

Keeping children safe

Safety of premises, environment and equipment:

Keeping children safe while they are in my house is my top priority. While I am looking after your child, he or will always be within my sight or hearing. While I only occasionally carry out written risk assessments, I regularly perform informal risk assessments when a new child starts or when we go on a new outing.

This is a smoke free environment (both indoors and outside while the children are present.) I ensure that neither I, nor anyone else who has contact with the children while in my setting, is under the influence of alcohol or any other substance which may affect our ability to care for the children.

I take pride in keeping my house clean. My premises have been checked by Ofsted and they meet the requirements of the Early Years Foundation Stage. I regularly ensure that my house, outdoor garden and toys are safe for the children to use. I keep the house secure, and the keys are not kept in the front door. I use appropriate safety equipment such as stair gates and cupboard locks, and ensure that all equipment such as high chairs and push chairs are fitted with the correct safety harnesses.

We regularly hold fire drills and practice evacuating the building all together and waiting by the front gate. My emergency evacuation procedure is posted on my bulletin board. The smoke detectors are tested weekly. I have a fire blanket and extinguisher in my kitchen.

Hygiene:

Learning about personal hygiene is important and, in this house, we wash our hands before eating and after using the toilet. Each child also has their own face flannel and towel to help to prevent the spread of infection. I provide tissues (and help and encourage children to use them). I also encourage them to put their hand over their mouths when they cough.

Accidents:

I have a valid first aid certificate and can administer basic first aid if required. I take great care to avoid accidents and ensure that the activities your child participates in are safe, however it is inevitable that small children will suffer the odd bump or bruise. Whenever an accident occurs, I record this in my accidents log and you will need to sign it to say you were made aware of what happened. I will also notify you on your child's Daily Care Sheet. If your child arrives with an existing injury then you will also need to sign the accident form. For example, if your child bumped their head at the weekend then I need to be aware of this so that: firstly, I don't think it has happened while they are with me, and secondly, because your child has had a head injury and I need to be aware of this fact. This is also extremely important in the case of cuts or bruising that I may not discover until later in the day during nappy changes etc. and which could be a safeguarding issue. It is my job to take my safeguarding responsibilities very seriously. If your child has any kind of existing injury when they arrive at my house, then you MUST tell me about it.

In the extremely unlikely event of a serious accident, illness, injury or death of any child while in my care, I will notify Ofsted about the incident and of the action taken.

Outings and Transport:

Outings and Transport, I will safely supervise children when we go on outings or trips. Before trips I assess the risks or hazards which may arise for the children and identify the steps I will take to remove, minimise and manage those risks. You will need to sign to say you are happy for your child to be taken on routine outings, and for any special trips we take you will need to sign a special permission form. In the extremely unlikely event of a child going missing while in my care I will tell the police and search the area. Then, I will contact the parents and Ofsted.

I teach the children about safety issues (such as strangers and road safety) when we are out and about. Younger child will be strapped into a pushchair; older children are taught to walk safely holding my hand or the pushchair until they are old enough to walk by my side.

Taking your child on outings and day trips will inevitably mean he or she will need to be driven in my car. I am a safe driver with a full, clean driving license, which is available for you to see on request. I make sure that my car is road worthy and is insured for business use. I ensure that all car seats are correctly fitted (car seats are never bought second hand) and that child safety locks are used on the rear doors. I always carry my mobile with me in case of an emergency but will not answer it while I am driving. I also carry identification for me and the minded children in case of an emergency, and carry a first aid kit in the boot of the car.

Internet:

Many children like to use the internet to support them in their homework and to chat to their friends. But the internet can also be a very dangerous place for them. I offer children the opportunity to use the computer and the internet and I have introduced a range of procedures to ensure their safety including a filter on my computer that blocks out most inappropriate material. I talk to the children about the websites they are using and am always nearby so that I can keep an eye out on what websites they are visiting. I also check the 'history' on the computer regularly and discuss keeping safe online with the children. You will need to sign to say whether you are happy for your child to use the internet or not. I would like to recommend that you visit [Childnet International](#) to learn more about keeping your child safe online.

Mobile Phones, Cameras and Visitors:

I normally carry my mobile phone with me whenever we are out and about. This has lots of benefits as it means that I can contact you in the event of an illness or emergency and you can contact me. This does mean that I will need to store your phone numbers on my mobile phone and you will need to sign to say that you are happy for me to do this.

I need to take photographs of your child in order to complete their learning journey folders which are inspected by Ofsted. It's also nice for you to see what we've been doing! I sometimes use my camera, and sometimes my mobile phone to take these photos. After I have transferred the photos into a password protected file on my computer, I then delete the digital photos from either my camera or my phone.

I display the photos at my house, in your child's learning journey folder and give copies to you to take home. I also occasionally keep photographs of your child in photograph albums for

my personal use only. I can also email them to you if you like. I will never post your child's photographs onto the web or use them in any other way without your permission. I will need you to sign to say that you are happy for me to photograph your child and for me to store photographs of your child on my computer and in my home for these purposes.

This is a bustling family home, and we have many visitors ranging from family and friends to people reading the meters. I keep a visitor book and expect these visitors to sign in and out. However, your child's safety is my utmost concern, so I would never leave a minded child alone with a visitor to my house, unless I know that they have been CRB cleared (such as another childminder).

I am sensible and careful, and always request identification from people who come to check meters etc. While I can't stop visitors from using their mobile phones while they are in my house, I do ask all visitors who are not friends or family NOT to take photographs of the childminded children. You will need to sign to say that you are happy for me to photograph your child, and whether you mind if your child is occasionally photographed by visiting friends or family members.

Safeguarding, Welfare and Child Protection Issues:

My policy for child protection and welfare is in line with EYFS Safeguarding and promoting children's welfare' practices, social services and government guidelines. As a childminder, I take responsibility for safeguarding the children in my setting. I have taken a child protection training course to enable me to identify, understand and respond to signs of possible abuse and neglect. I have regard to the Government's statutory guidance Working Together to Safeguard Children, what to do if you are worried a child is being abused and Inspecting safeguarding in early years, education and skills settings. I also have regard for my responsibilities under The Prevent Duty to help protect the children I look after from being drawn into extremism and terrorism. At my setting I actively promote British Values to help build the children's resistance to radicalisation.

As a child care provider it is my responsibility to report any child protection concerns I might have to Ofsted and social services, following the Local Safeguarding Children Board procedures. Child protection concerns that could identify a particular child are kept confidential and only shared with people who need to know this information. It is not my responsibility to attempt to investigate the situation myself. I will inform Ofsted of any allegations of serious harm or abuse by any person living, working, or looking after children at the premises (whether the allegations relate to harm or abuse committed on the premises or elsewhere). I must also notify Ofsted of the action taken in respect of the allegations.