

Hoe Farm childminding  
Safeguarding children policy

**My first responsibility and priority is towards the children in my care and I understand that child abuse can be physical, sexual, emotional, neglect or a mixture of these.**

**I must notify Ofsted of any allegations of abuse, which are alleged to have taken place while the child is in my care. This includes any person who is working or living at the premises. I must notify Ofsted of these allegations as soon as is reasonably practicable, but at the very latest within 14 days of the allegation made.**

**I will keep up to date with child protection issues and relevant legislation by taking regular training. This will help me keep aware of the signs of abuse or neglect and what to do if I have concern.**

**Child protection concerns that could identify a particular child are kept confidential and only shared with persons who need to know this information.**

**Parents must notify me of any concerns they may have about their child and any accidents or incidents affecting the child, which I will then need to record.**

**I will work together with parents to make sure of their child is consistent.**

**If I notice:**

- any significant changes in behaviour,**
- unexpected bruising or marks,**
- any comments, which will give me, cause for concern or deterioration in general well being which causes me concern.**

**Or if a child tells me that they or another child is being abused, I will**

- Show that I heard what they are saying, and that I take their allegations seriously**
- I will encourage the child to talk, but will not prompt them or ask them leading questions. I will not interrupt when a child is recalling significant events and will not make a child repeat their account.**

**It is my duty as a childminder to report any form of abuse to Social Care.**

**If an allegation is made against me, I will report it to Ofsted and Social Care following the Safeguarding Children Board procedures in England.**

**I will also contact NCMA's safeguarding children service on for advice and support.**

**In all instances I will record:**

- **the child's full name and address**
- **the date and time of the record**
- **factual details of the concern, for example bruising, what the child said, who was present**
- **details of any previous concerns**
- **details of any explanations from the parents**
- **any action taken such as speaking to parents.**

**It is not my responsibility to attempt to investigate the situation myself.**

**Date: .....**

**Parent's signature: .....**

**Childminders signature: .....**