

Safeguarding
& Child
Protection
Policies

Child Protection Policy

Policy Statement

Currents Pre-School is committed to safeguarding and promoting the welfare of all children in our care. We recognise that child protection is a fundamental responsibility of everyone working within the setting and that children have a right to be protected from abuse, neglect, and harm. We work in partnership with parents, carers, and external agencies to ensure the best possible outcomes for children.

This policy is written in line with the Early Years Foundation Stage Statutory Framework, Working Together to Safeguard Children, and the Surrey Safeguarding Children Partnership procedures and guidance.

Aims

The aim of this policy is to ensure that all staff understand their responsibility to safeguard children, are able to recognise signs of abuse or neglect, and know how to respond appropriately and promptly to concerns. The policy also aims to ensure that concerns are handled in a consistent, confidential, and child-centred manner.

Types of Abuse

Staff are aware that abuse may take many forms and can include physical abuse, emotional abuse, sexual abuse and neglect. Safeguarding concerns may also arise from domestic abuse, child-on-child abuse, online abuse, or exposure to harmful or extremist views. All staff understand that abuse can occur in any family and across all social, cultural, and economic backgrounds.

Recognising Signs and Symptoms

All staff are trained to be vigilant and to recognise indicators that a child may be at risk of harm. These may include unexplained injuries, changes in behaviour or mood, regression in development, fearfulness, withdrawn behaviour, excessive aggression, or concerning comments or play themes. Staff understand that safeguarding concerns often emerge over time and that seemingly minor concerns can become significant when viewed collectively.

Responding to a Disclosure

If a child makes a disclosure of abuse or harm, staff will listen calmly and attentively, reassure the child that they have done the right thing by speaking out, and take the disclosure seriously. Staff will not ask leading questions, investigate, or promise confidentiality. The child's words will be recorded as soon as possible, using their own language wherever possible, and the concern will be reported immediately to the Designated Safeguarding Lead.

Reporting and Recording Concerns

All safeguarding concerns must be reported to the Designated Safeguarding Lead on the same day. Records will be factual, dated, and signed, and stored securely in line with data protection requirements. The Designated Safeguarding Lead will follow the Surrey Safeguarding Children Partnership procedures when assessing concerns and deciding on the appropriate course of action. This may include monitoring concerns, seeking advice, discussion with parents where appropriate, or making a referral to Surrey Children's Services.

Where there is a concern that a child may be suffering, or is likely to suffer, significant harm, a referral will be made to Surrey Children's Services without delay. If a child is in immediate danger, the police or emergency services will be contacted immediately.

Designated Safeguarding Lead (DSL)

Currents Pre-School has a named Designated Safeguarding Lead who has responsibility for overseeing safeguarding and child protection within the setting. The Designated Safeguarding Lead is responsible for managing concerns, making referrals to external agencies where necessary, providing advice and support to staff, and ensuring safeguarding records are kept securely and confidentially.

The Designated Safeguarding Lead for Currents Pre-School is:

Name: _____

Role: _____

A Deputy Designated Safeguarding Lead is also appointed to ensure safeguarding leadership is available at all times. The Deputy Designated Safeguarding Lead will act in the absence of the Designated Safeguarding Lead.

The Deputy Designated Safeguarding Lead for Currents Pre-School is:

Name: _____

Role: _____

All staff, students, and volunteers are aware of who the Designated Safeguarding Lead and Deputy Designated Safeguarding Lead are and understand the importance of reporting any safeguarding concerns to them immediately.

Confidentiality and Information Sharing

Safeguarding information is shared on a need-to-know basis only and in accordance with safeguarding guidance and legislation. While parents are usually involved in discussions about their child, there may be occasions when information cannot be shared if doing so would place the child at further risk. Staff understand that safeguarding concerns override confidentiality where a child's safety is at risk.

Staff Responsibility

All staff, students, volunteers, and visitors have a duty to safeguard children and must follow this policy at all times. Failure to follow safeguarding procedures may result in disciplinary action. Safeguarding training is provided regularly to ensure staff remain confident and competent in fulfilling their responsibilities.

Review

This policy will be reviewed annually or sooner if legislation changes or if an incident occurs.

Date of last review: 14/03/2026

Date of next review: 14/03/2027

Lockdown Policy

Policy Statement

Currents Pre-School is committed to ensuring the safety and security of all children, staff, and visitors. This policy outlines the procedures to follow during a lockdown or intruder situation, detailing how the nursery will be secured, how children will be kept safe and the roles of staff in managing the situation.

Triggers for Lockdown

A lockdown may be initiated in response to the presence of an intruder, a violent or threatening incident nearby, or as directed by emergency services. Any staff member who identifies an immediate threat or danger may announce a lockdown using the pre-agreed signal.

Lockdown Procedures

When a lockdown is required, staff must act immediately. The most senior member of staff on site, or any staff member identifying the threat, will announce the lockdown or use the pre-agreed signal. All children must be brought inside immediately. Doors and windows should be locked or secured, and blinds closed where possible. Children should be kept calm, quiet, and supervised at all times.

Staff must ensure that no child remains outside and that all areas are secure. Children should be moved away from doors and windows, and staff should remain vigilant and alert to any signs of danger.

Communication with emergency services should be immediate. The most senior member of staff on site will provide details of the incident, the number of children and staff on site, and any immediate risks. Staff should follow instructions from emergency services and not leave the secure areas until given the all-clear.

Staff Roles

The most senior member of staff on site is responsible for coordinating the lockdown, liaising with emergency services, and communicating with parents once it is safe. Staff are responsible

for supervising and reassuring children, securing areas as directed, and maintaining calm and order.

Support staff should assist with checking all rooms, ensuring children are accounted for, and maintaining a safe environment. All staff must follow instructions promptly and ensure children remain in secure locations until the lockdown is lifted.

After the Incident

A written report of the incident will be completed, including the circumstances, timings, actions taken by staff, and communication with emergency services. Staff and children will be supported as required. Lockdown procedures and risk assessments will be reviewed following the incident to identify any improvements.

Review

This policy is reviewed annually or immediately following any lockdown or intruder incident to ensure procedures remain effective.

Date of last review: 14/03/2026

Date of next review: 14/03/2027

Missing Child Policy

Missing Child Policy – On Nursery Premises

Policy Statement

Currents Pre-School takes the safety and welfare of children very seriously. This policy sets out the procedures to follow if a child goes missing on nursery premises, including initiating a lockdown to ensure the child is located safely and other children remain secure.

Procedures

If a child is discovered missing on the premises, staff must initiate an immediate lockdown. All other children must be brought inside and secured in a safe location. Doors and windows must be locked, and blinds closed where possible. Staff should keep children calm and supervised while the search for the missing child is carried out.

A thorough search of all areas within the premises must be conducted, including rooms, toilets, storage areas, and outdoor spaces. Staff should communicate discreetly to coordinate the search efficiently without causing panic. The daily register will be checked to confirm attendance and last known location of the child.

If the child is not located within five minutes, the Manager will contact parents or carers and the police without delay. Staff continue to supervise the other children throughout the search and lockdown period.

After the Incident

A written report of the incident will be completed immediately, including circumstances, times, staff actions, and emergency responses. The incident will be reported to the local authority and Ofsted as required. Procedures and risk assessments will be reviewed following the incident to improve safety, and staff and children will be supported and reassured.

Missing Child Policy – On Outings

Policy Statement

Currents Pre-School takes every precaution to ensure children's safety during outings. This policy sets out the procedures to follow if a child goes missing off-site.

Procedures

If a child is discovered missing during an outing, staff must alert the outing leader immediately. The remaining group must be supervised at a safe location, and a search of the immediate area, including pre-agreed locations, paths, or boundaries, should be conducted while maintaining supervision of the other children.

The daily register will be checked to confirm attendance and last known location. If the child is not located promptly, the outing leader will contact the Manager, parents or carers, and the police immediately. Staff should follow emergency procedures and meeting points as outlined in the outing risk assessment.

After the Incident

A written report will be completed, detailing circumstances, timings, staff actions, and emergency responses. The incident will be reported to the local authority and Ofsted as required. Risk assessments and procedures for future outings will be reviewed following the incident, and children will receive reassurance and care.

Roles and Responsibilities

All staff are responsible for ensuring children are accounted for at all times and for acting promptly if a child goes missing. The Manager or Designated Safeguarding Lead coordinates searches, contacts parents and authorities, and completes records.

Review

These policies are reviewed annually, or sooner if legislation or guidance changes, and will also be reviewed immediately following any missing child incident.

Date of last review: 14/03/2026
Date of next review: 14/03/2027

Mobile Phone Policy

Purpose

At Currents, the safety, privacy, and well-being of children are our highest priorities. This policy sets out clear expectations regarding the use of mobile phones by staff and visitors, ensuring that children are protected and that staff remain fully focused on their care and learning.

Staff and Visitor Phones

Staff and visitors are **not permitted to use personal mobile phones while on the premises**. All personal devices must be stored securely in a designated area and remain out of reach of children at all times. Staff may only use mobile phones outside of working hours or in designated break areas, away from children.

Nursery Devices

All digital devices used for educational purposes, observations, or communication with parents remain the property of the preschool and **must stay on site**. These devices are password-protected and used only for authorised purposes, such as documenting learning, communication with families, or nursery administration.

Staff are responsible for ensuring nursery devices are returned to secure storage at the end of each session and are not taken offsite without management approval.

Monitoring and Enforcement

Management is responsible for ensuring this policy is understood and followed. Any breach of this policy will be addressed promptly and may result in disciplinary action in line with the Staff Code of Conduct. Visitors will be informed of the policy upon arrival and expected to comply fully.

Roles and Responsibilities

Staff must keep personal devices out of sight and use nursery devices responsibly. Management ensures devices are secure, monitors adherence to this policy, and provides guidance for staff and visitors. Families are informed of our policy to reinforce transparency and trust.

Review

This policy will be reviewed annually or sooner if legislation changes or if an incident occurs.

Date of last review: 14/03/2026

Date of next review: 14/03/2027

Prevent Duty / Radicalisation Policy

Policy Statement

Currents Pre-School is committed to safeguarding children from radicalisation and extremism, in line with the Counter-Terrorism and Security Act 2015 (Prevent Duty) and Surrey Safeguarding Children Partnership guidance. We recognise that protecting children from extremist ideology is part of our overall responsibility to safeguard and promote their welfare.

Aims

This policy aims to ensure that children are safe from the influence of any extremist ideology and that staff are aware of the risks and signs of radicalisation. It seeks to create a nurturing environment where children feel valued, respected, and able to develop a strong sense of identity and belonging.

Risk Awareness

Although the risk of radicalisation is low in early years settings, staff are trained to be vigilant for signs that a child may be vulnerable. These may include sudden changes in behaviour, fear or anxiety, exposure to extremist material at home or online, or expressions of extremist views. Staff understand that these signs should be considered in the context of the child's overall circumstances.

Staff Responsibilities

All staff receive safeguarding training, including awareness of the Prevent Duty. Staff must report any concerns about potential radicalisation or extremist behaviour immediately to the Designated Safeguarding Lead (DSL). The DSL will follow Surrey Safeguarding Children Partnership procedures, seeking advice or referring concerns to the local authority as appropriate.

Promoting British Values

Currents Pre-School actively promotes fundamental British values, including democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs. These values are embedded in the curriculum, daily routines, and interactions with children.

Confidentiality and Information Sharing

Information about concerns related to radicalisation will be shared only on a need-to-know basis and in accordance with safeguarding legislation. Parents will usually be informed unless doing so may place the child at risk.

Review

This policy is reviewed annually, or sooner if legislation or guidance changes.

Date of last review: 14/03/2026

Date of next review: 14/03/2027

Visitor Policy

Purpose

At Currents, the safety, wellbeing, and privacy of children are our highest priorities. This policy outlines the procedures for visitors to the preschool to ensure a secure environment while maintaining a welcoming and professional atmosphere.

Visitor Access

The preschool entrance is kept locked at all times. All visitors must ring the doorbell to request entry. Upon arrival, visitors are greeted by a member of staff, must sign in, provide identification if requested, and are issued with a visitor badge, which must be worn at all times while on the premises.

Visitors are only permitted in areas where children are present when accompanied by a member of staff. They must follow all nursery policies, including safeguarding, health and safety, and mobile phone policies.

Supervision and Conduct

Visitors are expected to behave professionally, respect confidentiality, and follow staff instructions at all times. They must not use mobile phones while on the premises, in line with the Mobile Phone Policy. Any visitor who has contact with children must have a valid DBS check or be supervised by staff at all times.

Safeguarding and Child Protection

Visitors must never be left alone with children unless they have the appropriate safeguarding clearance. Any concerns about a visitor's behaviour or conduct must be reported immediately to the Designated Safeguarding Lead (DSL) or management.

Roles and Responsibilities

Management is responsible for ensuring that all visitors comply with the policy, that sign-in procedures are maintained, and that identification and supervision protocols are followed. Staff are responsible for escorting visitors, monitoring their interactions with children, and reporting any concerns.

Review

This policy will be reviewed annually or sooner if legislation changes or if an incident occurs.

Date of last review: 14/03/2026

Date of next review: 14/03/2027

Whistleblowing Policy

Purpose

At Currents, the safety, well-being, and rights of children and staff are our highest priorities. This policy sets out the procedures for staff to report concerns about malpractice, unsafe practices, or breaches of policies in a safe, confidential, and professional way. We are committed to ensuring that all concerns are taken seriously, investigated appropriately, and acted upon without fear of retaliation.

Scope

This policy applies to all staff, volunteers, students, and agency personnel working at Currents Preschool. It covers concerns related to:

- Child safeguarding or welfare concerns
 - Unsafe working conditions or practices
 - Breaches of professional codes of conduct
 - Fraud, financial irregularities, or misuse of resources
 - Harassment, bullying, or discrimination
 - Any other unethical, illegal, or inappropriate conduct
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Principles

Currents is committed to:

- Safety: Ensuring children and staff are protected from harm.
 - Confidentiality: Protecting the identity of the whistleblower wherever possible.
 - No Retaliation: Staff who report concerns in good faith will not face retaliation, discrimination, or disciplinary action.
 - Transparency: Ensuring concerns are investigated fairly, thoroughly, and promptly.
 - Support: Providing access to guidance and support throughout the reporting process.
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Reporting Procedures

Staff should follow these steps when raising a concern:

1. Initial Reporting: Raise the concern with your line manager or supervisor as soon as possible.
 2. Alternative Reporting: If the concern involves your line manager, or you feel unable to report to them, contact the designated safeguarding lead (DSL) or a member of the management team.
 3. Written Record: Where possible, concerns should be documented in writing, including dates, times, individuals involved, and the nature of the concern.
 4. Investigation: Management will investigate the concern in a timely, impartial, and confidential manner. Outcomes will be shared with the whistleblower as appropriate.
 5. External Reporting: If internal reporting is not appropriate or the concern is not addressed, staff may contact relevant external bodies, such as Ofsted, the Local Authority Designated Officer (LADO), or statutory safeguarding authorities.
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Responsibilities

- Staff: Raise genuine concerns promptly and in good faith.
 - Management: Take all concerns seriously, maintain confidentiality, investigate appropriately, and ensure staff are protected from retaliation.
 - Designated Safeguarding Lead (DSL): Support staff in reporting concerns related to child safety, ensuring compliance with safeguarding legislation.
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Support for Staff

Currents recognises that raising concerns can be stressful. Staff will be offered:

- Emotional support and guidance
 - Access to mentoring or supervision
 - Clear communication on the progress and outcome of the investigation
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Review

This policy will be reviewed annually or sooner if legislation changes or if an incident occurs.

Date of last review: 14/03/2026

Date of next review: 14/03/2027