

# Pioneer Childcare

## **Designated Safeguarding Lead Policy**

The role of the Designated Safeguarding Person was specified in the Children Act 2004 and ensured every organisation had a “named person” for safeguarding children and young people. Prior to that, the role had frequently been known as the Child Protection Officer. The Designated Safeguarding Person has a responsibility at both a strategic level within the organisation and on a day-to-day basis.

The Designated Safeguarding Leads within Pioneer Childcare are Jo Wilkins, Amy Watson, Sam Blasco, and Demi Fox.

### **Key Aspects of the Designated Safeguarding Lead role include:**

- Making sure all staff are aware how to raise safeguarding concerns.
- Ensuring all staff understand the symptoms of child abuse and neglect.
- Referring any concerns to social care.
- Monitoring children who are the subject of child protection plans.
- Maintaining accurate and secure child protection records.

### **Role of the Designated Safeguarding Lead**

Governing bodies and proprietors should ensure that the Company designates an appropriate senior member of staff to take lead responsibility for child protection. This person should have the status and authority within the Company to carry out the duties of the post including committing resources and, where appropriate, supporting and directing other staff. The broad areas of responsibility for the designated safeguarding lead are:

### **Managing referrals**

To ensure the reporting of suspected abuse to the local authority children’s social care and:

- The designated officer(s) for child protection concerns (all cases which concern a staff member).
- Disclosure and Barring Service (cases where a person is dismissed or left due to risk/harm to a child); and/or Police (cases where a crime may have been committed).
- Ensure that headteacher’s or principals are informed of issues, especially ongoing enquiries under section 47 of the Children Act 1989 and police investigations.
- Act as a source of support, advice, and expertise to staff on matters of safety and safeguarding and when deciding whether to make a referral by liaising with relevant agencies.

### **Training**

The designated safeguarding lead should receive appropriate training carried out every three years in order to:

- Understand the assessment process for providing early help and intervention, for example through locally agreed common and shared assessment processes such as early help assessments.
- Have a working knowledge of how local authorities conduct a child protection case conference and a child protection review conference and be able to attend and contribute to these effectively when required to do so.
- Ensure each member of staff has access to and understands the Company’s child protection policy and procedures, especially new and part time staff.
- Be alert to the specific needs of children in need, those with special educational needs and young carers.
- Be able to keep detailed, accurate, secure written records of concerns and referrals.
- Obtain access to resources and attend any relevant or refresher training courses.
- Encourage a culture of listening to children and taking account of their wishes and feelings, among all staff, in any measures the Company may put in place to protect them.

### **Raising Awareness**

The designated safeguarding lead should ensure the Company's policies are known and used appropriately to:

- Ensure the Company's safeguarding policy is reviewed annually, and the procedures and implementation are updated and reviewed regularly, and work with governing bodies or proprietors regarding this.
- Ensure the safeguarding policy is available publicly and parents are aware of the fact that referrals about suspected abuse or neglect may be made and the role of the Company in this.
- Link with the local LSCB to make sure staff are aware of training opportunities and the latest local policies on safeguarding.
- Where children leave our care, ensure their child protection file is transferred to the new school or college as soon as possible via their primary school and the SENCO lead.

**Related Policies: see also Safeguarding Children and Prevent Policies**

This policy was adopted by: Pioneer Childcare Ltd	Date: 25 <sup>th</sup> January 2025
To be reviewed: 24 <sup>th</sup> January 2026	Signed: <i>J. Wilkins</i>