



What to do if you have a safeguarding concern at Twinkling Toddlers

Why are you concerned?

- Disclosure /voice of the child /online violation/contextual
- Child's appearance/inappropriate or unsuitable clothing
- Behaviour change /overhear conversation/unseen/truancy
- Witnessed concerning behaviour/ risk to self and others
- Allegation/concern against staff /volunteer (follow managing allegations procedure)

This allegation is...	
A concern about a child	An allegation about a staff member
Immediately record your concern on a Cause for Concern form	Report this concern directly to the Senior DSL and the nursery director
Child protection -speak to Senior DSL without delay	If this is an allegation against the manager, it must be reported to the Director. If this is an allegation against the Director, it must be reported to LADO and Ofsted.
Ensure in you follow up actions, you...	
<ul style="list-style-type: none"> ▪ Reassure the child (remain with child if in immediate danger) ▪ Never promise a child confidentiality ▪ Ensure that you only respond to a child's concerns to clarify ▪ Ask open questions and avoid closed questions or leading questions ▪ Clarify concerns and outline what they are (who, what, where, when, why and how) ▪ Sign and date your records (if a paper Cause for Concern' form) ▪ Record time, day, date, location of conversation and who was present. ▪ What the child said – using the child's words. Include any questions you may have asked. Detail is key. ▪ Make a note of any marks/bruises. This includes placement, size, colour (e.g. "fingerprint bruise on right arm, above the elbow, around the size of a 2p, yellowing in colour". Not, "small bruise on right arm"). ▪ Avoid recording any judgments or opinions. Remain factual ▪ Be professional. Do not discuss the matter with others or where you can be overheard. ▪ Remember that Child Protection and Safeguarding information is only shared on a need to know basis. ▪ Decide whether a staff allegation is low level or meets the threshold to report to LADO 	
<p>Designated Safeguarding Lead reviews referral and makes a decision about next steps. Feedback (on a need to know basis) is given to staff/ referrer on next steps. Seek support for yourself if required from DSL</p>	



Statement

Twinkling Toddlers is a community and all those directly connected (staff, parents, families and children) have an essential role to play in making it safe and secure. Twinkling Toddlers recognises its moral and statutory responsibility to safeguard and promote the welfare of all children with their best interests at the centre of our work.

At Twinkling Toddlers, we are committed to safeguarding children and young people, and we expect everyone who works in our nursery to share this commitment.

Twinkling Toddlers incorporates our principles of **Aim High**, **Be Kind**, **Be Brave** and **Keep Learning** in our safeguarding ethos.

Twinkling Toddlers recognises the importance of providing an ethos and environment that will help children to feel safe, secure and respected; encourage them to talk openly about anything that worries them; and enable them to feel confident that they will be listened to. Adults take all welfare concerns seriously and are alert to the signs of abuse and neglect; and follow our procedures to ensure that children receive effective support, protection and justice.

Definitions of Abuse

Abuse is a form of maltreatment. It can be inflicted by an adult or another child. Abuse may be:

- **Physical** – causing physical harm.
- **Emotional** – persistent emotional maltreatment.
- **Sexual** – forcing or enticing a child to take part in sexual activities.
- **Neglect** – persistent failure to meet a child's basic needs.

All staff are trained to recognise indicators of abuse and understand that children may not always disclose abuse directly. Considerations need to be given towards families who could be exposed to the Key Parental risk factors known as the Trio of vulnerabilities:

1. Mental Health
2. Domestic Violence
3. Substance Abuse.

This can make the family more vulnerable and susceptible to abuse.

Our safeguarding principles are:

- That nursery is an important part of the wider safeguarding system for children.
- It is **everyone's** responsibility to safeguard and promote the welfare of children as its paramount concern.
- All children (defined as those up to the age of 18) regardless of age, gender, ability, culture, race, language, religion or sexual identity, have equal rights to protection.
- All children have a right to be heard and to have their wishes and feelings taken into account.
- All staff understand safe professional practice (Inc. role requirements) and adhere to our code of conduct and other associated policies.
- All staff have a responsibility to recognise vulnerability in children and act on any concern in accordance with this guidance.

There are four main elements to our safeguarding policy:

- Prevention (e.g., positive, supportive, safe nursery culture, curriculum and pastoral opportunities for children, safer recruitment procedures);



- Protection (by following the agreed procedures, ensuring all staff are trained and supported to respond appropriately and sensitively to safeguarding concerns);
- Support (for all children, parents and staff, and where appropriate specific intervention for those who may be at risk of harm);
- Working with parents and other agencies (to ensure appropriate communications and actions are undertaken).

Safeguarding and promoting the welfare of children, in relation to this policy is defined as:

- Protecting children from maltreatment
- Preventing the impairment of children's health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes.

The three main safeguarding partners in Birmingham, responsible for the Birmingham Safeguarding Children Partnership (BSCP), are **Birmingham City Council, West Midlands Police, and the NHS Birmingham and Solihull Integrated Care Board**

Designated Safeguarding Leads (DSLs)

Our Safeguarding Leadership team includes:

Senior DSLs: Shannon Ralph **Deputy DSL'S:** Shabana Hussain

All DSLs are trained to Level 3 and receive refresher training every two years. They also undertake additional annual safeguarding updates.

Safer Recruitment

We follow **Safer Recruitment in Education** principles to ensure all staff and volunteers:

- Have enhanced DBS checks.
- Provide two verified references.
- Undergo robust interview procedures.
- Complete safeguarding induction before unsupervised contact with children.

Training & Induction

- All staff receive **Level 1 safeguarding training** on induction.
- Annual safeguarding refreshers are mandatory.
- Training covers: FGM, Prevent Duty, CSE, peer-on-peer abuse, online safety, and the signs of abuse.
- DSLs receive advanced training and updates in line with LSP recommendations, our current training provider is **Alyson Sayers Safeguarding Ltd.**



Managing Concerns and Disclosures

All safeguarding concerns must be:

- Reported immediately to a DSL.
- Recorded factually using our safeguarding concern forms.
- Kept confidential and stored securely.
- Acted on in line with local safeguarding procedures.

Recording must include:

- Date, time, and location.
- Exact words spoken by the child.
- Observations of behaviour/injuries.
- Actions taken and by whom.
- Conversations with parents/carers (unless this places the child at further risk).

The Local Authority Designated Officer for Allegations (LADO) must be told of allegations against adults working with children and young people within 24 hours. Referral to LADO includes all cases that meet the harms threshold where a person is alleged to have:

- Behaved in a way that has harmed, or may have harmed a child
- Possibly committed a criminal offence against, or related to, a child
- Behaved towards a child or children in a way that indicates they may pose a risk of harm to children
- Behaved or may have behaved in a way that indicates they may not be suitable to work with children. This includes behaviour that may have happened outside of the setting, that might make an individual unsuitable to work with children and is known as transferable risk. Where appropriate, an assessment of transferable risk to children with whom the person works should be undertaken. If in doubt seek advice from the LADO.

There are two levels of allegation/concern:

1. Allegations that may meet the harms threshold (see paragraph above)
2. Allegation/concerns that do not meet the harms threshold – referred to in **2024 KCSIE** guidance as 'low level concerns'.

These will be recorded and reviewed so that potential patterns of concern, inappropriate, problematic, or concerning behaviour can be identified. In dealing with allegations or concerns against an adult, staff must:

- Report any concerns about the conduct of any member of staff or volunteer to the Owner/Provider as soon as possible.
- If an allegation is made against the Owner/Provider, then the concern should be reported to one of the DSL's or directly to LADO.
- If there are concerns that the Owner/Provider has acted in a way that meets the threshold for contacting the LADO (the definition is stated previously in the policy), the person raising the concern should contact the LADO directly. If the threshold for making a LADO referral has not been met, then the setting's Whistleblowing Policy should be followed.

Early Help & Multi-Agency Working



Where appropriate, we will work with families Birmingham Safeguarding Children Partnership's threshold guidance: "Right Help, Right Time", which provides a shared framework for identifying children's needs seeking to support before issues escalate. Where significant concerns exist, referrals will be made to **Children's Social Care** or **CASS (Children's Advice & Support Service)**.

We understand our responsibility to contribute to Child Protection Conferences, Child in Need Plans, and Early Help Assessments.

The Management Team and DSL's will work to establish strong and co-operative relationships with relevant professionals in other agencies. We will participate in Child Safeguarding Practice Reviews (CSPR's), other reviews and file audits as and when required to do so by Birmingham Children's Safeguarding Partnership (BCSP).

Specific Safeguarding Issues

a. Female Genital Mutilation (FGM) and Breast ironing/ flattening

What to look out for – We must always be respectful towards cultural beliefs but there must be no compromise in communicating the message that female genital mutilation is neither legal nor acceptable on the UK. Staff are aware it is a legal duty to report FGM and breast ironing/ flattening to the DSL immediately.

Signs:

- Discussing a cultural celebration or travelling to their home country for being taken 'home' to visit family
- A special occasion to 'become a woman'
- An older female relative visiting the UK.

Immediate referrals are made to CASS and police.

b. Child Sexual Exploitation (CSE)

CSE is a form of abuse involving manipulation and/or coercion for sexual purposes, often in exchange for goods, status, or affection. Key indicators include:

- Inappropriate sexual behaviour.
- Withdrawn or secretive behaviour.
- Gifts from unknown adults.
- Sudden changes in friendships or mood.

c. Child Criminal Exploitation & County Lines Inc. Cuckooing

We recognise signs of grooming into drug-related gangs (County Lines), including:

- Sudden unexplained absences.
- Possession of expensive items.
- Aggressive or fearful behaviour.
- Multiple mobile phones.
- Cuckooing



Cuckooing is a form of county lines crime. In this instance, the drug dealers take over the home of a vulnerable person in order to criminally exploit them by using their home as a base for drug dealing, often in multi-occupancy or social housing properties.

Signs include:

- An increase in unknown people entering or leaving a home or taking up residence
- A neighbour who hasn't been seen for an extended period
- Windows covered or curtains closed for a long period
- Change in resident's mood and/or demeanour (for example, secretive, withdrawn, aggressive or emotional)
- Substance misuse and/or drug paraphernalia
- Increased anti-social behaviour.

If cuckooing is suspected, then any concerns must be reported in line with our safeguarding procedures.

d. Prevent Duty & Radicalisation

We are alert to signs of radicalisation and extremism. Indicators include:

- Isolation from peers.
- Expression of extremist views.
- Fixation on ideology or hatred.

Referrals to the Channel Panel may be made as part of Prevent duties.

e. Domestic Abuse & Operation Encompass

We participate in Operation Encompass, which notifies the DSL of police-attended domestic abuse incidents. This enables us to provide immediate support and monitor the child's well-being.

f. Honour-Based Abuse, Forced Marriage, and HBV

We recognise that HBV, including forced marriage, is a safeguarding issue and not a cultural norm. Staff are trained to identify risk indicators, such as:

- Sudden family travel plans.
- Expressions of fear about marriage or cultural punishment.

All concerns are treated as child abuse and referred accordingly.

g. Fabricated or Induced Illness (FII)

FII involves a parent or carer deliberately exaggerating or inducing illness in a child. Staff are trained to:

- Recognise patterns of frequent medical visits.
- Monitor unexplained symptoms not observed by professionals.
- Record inconsistencies between reported and observed behaviour.

All concerns are treated as child abuse and referred accordingly.

h. Children Missing Education (CME)

Children missing from nursery without a valid reason are flagged for possible safeguarding concerns, especially where patterns of absence develop. DSLs will:

- Contact parents promptly.



- Notify the Local Authority where appropriate (e.g., where EY funding is involved).

- Record absences in line with our Child Attendance Policy.

i. Child on child Abuse, Upskirting, and Sexual Violence

We are alert to all forms of child on child abuse, including:

- Bullying (including online).
- Sexual harassment or violence.
- Upskirting (a criminal offence under the Voyeurism Act 2019).

All disclosures are taken seriously and recorded appropriately. Support for both victims and perpetrators is offered in line with government guidance.

j. Looked After Children (LAC)

We ensure Looked After Children receive targeted support and positive interactions to promote emotional stability and resilience. The DSL/ manager liaises with the senior leadership team and social workers as needed, and Personal Education Plans (PEPs) are maintained.

k. Online Safety

Children are increasingly vulnerable to online risks. We implement robust policies on:

- Use of mobile phones.
- Supervised use of technology.
- Filtering and monitoring.
- Educating staff and children about online safety.

There are four main areas of risk associated with online safety:

- **Content** - being exposed to illegal, inappropriate or harmful material such as pornography, fake news, racist or radical and extremist views
- **Contact** - being subjected to harmful online interaction with other users such as commercial advertising or adults posing as children or young adults
- **Conduct** - personal online behaviour that increases the likelihood of, or causes, harm, such as making, sending and receiving explicit images and online bullying
- **Commerce** - risks such as online gambling, inappropriate advertising, phishing and or financial scams.

Report online safety concerns to the DSL and to the Child Exploitation and Online Protection Centre (CEOP):

<https://www.ceop.police.uk/Safety-Centre/>

Inappropriate content received via email must be reported to the DSL and to the Internet Watch Foundation (IWF): <https://www.iwf.org.uk/>

l. Contextual safeguarding



As young people grow and develop, they may be vulnerable to abuse or exploitation from outside their family. These extra-familial threats might arise at nursery and other educational establishments, from within peer groups, or more widely from within the wider community and/or online.

As part of our safeguarding procedures we will work in partnership with parents and other agencies to work together to safeguard children and provide the support around contextual safeguarding concerns.

m. Child trafficking and modern slavery

Child trafficking and modern slavery is when children are recruited, moved, transported and then exploited, forced to work or are sold.

For a child to have been a victim of trafficking there must have been:

- Action: recruitment, transportation, transfer, harbouring or receipt of a child for the purpose of exploitation
- Purpose: sexual exploitation, forced labour or domestic servitude, slavery, financial exploitation, illegal adoption, removal of organs.

Modern slavery includes slavery, servitude and forced or compulsory labour and child trafficking. Victims of modern slavery are also likely to be subjected to other types of abuse such as physical, sexual and emotional abuse.

Signs and symptoms for children include:

- Being under control and reluctant to interact with others
- Having few personal belongings, wearing the same clothes every day or wearing unsuitable clothes
- Being unable to move around freely
- Appearing frightened, withdrawn, or showing signs of physical or emotional abuse.

If child trafficking or modern slavery are suspected, then any concerns must be reported in line with our safeguarding procedures.

n. Child abuse linked to faith or belief (CALFB)

Child abuse linked to faith or belief (CALFB) can happen in families when there is a concept of belief in:

- Witchcraft and spirit possession, demons or the devil acting through children or leading them astray (traditionally seen in some Christian beliefs)
- The evil eye or djinns (traditionally known in some Islamic faith contexts) and dakini (in the Hindu context)
- Ritual or multi-murders where the killing of children is believed to bring supernatural benefits, or the use of their body parts is believed to produce potent magical remedies
- Use of belief in magic or witchcraft to create fear in children to make them more compliant when they are being trafficked for domestic slavery or sexual exploitation
- Children's actions are believed to have brought bad fortune to the family or community.

If CALFB is suspected, then any concerns must be reported in line with our safeguarding procedures.



Safe touch

Our staff are trained to interact with the children in a respectful and positive way. Positive touch says, 'I care about you', 'I'm pleased to see you', 'I notice that you are upset', 'I'm listening to you' and 'I am a safe place'.

- Practitioners will not scoop young children up in their arms and cuddle them at will.
- They will respect the child's space and autonomy – but when the child wants or needs a cuddle or a lap to sit on, the practitioner, like any good parent, will offer this.
- Staff and students are made aware during their induction that we operate an open door policy which is there to protect both the child and them. Open door means that our staff are never in total isolation with a child. When children need personal hygiene care our toilets and changing facilities are within sight or listening of other members of staff at all times.
- We recognise that children need males and females in caring roles, and it is important that they see affectionate men and women.
- Parents are always welcome to come into nursery, they can see how children are comforted, lifted and handled throughout the day

Confidentiality and information sharing

We are bound by the Data Protection Act 2018 and the UK GDPR. However, where a child's welfare is at risk, safeguarding concerns override data protection regulations. Information is shared securely, on a need-to-know basis, with relevant agencies.

Whistleblowing in a safeguarding context

While the setting has a separate whistleblowing policy, this is a summary that outlines the process when there is a concern that safeguarding issues have not been reported or followed correctly. It does not replace the whistleblowing policy and should be read in conjunction with that policy.

Whistleblowing is a term that is used when staff want to report a concern within their organisation that involves their manager or a person senior to them in the organisation which may prevent them from following the normal reporting systems.

There are a limited number of areas that can be called whistleblowing, and the policy protects staff from being punished for raising concerns. Within this setting **Shannon Ralph** is responsible for all staff. If you are concerned that any member of staff within the setting is not following safeguarding processes or behaving in a way that is placing children at risk, you should, in the first place, make the Owner/Provider aware.

If your concern is about the Owner/Provider, you should raise this with Shannon Ralph (Manager & DSL). If you would prefer to raise your concerns outside of the setting, then you are able to contact Birmingham City Council whistleblowing line on 01213037602 or email whistleblowing@birmingham.gov.uk or contact Ofsted.

Site Security

All staff members have a responsibility to ensure our buildings and grounds are safe, this includes ensuring the safety of any visitors into setting.

Regular and thorough risk assessments are carried out. Hazards are made safe and/or removed.

Our visitor policy is saved in the Staff Handbook and a printed copy is displayed by the door, along with copies of our Visitor Safeguarding Guide.

The setting will not accept the behaviour of any individual, parent or anyone else, that threatens setting



security or leads others, child or adult, to feel unsafe. Such behaviour will be treated as a serious concern and may result in a decision to refuse the person access to the setting site.

Safeguarding and The Curriculum

In this setting we ensure the content of the curriculum includes social and emotional aspects of learning. We use all opportunities to teach children about how they can keep themselves and others well and safe from harm, in an age-appropriate way.

Promoting Educational Outcomes

There is a culture of high aspirations for children where safeguarding and welfare has been an issue. Staff will understand their development needs, promote educational outcomes, progress and attainment, and identify the challenges that children in this group might face. Additional academic support and adjustments will be made to best support these children. Where a child has a Social Worker, staff will work closely with the Social Worker to ensure the child makes progress and reaches their full potential.

Disguised compliance

refers to parents or caregivers pretending to cooperate with social workers or other professionals to avoid suspicion and intervention, rather than actually making meaningful changes to address their child's needs. Professionals need to be wary of signs like temporary improvements, focus on outcomes for the child, and maintain curiosity to ensure they are addressing the underlying issues and not just the presented behaviour.

Legal Framework

This policy is based on the following legislation and statutory guidance:

- Children Act 1989 & 2004
- Working Together to Safeguard Children (2023)
- Keeping Children Safe in Education (2024)
- The Prevent Duty (2015)
- Female Genital Mutilation Act (2003) and Serious Crime Act (2015)
- Data Protection Act (2018) & UK GDPR
- Safeguarding Vulnerable Groups Act (2006)
- Education Act 2002
- Counter Terrorism and Security Act (2015)
- Voyeurism (Offences) Act 2019
- Children and Social Work Act 2017
- Multi-agency statutory guidance on FGM
- Local Safeguarding Partnership Procedures

Safeguarding is every one responsibility!