

# **Kidmore End Breakfast Club - Safeguarding Policy 2017**

The team at Kidmore End Breakfast club are committed to safeguarding and promoting the welfare of the children in our care at all times. The person responsible for Safeguarding at Kidmore End Breakfast club is Lucy McAdden.

In order to promote the welfare of the children in our care all of our team have an up to date Disclosure and Barring Service check, a Paediatric First Aid qualification and a Basic Food Hygiene certification. They have all attended and received certification in Safeguarding children and are familiar with and able to practice the Oxfordshire County Council Safeguarding Policy.

All staff are trained to recognise behaviours or symptoms that may result from the following

Neglect  
Physical Abuse  
Sexual Abuse  
Emotional Abuse  
Child Sexual Exploitation  
Female Genital Mutilation  
Forced Marriage

If any member of the team feels that there is any risk to any of the children attending breakfast club they will follow this reporting procedure-

- Record all aspects of their concerns and record any disclosures or “actual words” that have come from the child. Ensure as much information is written down with accurate dates, times and information regarding their child.
- Report it to Lucy McAdden who will be able to report the concern to Oxfordshire Safeguarding Board.

## **Whistleblowing**

If any member of our team feels that a safeguarding issue has not been dealt with correctly or there has been any actions or incidents that are contrary to providing a safe environment for the children or team members then the team members are actively encouraged to Whistle blow- Disclose this information to an appropriate body. All members of the team have been trained on how to whistle blow and where to find the correct contacts to enable them to do so.

## **Allegations made against a member of the team.**

If an allegation is made against any member of the breakfast club team, it will be fully recorded and reported to

- Mrs Hull
- Oxfordshire Safeguarding Board and/or Local Authority Designated Officer.

That member of the team will be suspended from working within the breakfast club until all issues surrounding allegation have been resolved.

## **British Values and Prevent Duty**

All of our team recognise our duty to prevent Children’s and families being drawn into terrorism and extremism behaviour. In order to ensure we are able to help prevent this

- Our team are familiar with and understand “Prevent Duty Guidance for England and Wales 2015”
- There is British Values and Prevent Duty available to all staff.
- All of our team are aware of what to do if an issue arises regarding “Prevent”

## **To ensure that the children in our care are kept safe at all times**

All children must have a complete registration form that will include:

Full name and contact details of child and parent/carer’s details

Permission to access emergency medical care

Details of any medical conditions and/or allergies

Any other significant information regarding the child attending

All parents and children must adhere to Breakfast club guidelines. A copy will be provided to them.

All children to be signed in by an adult upon arrival and head counted before handing care over to supervision by school.

The Breakfast club will work in conjunction with the school to ensure we are adhering to all health and safety measures already in place within the school.