**Safeguarding and Welfare requirements for**

**Early Years**

The following should be read alongside the schools Safeguarding Policy and Guidance

The Early Years Framework states that:

*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. The safeguarding and welfare requirements, specified in this section, are designed to help providers create high quality settings which are welcoming, safe and stimulating, and where children are able to enjoy learning and grow in confidence.*

We provide all the necessary steps to keep children safe and well. We safeguard children, ensure the suitability of adults who have contact with children; promote good health; manage behaviour; and maintain records, policies and procedures.

We follow the procedures and policies of the whole school.

* **Providers must be alert to any issues of concern in the child’s life at home or elsewhere.**

At Bredbury St Marks, we carry out home visits when able, invite parents in, to meet Early Years staff working with their child’s teacher, have play and stay sessions for parents and new starters and complete a getting to know you sheet (All About Me). This gives parents the opportunity to provide detail on life at home. EYFS staff are available to talk to and to have handover conversations at the beginning and end of the day.

* **Policy and procedures for safeguarding concerns**

Action to be taken when there are safeguarding concerns about a child (page 26,27) and in the event of an allegation being made against a member of staff, and cover the use of mobile phones and cameras in the setting (page 22,23)

DSL – Mrs Quinn, Mrs Harding and Mrs Spreckley

As outlined for the whole school – raise concerns with DSL, record on CPOMS , speak to parents if appropriate.

* **Providers must train all staff to understand their safeguarding policy and procedures, and ensure that all staff have up to date knowledge of safeguarding issues.**

All staff attend training every year as part of a whole staff in September / Local authority training. KCSIE 2023 and to the ‘Prevent duty guidance for England and Wales’ (page 34)

When a staff member joins the school they receive safeguard training as part of their induction. (page40,41)

* **Providers must ensure that people looking after children are suitable to fulfil the requirements of their roles. Staff are expected to disclose any convictions, cautions, court orders, reprimands and warnings that may affect their suitability to work with children**

School follows safer recruitment guidelines – carrying out interviews that detail safeguarding

The application form includes disclosure and prohibition for teaching

Single central record / suitability checks

* **Key Person**

Miss Whitehead (QTS) has overarching responsibility for the EYFS. She is the designated teacher for Reception. Each child is assigned a key worker. Nursery work on a ratio of 1:8. The assigned staff are present for early meetings to begin to build up positive relationships with parents and children.

The phase leader is Mrs Spreckley.

3 TA’s: 1x Foundation Degree Early Educator, 1 x NNEB, Early Years Leadership, 1x Advanced Level Apprenticeship in supporting Teaching and Learning in Schools,

The phase is overseen by the Assistant Head Teacher and Leadership Team.

* **At least one person who has a current paediatric first aid (PFA) certificate must be on the premises and available at all times when children are present, and must accompany children on outings.**

3x members of staff are fully trained with Paediatric first aid certificates

AC- March 2022 SS-July 2022 CO-March 2022

* **Ratios -** 40 place (15 hours) Nursery currently have 24 children across different sessions

Mornings, 2 ½ days (All day Mon, Tues and Wednesday morning),

Ratio never exceeds 1:30 in Reception and 1:8 in Nursery.

Trips - On trips ratios are 1:4 Adult to child

* **Before/After School Provision**

Always sufficient staff – parents pre book so we check ratios on a daily basis

Paediatric trained member of staff on site at all times

* **Providers must ensure there is a first aid box accessible at all times with appropriate content for use with children. Providers must keep a written record of accidents or injuries and first aid treatment. Providers must inform parents and/or carers of any accident or injury sustained by the child on the same day as, or as soon as reasonably practicable after, and of any first aid treatment given.**

First aid bag/box in each room, incidents logged in first aid books. Head injuries always receive a phone call home / message home to their parent or carer.

* **Providers must ensure that they take all reasonable steps to ensure staff and children in their care are not exposed to risks and must be able to demonstrate how they are managing risks**

See risk assessments within Early Years policy /documents.

* **Promotion of health**

See EYFS policy / Long term curriculum plan.

* **Medicines**

We follow the school policy and procedure through “Medical Conditions in School” only prescribed medicines given and parent permission needed to administer. Inhalers are kept in the classroom, sent home termly to be cleaned and expiry dates are checked termly.

* **Food and Drink**

2 healthy, balanced and nutritious snacks in the day are provided, one in the morning and one in the afternoon, this might be toast, cereal, crackers, cheese or fruit. Water bottles are provided and kept in school so children have access to water at all times. Milk is also provided. Staff have all undertaken Food Hygiene training via Smart Log.

* **Managing behaviour**

See whole school Relationships Policy which compliments the EYFS guidance on self regulation.

* **Safety and suitability of premises, environment and equipment**

Floor space and outdoor facilities are all fit for purpose and suitable for the age.

Fire practices take place in line with whole school.

The classroom is provided with fire extinguishers and evacuation plan is in place.

Fire exits are clearly identified and always free of obstruction.

Adequate toilets and hand basins are provided.

When talking to parents confidentiality is key and an area is available for conversations.

* **Smoking and Vaping**

It is a no smoking policy in and on the premises.

* **Outings**

Risk assessment is carried out before outing takes place.

Ratios of 1:4 adult to children are followed, each trip is assessed and ratio’s increased if necessary.

First Aid kits/Inhalers are taken on trips.

Mobile Phones and emergency contact numbers are taken on trips.

Vehicles in which children are being transported are fully seat belted, insured and a company who is well established is used.

* **Special educational need**

Matches the support and practise across the school.

Class teacher / Phase leader liaises with parents and pre-school settings, either before nursery or/and before reception if the child does not attend Bredbury St Marks Nursery.

* **Information and records**

Information about early years and school is shared with parents regularly – 3 times per year minimum – or when need arise.

School will share appropriate records with appropriate bodies in order to support a child/families well-being.

Open days/events are offered to parents to attend and join in with their children’s learning.

Curriculum ½ termly newsletters are given to parents and published on the website

Starter packs with key information are given to parents before starting the setting

Information e.g. policies, SEND support are all published on the website

Welcome Staff letter with photographs and names is given to new starters

* **Complaints**

We follow the school procedure and policy.

The policies are published on the website.

* **Information about the Provider**

Names, telephone numbers and address of staff are published on the website.

Daily registers are taken to record attendance.

Written by Katy Spreckley EYFS Lead - February 2022

Reviewed – September 2023 by Emma Harding

Next Review – September 2024