Walsall Childcare Hub
Safeguarding Children Policy

Registered with Ofsted on: Compulsory and Voluntary parts of the Childcare Register only.
Reviewed: 14 October 2026
Next planned review: 14 October 2027, or sooner following an incident, change in guidance, registration or local procedures.

1. Safeguarding responsibility and named people

The safety and welfare of every child attending Walsall Childcare Hub is our first priority. We work to protect children from abuse, neglect, exploitation and harm, including online harm, and act promptly whenever we have concerns. This policy applies to all people caring for children or otherwise working at the setting.

Named safeguarding team: Sohial Ali Ghalib; Khurram Hussain; Fatemah Bibi; Nahyhama Iqbal; Arousa Kauser.

Responsible safeguarding person: Sohial Ali Ghalib, as named in the previous setting policy. The precise lead/deputy roles and cover arrangements for the other four named staff must be confirmed by the provider and communicated to all staff. Any adult may contact children's social care or police directly where necessary; no one should delay a referral while waiting for a designated person.

2. Walsall emergency and referral contacts

Concern / agency	Contact details
Immediate danger / criminal emergency	Police: 999
Walsall MASH – child safeguarding referrals	0300 555 2866 I MASH@walsall.gov.uk
Out of hours children's services	0300 555 2922 (alternative 0300 555 2836)
Walsall Local Authority Designated Officer (LADO)	lado@walsall.gov.uk I 01922 652322 / 07707 151435
LADO alternative published council numbers	01922 654040 / 07432 422205 (contact route varies by publication)

For a child safeguarding concern, professionals should submit Walsall Council's online safeguarding referral form. Where urgent, telephone MASH as well as making the written referral. The LADO contact is for allegations or concerns about an adult who works with children. Published LADO telephone details are inconsistent; the central email is provided and telephone routes should be checked before use.

3. Recognition of concerns

Staff are alert to physical, emotional and sexual abuse, neglect, domestic abuse, discriminatory abuse, bullying and child-on-child abuse, sexual and criminal exploitation, grooming, radicalisation, forced marriage, female genital mutilation (FGM), inappropriate online contact and coercion. We are alert to the additional vulnerabilities of children with disabilities or communication needs and do not explain away worrying signs as simply a disability or behavioural issue.

Indicators may include unexplained injuries, changes in behaviour, deteriorating wellbeing, fear of a particular person, unsafe contact online, worrying statements or repeated unexplained absence. Any concern is recorded and acted on, even without proof.

4. Reporting, disclosures and referrals

• Listen calmly and take a child seriously; reassure them they were right to speak up. Do not promise secrecy, investigate, press for details or ask leading questions.

• Record exact words where possible, date, time, persons present, visible injuries or behaviour, facts separately from opinion, action and persons contacted. Sign and securely store the record.

• Pass concerns to the named safeguarding person promptly. Refer without delay to Walsall MASH where a child may be at risk of harm; call police on 999 if there is immediate danger.

• Discussing with parents is usual where safe, but do not inform them first where this could increase risk or impede an investigation. Follow advice from children's social care or police.

• If a referral is not acted on or risk remains, escalate again to MASH or police. Staff can refer directly, including where the concern relates to the safeguarding lead.

5. Allegations against adults and whistleblowing

Concerns that a member of staff, volunteer, childminder, person living or working on the premises, or another adult in a position of trust has harmed or may pose a risk to a child must be reported immediately to the responsible person or directly to the LADO if the responsible person is implicated. Seek LADO advice promptly, ordinarily within one working day; do not carry out a personal investigation. Take immediate steps to protect children, preserve records and cooperate with statutory agencies. Notify Ofsted of relevant significant events or allegations within the applicable regulatory time limit, without delaying any urgent referral. If someone believes the setting has not addressed unsafe practice they may raise concerns directly with Ofsted, the LADO, MASH or police. DBS referrals will be made where the legal conditions are met.

6. Safe adults, supervision and recruitment

We undertake the required suitability, identity, qualification, reference and enhanced DBS with barred-list checks, where applicable. Children are not left in unsupervised contact with anyone without the relevant required checks. New team members receive safeguarding induction and training appropriate to their role, including this policy, referral pathways and how to challenge unsafe practice. We maintain supervision arrangements and sufficient competent first-aid cover to comply with the requirements of the relevant parts of the Childcare Register.

7. Online safety, phones and photography

Children's device use is supervised and suitable for their ages and needs. We take reasonable steps to reduce exposure to harmful content, unsafe communication, exploitation and disclosure of personal information. Staff must not use personal devices to photograph children. Photographs or recordings are taken only with suitable written parental consent and agreed setting equipment and are stored securely with restricted access. Smart watches and other recording-capable devices are managed to protect children's privacy and dignity.

8. Attendance, collection and missing children

Attendance and authorised collection arrangements are recorded. We follow up unexpected or prolonged absences promptly, including contact with parents and emergency contacts, assessing risk and referring to MASH or requesting a police welfare check where appropriate. Any child who goes missing from the setting triggers immediate search, police contact where necessary, parental notification, written recording and required reporting.

9. Safe premises, health and personal care

We keep premises, outings, equipment and activities risk assessed and appropriately supervised. We apply suitable food hygiene and allergy controls, obtain dietary and medical information from parents, manage choking risk and give age-appropriate eating supervision. We maintain privacy and dignity during toileting and intimate care while safeguarding children and recording concerns. Medication, accidents and injuries are recorded and parents informed in line with setting procedures. Banned dog breeds as defined in relevant Childcare Register regulations, including XL Bully type dogs, must not be kept or present on registered childcare premises.

10. Confidentiality, records and information sharing

Safeguarding information is recorded accurately, dated, accessible only on a need-to-know basis and securely retained. We share relevant information with statutory safeguarding agencies whenever necessary to protect a child, in

accordance with applicable data protection and safeguarding requirements. We do not promise absolute confidentiality. Records of concerns, decisions, conversations and referrals are maintained separately and securely.

11. Regulatory basis and review

This policy is written for provision on **both the compulsory and voluntary parts of the Ofsted Childcare Register**, not the Early Years Register. It must be followed alongside the conditions for the provider's particular registered category (for example, childminder or daycare provider), current Walsall safeguarding procedures, and relevant law. The provider reviews it annually and immediately after a material change or safeguarding incident; staff must be told of revisions and receive appropriate training.

Reference guidance: Ofsted registration requirements and compulsory/voluntary Childcare Register guidance (September 2026 updates); Walsall Council MASH referral guidance; current Working Together to Safeguard Children guidance; Prevent duty guidance where applicable. Other setting procedures include attendance, complaints, mobile-phone, safer recruitment, medication and accident policies.

12. Adoption and signature

I confirm that this document reflects how safeguarding is carried out in our setting and that named roles, staff training, referrals and local contact details have been checked.

Provider/registered person: SOHIAL ALI GHALIB

Signature: _____ **Date:** 14 October 2026

Policy review record: Reviewed 14 October 2026 | Next planned review 14 October 2027

Operational check before signing: confirm whether the registration is childminder or daycare, confirm roles for Khurram Hussain, Fatemah Bibi, Nahyhama Iqbal and Arousa Kauser, and verify the LADO telephone number with Walsall.