse; women also commit acts of sexual abuse, as do other children. This policy applies to all children up to the age of 18 years.

Action must be taken if staff witness symptoms of sexual abuse including a child indicating sexual activity through words, play or drawing, having an excessive preoccupation with sexual matters or having an inappropriate knowledge of adult sexual behaviour, or language, for their developmental age. This may

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include acting out sexual activity on dolls or toys or in the role-play area with their peers, drawing pictures that are inappropriate for a child, talking about sexual activities or using sexual language or words.

Additional signs of emotional and physical symptoms are shown below.

Emotional signs	Physical signs
<ul style="list-style-type: none"> • Being overly affectionate or knowledgeable in a sexual way inappropriate to the child's age or stage of development • Personality changes, such as becoming insecure or clingy. • Regressing to younger behaviour patterns, such as thumb sucking or bringing out discarded cuddly toys. • Sudden loss of appetite or compulsive eating • Being isolated or withdrawn • Inability to concentrate. • Lack of trust or fear of someone they know well, such as not wanting to be alone with a carer. • Becoming worried about clothing being removed. 	<ul style="list-style-type: none"> • Bruises • Bleeding, discharge, pains, or soreness in their genital or anal area • Sexually transmitted infections

If **sexual abuse** is suspected, then any concerns must be reported in line with our safeguarding procedures.

Neglect

Working together to safeguard children (2018) defines neglect as ‘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 adults involved in the care of the child failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment)
- Protect them from physical harm or danger.
- Ensure adequate supervision (including the use of inadequate caregivers)
- Ensure access to appropriate medical care or treatment.
- Respond to their basic emotional needs.

An NSPCC briefing (July 2021) found neglect to be the most common form of abuse, with one in ten children in the UK having been neglected. Concerns around neglect have been identified for half of children who are the subject of a child protection plan or on a child protection register in the UK. Younger children are more likely than older children to be the subject of a child protection plan in England because of neglect, although research suggests that the neglect of older children is more likely to go overlooked.

Signs of neglect include a child persistently arriving at nursery unwashed or unkempt, wearing clothes that are too small (especially shoes that may restrict the child’s growth or hurt them), arriving at nursery in the same nappy they went home in, or a child having an illness or identified special educational need or

disability that is not being addressed. A child may be persistently hungry if a caregiver is withholding, or not providing enough, food. A child who is not receiving the attention they need at home may crave it from other adults, such as at nursery or school.

If **neglect** is suspected, then any concerns must be reported in line with our safeguarding procedures.

Domestic abuse

The definition of domestic abuse from the Domestic Abuse Act, 2021 is:

Behaviour of a person (A) towards another person (B) is 'domestic abuse' if:

- *A and B are each aged 16 or over and are personally connected to each other*
- *The behaviour is abusive.*

Behaviour is 'abusive' if it consists of any of the following:

- *Physical or sexual abuse*
- *Violent or threatening behaviour*
- *Controlling or coercive behaviour*
- *Economic abuse (any behaviour that has a substantial adverse effect on B's ability to acquire, use or maintain money or other property and/or obtain goods or services)*
- *Psychological, emotional or other abuse.*

It does not matter whether the behaviour consists of a single incident or a course of conduct.

Domestic abuse can happen to anyone regardless of gender, age, social background, religion, sexuality or ethnicity and domestic abuse can happen at any stage in a relationship.

Signs and symptoms of domestic abuse include:

- Changes in behaviour (for example, becoming very quiet, anxious, frightened, tearful, aggressive, distracted, depressed etc.)
- Visible bruising or single, or repeated, injury with unlikely explanations
- Change in the manner of dress (for example, clothes to hide injuries that do not suit the weather)
- Stalking, including excessive phone calls or messages.
- Partner or ex-partner exerting an unusual amount of control or demands over work schedule.
- Frequent lateness or absence from work.

All children can witness and be adversely affected by domestic abuse in the context of their home life. Exposure to domestic abuse and/or violence can have a serious, long lasting emotional and psychological impact on children.

Where incidents of domestic abuse are shared by our own staff, students, or volunteers we will always respect confidentiality and not share information without their permission. However, we will share this information, without permission, in cases of child protection or where we believe there is an immediate risk of serious harm to the person involved.

If **domestic abuse** is suspected, then any concerns must be reported in line with our

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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 and other agencies to work together to safeguard children and provide the support around contextual safeguarding concerns.

Child sexual exploitation (CSE) and Child criminal exploitation (CCE)

Both 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 (*Keeping children safe in education, 2022*).

Child sexual exploitation (CSE)

CSE is where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child into **sexual** activity. 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 using technology and may be without the child's immediate knowledge such as through others copying videos or images they have created and posted on social media.

Signs and symptoms 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 it is suspected 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 beyond that expected for their age or stage of development.
- 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

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- 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,

If involvement in county lines is suspected, then any concerns must be reported in line with our safeguarding procedures.

manipulate or deceive a child into any

criminal activity. The victim may have been criminally exploited even if the activity appears consensual. CCE does not always involve physical contact; it can also occur using technology.

Other examples 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. Signs and symptoms of CCE are similar to those for CSE.

If CSE or CCE is suspected, then any concerns must be reported in line with our safeguarding procedures.

County Lines

The National Crime Agency (NCA) defines county lines as 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 live in a different area to the dealers, so drug runners are needed to transport the drugs and collect payment.

Perpetrators often use coercion, intimidation, violence (including sexual violence) and weapons to ensure compliance of victims. A child is targeted and recruited into county lines through schools, further and higher educational institutions, pupil referral units, special educational needs schools, children's homes and care homes.

Signs and symptoms include:

- Changes in dress style
- Unexplained, unaffordable new things (for example, clothes, jewellery, cars etc.)
- Missing from home or school and/or significant decline in performance
- New friends with those who don't share any mutual friendships with the victim, gang association or isolation from peers or social networks.
- Increase in anti-social behaviour in the community including weapons.
- Receiving more texts or calls than usual.
- Unexplained injuries
- Significant changes in emotional well-being
- Being seen in different cars or taxis driven by unknown adults
- A child being unfamiliar with where they are.

Cuckooing

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Cuckooing is a form of county lines crime. In this instance, the drug dealers take over the home of a vulnerable person in order to criminally exploit them by using their home as a base for drug dealing, often in multi-occupancy or social housing properties.

Signs and symptoms include:

- An increase in people, particularly unknown people, entering or leaving a home or taking up residence.
- An increase in cars or bikes outside a home
- A neighbour who hasn't been seen for an extended period
- Windows covered or curtains closed for a long period.
- Change in resident's mood and/or demeanour (for example, secretive, withdrawn, aggressive or emotional)
- Substance misuse and/or drug paraphernalia
- Increased anti-social behaviour.

If **cuckooing** is suspected, then any concerns must be reported in line with our safeguarding procedures.

Child trafficking and modern slavery

Child trafficking and modern slavery is when children are recruited, moved, transported and then exploited, forced to work or are sold.

For a child to have been a victim of trafficking there must have been:

- *Action*: recruitment, transportation, transfer, harbouring, or receipt of a child for the purpose of exploitation
- *Purpose*: sexual exploitation, forced labour or domestic servitude, slavery, financial exploitation, illegal adoption, removal of organs.

Modern slavery includes slavery, servitude and forced or compulsory labour and child trafficking. Victims of modern slavery are also likely to be subjected to other types of abuse such as physical, sexual and emotional abuse.

Signs and symptoms for children include:

- Being under control and reluctant to interact with others.
- Having few personal belongings, wearing the same clothes every day, or wearing unsuitable clothes
- Being unable to move around freely.
- Appearing frightened, withdrawn, or showing signs of physical or emotional abuse.

If **child trafficking** or **modern slavery** are suspected, then any concerns must be reported in line with our safeguarding procedures.

Forced marriage.

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A forced marriage is defined as ‘a marriage in which one, or both spouses, do not consent to the marriage but are coerced into it. Duress can include physical, psychological, financial, sexual and emotional pressure.’

Where incidents of forced marriage are shared by our own staff, students or volunteers, we will respect confidentiality at all times and not share information without their permission. However, we will share this information without permission in cases of child protection, or where we believe there is an immediate risk of serious harm to the person involved.

If it is suspected that a **forced marriage** is being planned, then any concerns must be reported in line with our safeguarding procedures.

Honour based abuse (HBA)

HBA is described as ‘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.’ (*Keeping children safe in education*, 2022). Such abuse can occur when perpetrators perceive that a relative has shamed the family and/or community by breaking their ‘honour’ code. It is a violation of human rights and may be domestic, emotional and/or sexual abuse such as being held against their will, threats of violence or actual assault. It often involves wider family networks or community pressure and so can include multiple perpetrators.

Signs and symptoms of HBA include:

- Changes in how the child dresses or acts, such as not ‘western’ clothing or make-up
- Visible injuries, or repeated injury, with unlikely explanations
- Signs of depression, anxiety or self-harm
- Frequent absences
- Restrictions on friends or attending events.

Where incidents of HBA are shared by our own staff, students or volunteers, we will respect confidentiality at all times and not share information without their permission. However, we will share this information without permission in cases of child protection, or where we believe there is an immediate risk of serious harm to the person involved.

If **honour based abuse** is suspected, then any concerns must be reported in line with our safeguarding 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.

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- Children's actions are believed to have brought bad fortune to the family or community.

If **CALFB** is suspected, then any concerns must be reported in line with our safeguarding procedures.

Extremism and radicalisation

Under the Counter-Terrorism and Security Act 2015, there is a duty to safeguard vulnerable and at risk children by preventing them from being drawn into terrorism. This is known as the Prevent Duty.

Children can be exposed to different views and receive information from various sources and some of these views may be considered radical or extreme. Radicalisation is the way a person comes to support or be involved in extremism and terrorism; usually it's a gradual process so those who are affected may not realise what's happening. Radicalisation is a form of harm. The process may involve:

- Being groomed online or in person
- Exploitation, including sexual exploitation.
- Psychological manipulation
- Exposure to violent material and other inappropriate information
- The risk of physical harm or death through extremist acts.

For further information visit [The Prevent Duty website](#).

If **radicalisation or extremism** is suspected, then any concerns must be reported in line with our safeguarding procedures. This includes reporting concerns to the police.

Online safety

While the growth of internet and mobile device use brings many advantages, the use of technology has become a significant component of many safeguarding issues such as child sexual exploitation and radicalisation.

There are four main areas of risk associated with online safety:

- Content - being exposed to illegal, inappropriate, or harmful material such as pornography, fake news, racist or radical and extremist views.
- Contact - being subjected to harmful online interaction with other users such as commercial advertising or adults posing as children or young adults.
- Conduct - personal online behaviour that increases the likelihood of, or causes, harm, such as making, sending and receiving explicit images and online bullying.
- Commerce - risks such as online gambling, inappropriate advertising, phishing and or financial scams.

Report **online safety concerns** to the DSL and to the Child Exploitation and Online Protection Centre (CEOP): <https://www.ceop.police.uk/Safety-Centre/>
Inappropriate content received via email must be reported to the DSL and to the Internet Watch Foundation (IWF): <https://www.iwf.org.uk/>

Up skirting/down blousing

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Up skirting and down blousing are criminal offences. They involve taking pictures of someone's genitals, buttocks, or other intimate images under their clothing without them knowing, either for sexual gratification or to humiliate, or distress, the individual.

If up skirting or down blousing is suspected, then any concerns must be reported in line with our safeguarding procedures.

Here is the link for the Channel referral form www.safeinthecity.info/sitc-document/national-prevent-referral-form this can be sent to PreventReferralbrightonandhove@sussex.pnn.police.uk

If staff have concerns for the welfare of a child Front Door for Families (FDFF) will be contacted 01273 290400

The prevent coordinator (Currently Nahida Shaikh) or Prevent Education Officer will be contacted if we would like to discuss any concerns about a child or family 01273290584/ 07717303292

Will Robey, Prevent Education Officer, tel: (01273) 293926

Email: will.robey@brighton-hove.gov.uk

Prevent/ Channel Team: Channel.Prevent@brighton-hove.gov.uk