



JAMmy Tots Nursery – Safeguarding and Child Protection Policy

Next Review: April 2027

Introduction

At JAMmy Tots Nursery, we recognise that children benefit from a safe, nurturing environment that promotes growth, learning, and wellbeing. While we aim to provide fun and stimulating activities, we acknowledge that abuse can occur in any setting. Every adult working with children has a legal and moral responsibility to safeguard them.

This policy ensures that JAMmy Tots Nursery:

- Puts children's welfare first
- Creates a safe, child-centred environment
- Ensures staff and volunteers are recruited, trained, and supported to safeguard children
- Recognises and responds to signs of abuse or neglect

Who We Are

JAMmy Tots Nursery is a home-based nursery providing care for children aged 3 months to 5 years. We offer a warm, homely, and structured play-based environment where children can explore, learn, and develop social, physical, and emotional skills.

The nursery is led by Jenene Morgan, former Deputy Headteacher (NPQH) with extensive expertise in safeguarding, behaviour management, and early years education. Jenene is supported by two fully trained Early Years Practitioners.

Policy Statement

JAMmy Tots Nursery acknowledges its duty to safeguard and promote the welfare of children and is committed to:

- Ensuring safeguarding practice reflects statutory responsibilities and current guidance
- Treating children as individuals and respecting their rights, wishes, and feelings
- Protecting children from abuse and neglect while participating in nursery activities or outside play
- Supporting staff to recognise, record, and report concerns

Principles

- The welfare and safety of children is **paramount**
- Children of all backgrounds, abilities, and needs are valued equally
- Children are encouraged to enjoy activities safely and with confidence
- Systems are in place to ensure staff and volunteers are suitable, trained, and supervised

Operational Responsibilities

JAMmy Tots Nursery will:

- **Comply with legislation** including EYFS 2025, KCSIE 2025, Children Act 1989/2004, Health & Safety, and Ofsted registration requirements
- Promote the safety and wellbeing of all children
- Ensure all staff understand their **safeguarding roles and responsibilities**
- Take appropriate action when concerns arise, following our **Incident Reporting Procedures**
- Keep detailed, confidential records of safeguarding concerns
- Prevent unsuitable people from working with children through **DBS checks, references, and induction**
- Ensure policies are widely known, implemented, and monitored

Management Team Responsibilities

The management team will:

- Ensure the nursery fulfils its **duty of care**
- Maintain and review all safeguarding policies and procedures
- Work collaboratively with external agencies in cases of poor practice or abuse
- Promote a culture of listening to children



Designated Safeguarding Lead (DSL)

DSL: Jenene Morgan

Deputy DSLs: Two Early Years Practitioners

Responsibilities include:

- Leading the nursery's safeguarding approach
- Managing reports of abuse or poor practice
- Advising staff on policy implementation
- Coordinating safeguarding training
- Communicating with parents, Social Services, and relevant agencies
- Supporting staff following incidents or disclosures

Staff Responsibilities

All staff must:

- Understand what safeguarding means and how children may be harmed
- Be alert to indicators of abuse or neglect
- Communicate effectively with colleagues, children, and parents
- Follow professional codes of conduct
- Report any concerns to the DSL immediately

Volunteers under 18: Supervised at all times by a qualified adult

Recognising Abuse & Neglect

Staff should be aware of:

- **Physical abuse:** hitting, shaking, burns, or inappropriate restraint
- **Emotional abuse:** persistent criticism, name-calling, or unrealistic expectations
- **Sexual abuse:** any sexual activity or exploitation, including online
- **Neglect:** failing to meet a child's basic needs (food, clothing, hygiene, supervision)

Indicators may include:

- Unexplained injuries
- Behavioural changes

- Fear of adults or reluctance to attend nursery
- Poor hygiene or malnutrition
- Withdrawal from social interaction

Safeguarding Disabled Children

- Recognise increased risk of abuse or neglect
- Support communication needs
- Monitor for changes in behaviour or health
- Enable children to express feelings and raise concerns

Abuse of Position of Trust

- Staff must maintain professional boundaries
- Any intimate or sexual relationships with children under 18 are illegal and will be reported
- Staff must report concerns of poor practice or abuse

Reporting Procedures

- Disclosures or suspicions must be reported immediately to the DSL
- DSL will complete an incident report within 24 hours
- Social Services/LADO/Police contacted if necessary
- Confidentiality maintained but information shared on a need-to-know basis

Redbridge Contacts:

- Emergency Duty Team (Outside office hours): 0208 708 5879
- Local Police: 101
- LADO Redbridge: 020 8708 5350, LADO@redbridge.gov.uk

Training & Induction

- All staff trained in safeguarding, EYFS, and Paediatric First Aid
- Annual refresher training
- Induction for new staff includes policies, procedures, and safer recruitment awareness

Attendance & Prolonged Absence Statement

Regular attendance is essential for monitoring children's wellbeing and safeguarding. JAMmy Tots Nursery keeps accurate daily attendance registers and follows up any unexplained or prolonged absence promptly.

- Parents must inform the nursery of any absence before the start of the day.
- Any unexplained absence will be followed up with a phone call to parents/carers.
- If a child is absent for more than 48 hours without explanation, or if staff are unable to make contact with the family, this will be treated as a safeguarding concern.
- Prolonged, repeated, or patterns of absence may trigger further enquiries or a referral to Redbridge MASH if there are concerns about a child's safety or welfare.
- All absences, attempts to contact parents, and outcomes are recorded.

This approach ensures that children are safe, accounted for, and that any welfare concerns are identified early.

Conclusion

JAMmy Tots Nursery is committed to providing a safe, supportive, and nurturing environment where children can learn, play, and develop confidently. Safeguarding is everyone's responsibility, and our procedures ensure all concerns are acted on promptly and effectively.