

Safeguarding

Allegations Against a Member of Staff, Volunteer or Student Policy

Statutory Framework for the Early Years Foundation Stage

Quote Reference: 3:4

'Providers must have and implement a policy and procedures to safeguard children. The Safeguarding policy and procedures must include an explanation of the action to be taken in the event of an allegation being made against a member of staff'

Purpose of the Policy

The purpose of the policy is to ensure there is a robust response to any allegations or breach of safeguarding policy or procedure made against paid or unpaid staff delivering services or activities as part of the Family Centre.

We aim to:

- Provide an environment where children, young people and families are safe from abuse and in which any suspicion of abuse is promptly and responded to appropriately.
- Safeguard the wellbeing of staff in minimising the risk of allegations against staff, volunteers or students.
- Provide a clear procedure for the reporting, recording and the management of any allegations.

What parents\carers should do

- If you see anything that may present a risk to the safety and well-being of children, staff or families within the Family Centre premises be prepared to report the matter.
- If you have concerns that a staff member, student or volunteer has harmed or potentially placed a child at risk of harm you must inform a member of staff who will report this to the Designated Safeguarding Lead or Deputy.

- Participate fully in any requests for information or meetings that are arranged in order to obtain details of the potential allegation.

What the Family Centre will do

- Ensure all staff avoid putting themselves in situations that may lead to allegations being made against them.
- Not allow members of staff to work alone with children, ensuring two members of staff as a minimum are on duty with children at all times.
- Make sure where nurseries are organised into distinct separate rooms, two members of staff are working in each room, or ensure the deployment of children and staff are organised to meet this requirement.
- Ensure all staff members understand the procedure for reporting allegations including whistleblowing against another member of staff, student or volunteer.
- Take allegations seriously and follow the procedure for dealing with allegations when they are reported.
- The Designated Safeguarding Lead will share all information in relation to any allegations, concerns or breaches of safeguarding policies and procedures immediately with the Local Authority Designated Officer.
LOCAL AUTHORITY DESIGNATED OFFICER FORM
- Ensure all staff/volunteers/students have access to a copy of the policy.