



CENTRAL@RLK

POLICIES AND PROCEDURES

1.2 - SAFEGUARDING CHILDREN/CHILD PROTECTION

(Including managing allegations of abuse against a member of staff)

Policy statement

Central@RLK works with children, parents and the community to ensure the rights and safety of children; to give children the very best start in life.

The setting's Safeguarding Policy is based on three key commitments and the principle that...

"The welfare of the child is paramount" - Children's Act 1989

Children learn best when they are healthy, safe and secure, when their individual needs are met, and when they have positive relationships with the adults caring for them.

We aim to provide a high quality setting which is welcoming, safe and stimulating, and where children are able to enjoy learning and grow in confidence. We will take all necessary steps to keep children safe and well and ensure the suitability of adults who have contact with them. We will promote good health; manage behaviour; and maintain records, policies and procedures.

Procedures

Key commitment 1

Central@RLK is committed to building a 'culture of safety' in which children are protected from abuse and harm in all areas of our service delivery.

Our child protection policy applies to all staff, managers, committee members and volunteers working in the setting.

Other policies which should be read in conjunction with the child protection policy include;

- 1.4 Uncollected child
- 1.5 Missing Child
- 3.2 First aid
- 6.1 Administering medicines
- 6.4 Nappy changing
- 7.1 Promoting positive behaviour
- 8.1 Health and safety general standards
- 8.2 Maintaining children's safety and security
- 8.3 Supervision of children on outings and visits
- 8.4 Risk assessment
- 8.9 Fire safety and emergency evacuation
- 9.1 Valuing diversity and promoting equality
- 10.12 Making a complaint

Staff and volunteers

The Designated Safeguarding Lead (DSL) will take lead responsibility for safeguarding children ensuring that all policies and procedures are implemented and shared with all staff. They will liaise with local statutory children's services agencies, and with the Local Safeguarding



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Children's Board. They will provide support, advice and guidance to other staff on an on-going basis, and on any specific safeguarding issue as required.

The DSL will attend level 3 training and the Deputy Designated Safeguarding Lead (DDSL) will attend level 2 training in child protection, this will be refreshed every 2 years.

All other staff will attend level 1 child protection training every 3 years.

Training courses will be accessed by visiting the following websites www.swindonlscb.org.uk and <http://schoolsonline.swindon.gov.uk/Pages/Home.aspx>

Training will enable staff to identify signs of possible abuse and neglect at the earliest opportunity, and to respond in a timely and appropriate way. (See appendix 1 & 2)

- Central@RLK's Designated Safeguarding Lead (DSL) is:
Tessa Lacey (Manager)

- Central@RLK's Deputy Designated Safeguarding Lead (DDSL) is:
Kirsten Midwinter (Deputy Manager)

- Central@RLK ensures all staff members are trained to understand our safeguarding policies and procedures and parents are made aware of them too.
- All staff have an up-to-date knowledge of safeguarding issues.
- Central@RLK provide adequate and appropriate staffing resources to meet the needs of children.
- Interview panels will have at least one person who has completed Safer Recruitment Training. There will be a Safeguarding statement in all job advertisements and job descriptions.
- Any gaps in employment history or unaccounted for periods of time will be fully investigated. References will be requested prior to interview.
- Applicants for posts within the setting are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974.
- Enhanced criminal records and barred lists checks and other suitability checks are carried out for staff and volunteers prior to their post being confirmed, to ensure that not disqualified or unsuitable person works at the setting or has access to the children.
- Where applications are rejected because of information that has been disclosed, applicants have the right to know and to challenge incorrect information.
- Enhanced criminal records and barred lists checks are carried out on anyone living or working on the pre-school end of the premises.
- Volunteers do not work unsupervised.
- All staff will receive induction training to help them understand their roles and responsibilities. Induction training will include, as a minimum, information about emergency evacuation procedures, safeguarding, child protection, the provider's equality policy, and health and safety issues.
- All staff will receive regular supervision and appraisals. Supervision will provide support, coaching and training and the opportunity for discussion of sensitive issues.
- At least one person who has a current paediatric first aid certificate will be on the premises at all times when children are present, and will accompany children on outings.



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- All staff are required to have a sufficient understanding and use of English to ensure the well-being of children in their care.
- Central@RLK records information about staff qualifications, and the identity checks and vetting processes that have been completed on a single central record including:
 - the criminal records disclosure reference number;
 - the date the disclosure was obtained; and
 - details of who obtained it.
- Central@RLK informs all staff members and volunteers that they are expected to disclose any convictions, cautions, court orders or reprimands and warnings which may affect their suitability to work with children (whether received before or during their employment with us).
- Central@RLK notifies the Disclosure and Barring Service of any person who is dismissed from our employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of a child protection concern.
- Central@RLK has procedures for recording the details of visitors to the setting.
- Central@RLK takes security steps to ensure that we have control over who comes into the setting so that no unauthorised person has unsupervised access to the children.
- Central@RLK takes steps to ensure children are not photographed or filmed on video for any other purpose than to record their development or their participation in events organised by us. Parents sign a consent form and have access to records holding visual images of their child.

Key commitment 2

Central@RLK is committed to responding promptly and appropriately to all incidents or concerns of abuse that may occur and to work with statutory agencies in accordance with the procedures that are set down in 'What to do if you're worried a child is being abused' (HMG 2006).

Responding to suspicions of abuse

- Central@RLK acknowledges that abuse of children can take different forms - physical, emotional, and sexual, as well as neglect.
- When children are suffering from physical, sexual or emotional abuse, or experiencing neglect, this may be demonstrated through:
 - significant changes in their behaviour;
 - deterioration in their general well-being;
 - their comments which may give cause for concern, or the things they say (direct or indirect disclosure);
 - changes in their appearance, their behaviour, or their play;
 - unexplained bruising, marks or signs of possible abuse or neglect.

(More information on the definition, signs and symptoms of abuse can be found in Appendix 1 and 2).

- Central@RLK takes into account factors affecting parental capacity, such as social exclusion, domestic violence, parent's drug or alcohol abuse, mental or physical illness or parent's learning disability.



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- Central@RLK is aware of other factors that affect children's vulnerability such as abuse of disabled children, fabricated or induced illness, child abuse linked to beliefs in spirit possession, sexual exploitation of children, such as through internet abuse and Female Genital Mutilation, that may have affected children and young people using our provision.
- The setting also makes itself aware that some children and young people are affected by gang activity, by complex, multiple or organised abuse, through forced marriage or honour based violence or may be victims of child trafficking. While this may be less likely to affect young children in our care, we may become aware of any of these factors affecting older children and young people, who we may come into contact with.
- Where Central@RLK believes a child in the settings care or known to the setting may be affected by any of these factors, Central@RLK will follow the procedure for reporting child protection concerns.
- Where such evidence is apparent, a member of staff makes a dated record of the details of the concern and discusses what to do with the member of staff who is acting as the DSL. The information is stored on the child's personal file. The form entitled 'Confidential' will be used for this.
- Central@RLK refers concerns to the local authority children's social care department and co-operate fully in any subsequent investigation.
NB In some cases this may mean the police or another agency identified by the Local Safeguarding Children's Board.
- Central@RLK takes care not to influence the outcome either through the way children are spoken to or by asking questions of children.
- Central@RLK takes account of the need to protect young people aged 16-19 as defined by the Children Act 1989. This may include students or school children on work placement, young employees or young parents. Where abuse is suspected we follow the procedure for reporting any other child protection concerns. The views of the young person will always be taken into account, but the setting may override the young person's refusal to consent to share information if it feels that it is necessary to prevent a crime from being committed or intervene where one may have been or to prevent harm to a child or adult. Sharing confidential information without consent is done only where not sharing it could be worse than the outcome of having shared it.

Recording suspicions of abuse and disclosures

- Where a child makes comments to a member of staff which give cause for concern (disclosure), or where a staff member observes signs or signals which give cause for concern, such as significant changes in behaviour; deterioration in general well-being; unexplained bruising, marks or signs of possible abuse or neglect, that member of staff:
 - listens to the child, avoiding interrupting except to clarify;
 - allows the child to make the disclosure at their own pace and in their own way;
 - offers reassurance and gives assurance that she or he will take action, but does not make any promises about keeping the disclosure a 'secret';
 - does not question or interrogate the child, they may ask for clarification but will not ask leading questions.



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- understands that interviewing of children must be undertaken by a trained Social Worker or Police Officers.
- makes an accurate written record (on the form entitled 'Confidential') as soon as possible, that forms an objective record of the observation or disclosure that includes:
 - the date, time and location of the observation or the disclosure;
 - the exact words spoken by the child as far as possible, with no embellishments or personal interpretation; putting the event into context.
 - what was seen;
 - the name of the person to whom the concern was reported, with date and time; and
 - the names of any other person present at the time.
- These records are signed and dated and kept in the child's personal file which is kept securely and confidentially.
- All hand-written records will be retained, even if they are subsequently typed up in a more formal report.
- Written records of concerns about children will be kept, even where there is no need to make a referral immediately.
- Where concerns do not meet the threshold for a referral to Social Care, consideration will be given to the appropriateness of completing an Early Help Record and Plan (EHRP).
- All records relating to child protection concerns will be kept in a secure place and will remain confidential. They do not form part of the pupil's educational records and must be kept separate from other records.
- A chronology will be kept at the front of each individual child protection file. It will be reviewed and updated whenever a new concern is raised or additional relevant information becomes available, noting any action taken.
- The quality of child protection records will be monitored by the Manager of the setting.
- Where a child transfers to school or moves to a new setting, copies of child protection documentation must be passed within 14 days, and confidentially to the receiving school/setting. CP records must be transferred separately from general records so that they reach the destination of the DSL and not a class teacher or admin staff, with the original records retained by the setting. The DSL will contact the new school/setting and arrange a meeting to pass on child protection records. If this is not possible the DSL will have a phone conversation with the DSL at the new setting to alert them to the safeguarding concerns.
- Records will be retained in line with the Local Authorities guidance on the Transfer and Retention of Child Protection Records (LSCB website).
- The DSL is informed of the issue at the earliest opportunity (usually the same working day).
- Following a disclosure of abuse the child will be supported in the setting.
- All children will be allocated a key person with whom they can develop a close relationship and who can tailor opportunities to the individual needs of each child.
- We will work closely with other agencies in implementing the actions of a child protection plan designed to support and protect the child.
- We will maintain records and obtain and share information with parents and carers, health and other professionals working with the child, the police, social services and Ofsted as appropriate to ensure the safe and efficient management of the setting, and to help ensure



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the needs of all children are met. We will enable a regular two-way flow of information with parents and/or carers, and between providers, if a child is attending more than one setting.

- Confidential information and records about staff and children are held securely and only accessible and available to those who have a right or professional need to see them. We are aware of our responsibilities under the Data Protection Act (DPA) 1998 and the Freedom of Information Act 2000.
- All staff will read the setting's "Confidentiality Policy" this will cover the need to protect the privacy of the children in our care as well as the legal requirements that exist to ensure that information relating to the child is handled in a way that ensures confidentiality. Information will be shared on a strictly "need to know" basis.
- Records relating to individual children will be retained for a reasonable period of time after they have left the provision (3 years).
- For children who have records relating to Child Protection concerns, this paperwork will be kept until the child turns 21 years of age.
- We will attend all child protection conferences, core groups and strategy meetings to support the child and family as necessary.

Making a referral to the local authority social care team

- The Pre-school Learning Alliance's publication *Safeguarding Children* contains procedures for making a referral to the local children's social care team, as well as a template form for recording concerns and making a referral. Central@RLK holds a copy of this document alongside current government guidelines (*What to do if you are worried a child is being abused*, HMG: 2006 and *Working Together to Safeguard Children: 2013*) and our Local Safeguarding Children's Board (Swindon) procedures for recording and reporting concerns; which we adhere to.

Central@RLK's Procedure for Referral is:

- Any member of staff or visitor to the setting who receives a disclosure of abuse or suspects that abuse may have occurred **must** report it immediately to the DSL or if unavailable to the DDSL. In the absence of either of the above, the matter should be brought to the attention of the most senior member of staff.
- The DSL/DDSL will inform Children's Services by telephone.
- **Family Contact Point - 01793 466903.**
- **Emergency Duty Service - 01793 436699 (out of hours).**
- A telephone referral will be confirmed in writing using the form RF1 (electronic copy available on <http://www.swindonlscb.org.uk/lscb-index/lscb-professionals-home/lscb-workers-forms.htm>), within 24 hours.
- The referral will be shared with the parent/carer, and where appropriate with the child/young person, unless to do so may place the child at increased risk of significant harm, in which case advice should be sought from Family Contact Point.
- If a child discloses physical or sexual abuse, where the alleged abuser is either a family member or someone resident within the household, the Family Contact Point will be consulted before informing parents.
- If the child is already subject to a Child Protection Plan the allocated Social Worker will be contacted, they will advise when, and by whom, the parents will be informed.



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Informing parents

Central@RLK is committed to helping parents/carers understand its responsibility for the welfare of all children..

- Parents are normally the first point of contact. Central@RLK discusses concerns with parents to gain their view of events, unless the setting feels this may put the child in greater danger.
- Central@RLK informs parents when the setting make a record of concerns in their child's file and that we also make a note of any discussion we have with them regarding a concern.
- If a suspicion of abuse warrants referral to social care, parents are informed at the same time that the referral will be made, except where the guidance of the Local Safeguarding Children Board does not allow this, for example, where it is believed that the child may be placed in greater danger.
- This will usually be the case where the parent is the likely abuser. In these cases the social workers will inform parents.
- Parents/carers can access all policies (including our Safeguarding Policy) via the website (www.centralpreschool-ccc.co.uk) or by requesting to see our hard copy which are located in the pre-school room on the 'Important Documents wall.
- Parents will be made aware of the policy during their home visit or induction meeting and will sign a statement to say they understand the setting's child protection responsibilities.
- Child protection or welfare concerns will usually be discussed with parents/carers. Where a referral to Social Care is needed, the agreement of parents/carers will be sought before making the referral, unless to do so may place the child at increased risk of significant harm. If a child is subject to a child protection plan, then the allocated social worker will be informed as soon as possible. A lack of agreement from the parent/carer will not stop a referral going ahead.

Liaison with other agencies

- Central@RLK works within the Local Safeguarding Children Board guidelines.
- Central@RLK makes our copy of 'What to do if you're worried a child is being abused' (HMG 2006) available for parents and staff and all staff are familiar with what to do if they have concerns.
- Central@RLK has procedures for contacting the local authority on child protection issues, including maintaining a list of names, addresses and telephone numbers of social workers, to ensure that it is easy, in any emergency, for the setting and social services to work well together.
- Central@RLK notifies Ofsted of any incident or accident and any changes in our arrangements which may affect the well-being of children or where an allegation of abuse is made against a member of staff (whether the allegations relate to harm or abuse committed on our premises or elsewhere). Notifications to Ofsted are made as soon as is reasonably practicable, but at the latest within 14 days of the allegations being made.



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- Contact details for the local National Society for the Prevention of Cruelty to Children (NSPCC) are also kept (0808 800 5000).

Allegations against staff

- Central@RLK ensures that all parents know how to complain about the behaviour or actions of staff or volunteers within the provision, or anyone living or working on the premises occupied by the setting, which may include an allegation of abuse.

We follow the SWCPP for managing allegations against staff.

- As soon as an allegation is made one of the two Local Authority Designated Officers (LADO) will be contacted on 01793 463854
- The LADO contacted will advise on the appropriate action to be taken.
- Staff/volunteers will report an allegation about a member of staff immediately to the Manager, unless the Manager is the subject of the allegation. The Manager will then proceed as above.
- Where the allegation is against the Manager, the member of staff/volunteer will contact one of the LADO's, above.
- An allegation must not be discussed with the alleged perpetrator or other members of staff/committee, unless advised to do so by a LADO.
- In exceptional circumstances it may be necessary to protect the child, by contacting the police, before contacting the LADO.
- The setting will make a referral to the Disclosure and Barring Service if at the end of the allegation process a member of staff or volunteer is removed from their position, or if they leave while under investigation for allegedly causing harm or posing a risk of harm to children.
- All Staff will be directed to read the "Guidance for Safer Working Practice for Adults who Work with Children and Young People." <http://www.swindonlscb.org.uk/lscb-index/lscb-professionals-home/lscb-professionals-protocols.htm>
- All staff will read and sign to say they have read the setting's "Whistleblowing Policy"
- Central@RLK respond to any inappropriate behaviour displayed by members of staff, volunteer or any other person working or living on the premises, which includes:
 - inappropriate sexual comments;
 - excessive one-to-one attention beyond the requirements of their usual role and responsibilities, or
 - inappropriate sharing of images.
- Central@RLK follows the guidance of the Local Safeguarding Children Board when responding to any complaint that a member of staff, or volunteer within the setting, or anyone living or working on the premises occupied by the setting, has abused a child.
- Central@RLK responds to any disclosure by children or staff that abuse by a member of staff or volunteer within the setting, or anyone living or working on the premises occupied by the setting, may have taken, or is taking place, by first recording the details of any such alleged incident.
- The setting also reports any such alleged incident to Ofsted, as well as what measures we have taken. Central@RLK is aware that it is an offence not to do this.



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- Central@RLK co-operates entirely with any investigation carried out by children's social care in conjunction with the police.
- Where the management team and children's social care agree it is appropriate in the circumstances, the member of staff or volunteer will be suspended for the duration of the investigation. This is not an indication of admission that the alleged incident has taken place, but is to protect the staff/volunteer, as well as children and families throughout the process.

Disciplinary action

- Where a member of staff or volunteer has been dismissed due to engaging in activities that caused concern for the safeguarding of children or vulnerable adults, Central@RLK will notify the Disclosure and Barring Service of relevant information so that individuals who pose a threat to children and vulnerable groups, can be identified and barred from working with these groups.

Use of Mobile Phones and Digital Photography

We have a written policy for the acceptable use of mobile phones and cameras in our setting.

- The only mobile phone to be used is the work mobile and this must only be used with the permission of the manager. The work mobile will be open to scrutiny at all times
- The work mobile will have no photograph or video facilities so it may be used in any area of the setting.
- Staff mobiles will be kept in their locker and will not be carried on a person when in the pre-school building.
- If members of staff take their own mobile phones on outings, for use in the case of an emergency, they must not make or receive personal calls whilst registered children are present i.e. during working hours.
- Members of staff will not use their personal mobile phones for taking photographs of children on outings.
- Staff mobiles may be used in the staff room or main kitchen at designated times e.g. during staff breaks or before and after sessions, when children are not present.
- Visitors, parents, contractors etc. are made aware that phones are not to be used in the pre-school room and that no photographs, videos or audio recordings are permitted in the setting.
- Staff will take photographs of children using the setting camera; no personal cameras will be used. The work camera will be open to scrutiny at all times.
- Photographs will not be taken in sensitive areas such as toilets or nappy changing areas.
- Written permission will be obtained from parents/carers for appropriate use of photographs/digital images to record children's progress.



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Key commitment 3

Central@RLK is committed to promoting awareness of child abuse issues throughout its training and learning programmes for adults. Central@RLK is also committed to empowering young children, through its early childhood curriculum, promoting their right to be strong, resilient and listened to.

Training

- Central@RLK seeks out training opportunities for all adults involved in the setting to ensure that they are able to recognise the signs and signals of possible physical abuse, emotional abuse, sexual abuse and neglect and that they are aware of the local authority guidelines for making referrals.
- Central@RLK ensures that the DSL and DDSL receive training in accordance with the recommendations of the Local Safeguarding Children Board.
- Central@RLK ensures that all staff members know the procedures for reporting and recording their concerns about the provision.

Planning

- The layout of the room allows for constant supervision. However, due to the location of the toilets, a staff member may occasionally be required to assist a child in the toilets on a one-to-one basis without being visible to others within the playroom. Where this is the case, the toilet door will be left open at all times (unless to do so would put other children at risk), so staff conversation can be heard by those in the play room.
- When free flow is in place, staff ratios will be adhered to in order to allow maximum supervision.

Curriculum

- Central@RLK introduces key elements of keeping children safe into our programme to promote the personal, social and emotional development of all children, so that they may grow to be *strong, resilient and listened to* and that they develop an understanding of why and how to keep safe.
- Central@RLK creates, within the setting, a culture of value and respect for the individual, having positive regard for children's heritage arising from their colour, ethnicity, languages spoken at home, cultural and social background.
- Central@RLK ensures that this is carried out in a way that is developmentally appropriate for the children.

Confidentiality

- All suspicions and investigations are kept confidential and shared only with those who need to know. Any information is shared under the guidance of the Local Safeguarding Children Board.

Support to families



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- Central@RLK believes in building trusting and supportive relationships with families, staff and volunteers.
- Central@RLK makes clear to parents the settings role and responsibilities in relation to child protection, such as for the reporting of concerns, information sharing, monitoring of the child, and liaising at all times with the local children's social care team.
- Central@RLK will continue to welcome the child and the family whilst investigations are being made in relation to any alleged abuse.
- Central@RLK follows the Child Protection Plan as set by the child's social care worker in relation to the setting's designated role and tasks in supporting that child and their family, subsequent to any investigation.
- Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child in accordance with the Confidentiality and Client Access to Records procedure and only if appropriate under the guidance of the Local Safeguarding Children Board.

Legal framework:

Primary legislation

- Children Act (1989 s47)
- Protection of Children Act (1999)
- Data Protection Act (1998)
- The Children Act (Every Child Matters) (2004 & 2006)
- Safeguarding Vulnerable Groups Act (2006)

Secondary legislation

- Sexual Offences Act (2003)
- Criminal Justice and Court Services Act (2000)
- Equalities Act (2010)
- Data Protection Act (1998) Non Statutory Guidance

Further Guidance:

- Working Together to Safeguard Children (2013)
- What to do if you are Worried a Child is Being Abused (HMG 2006)
- Framework for the Assessment of Children in Need and their Families (DoH 2000)
- The Common Assessment Framework for Children and Young People: A Guide for Practitioners (CWDC 2010)
- The Statutory Framework for the Early Years Foundation Stage - Safeguarding and Welfare Requirements 2014
- Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004 (HMG 2007)
- Information Sharing: Guidance for Practitioners and Managers (HMG 2008)
- Disclosure and Barring Service: www.gov.uk/disclosure-barring-service-check
- South West Child Protection Procedures (SWCPP), <http://www.online-procedures.co.uk/swcpp/>
- Local Safeguarding Children Board guidance, www.swindonlscb.org.uk



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Other useful Pre-school Learning Alliance publications:

- Safeguarding Children (2010)

This policy was adopted at a meeting of	Central@RLK
Held on	27 th July 2015
Date to be reviewed	July 2016
Signed on behalf of the management committee	
Name of signatory	Rebecca Davies
Role of signatory (e.g. chair/owner)	Chairperson



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Appendix 1:

Signs and symptoms of possible abuse may include:

Physical Abuse

- Unexplained injuries or burns, particularly if they are recurrent.
- Improbable excuses given to explain injuries.
- Refusal to discuss injuries.
- Untreated injuries.
- Admission of punishment which appears excessive.
- Fear of parents being contacted.
- Bald patches in the head.
- Withdrawal from physical contact.
- Arms and legs kept covered in hot weather.
- Fear of returning home.
- Fear of medical help.
- Self-destructive tendencies.
- Aggression towards others.

Failure to Thrive

- Child's weight falling below expected centile.
- Height often falling below centile.
- Skin dry and pale.
- Hair thin and straw like.
- Lack of energy, listless.
- May drink a lot of juice.
- Refuses food. Vomiting and diarrhoea.
- Failure to meet milestone of development.
- Lack of concentration.
- Behavioural problems.

Neglect

- Constant hunger.
- Poor personal hygiene.
- Constant tiredness.
- Poor state of clothing.
- Emaciation.
- Frequent lateness or non-attendance
- Untreated medical problems.
- Destructive tendencies.
- Low self-esteem.
- Neurotic behaviour (e.g. rocking, hair twisting, thumb sucking).
- No social relationships.
- Compulsive stealing or scavenging.



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▪ **Emotional Abuse**

- Physical, mental and developmental lags.
- Admission of punishment which appears excessive.
- Over-reaction to mistakes.
- Sudden speech disorders.
- Fear of new situations.
- Inappropriate emotional responses to painful situations.
- Neurotic behaviour (e.g. rocking, hair twisting, thumb sucking).
- Self-mutilation.
- Fear of parents being contacted.
- Compulsive stealing

▪ **Sexual Abuse**

- Fearful about certain people like relatives or friends.
- Not allowed to have friends round.
- Soreness/bleeding in the genital or anal areas or in the throat.
- Finding excuses not to go home or to a particular place.
- Having recurring nightmares / afraid of the dark.
- Unable to concentrate, seem to be in a world of their own.
- Chronic ailments such as stomach pains and headaches.
- Sexually abuses or shows inappropriate sexual behaviour towards a sibling or friend.
- Exhibits a sudden change in attitudes at school
- Appears withdrawn, isolated, or excessively worried.
- Demonstrates outbursts of anger or irritability.
- Fearful of undressing



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Appendix 2 – Definitions of Abuse “Working Together” 2013

Physical Abuse

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

Emotional Abuse

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

Sexual Abuse

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

Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

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