1.a Safeguarding and Child Protection Policy

Safeguarding, child protection and welfare — group/school-based early years provision

Mini Adventures | Updated September 2026 | Review September 2027
Named safeguarding leads

Designated Safeguarding Lead (DSL)	Teresa Cancelliere / Samantha White
Deputy DSL	Julie Cramp
Provider / Management	Mini Adventures

1. Purpose and commitment

Mini Adventures is fully committed to safeguarding and promoting the welfare of every child. The welfare of the child is paramount. Safeguarding is everyone's responsibility and every adult working with children must be alert to concerns, act promptly and share information appropriately.
This policy applies to all staff, students, volunteers, agency workers, contractors and visitors as appropriate. It is read alongside the setting's other policies, the Leicester, Leicestershire and Rutland safeguarding procedures, and the current EYFS statutory framework.

2. Legal and statutory framework

Early Years Foundation Stage (EYFS) statutory framework for group and school-based providers, effective from 1 September 2026.
Working Together to Safeguard Children 2026.
Prevent duty guidance for England and Wales.
Children Act 1989 and Children Act 2004.
Childcare Act 2006 and Early Years Foundation Stage (Welfare Requirements) Regulations 2012.
Safeguarding Vulnerable Groups Act 2006 and current DBS/barred-list requirements.
Data Protection Act 2018, UK GDPR and relevant provisions of the Data (Use and Access) Act 2025.
Equality Act 2010, Human Rights Act 1998 and relevant health and safety legislation.
Relevant Leicester, Leicestershire and Rutland Safeguarding Children Partnership procedures.
Keeping Children Safe in Education (KCSIE) is statutory guidance for schools and colleges. Although it is not itself the statutory framework for a non-school preschool, Mini Adventures uses it where helpful as good safeguarding practice.

3. Safeguarding responsibilities
Provider / management

Ensure effective safeguarding arrangements and sufficient resources and training.
Ensure the DSL has authority, time, support and access to appropriate safeguarding advice.
Ensure safer recruitment and ongoing suitability procedures are followed.

Ensure allegations against adults are managed through the LADO and safeguarding procedures.
Ensure required notifications are made to Ofsted and other agencies.
Review this policy at least annually and after significant legislative or safeguarding changes.

DSL / Deputy DSL

Take lead responsibility for safeguarding and liaise with children's social care and safeguarding partners.
Provide advice and support to staff and maintain oversight of safeguarding concerns and referrals.
Ensure safeguarding records are accurate, secure and sufficiently detailed.
Ensure staff receive appropriate safeguarding training and ongoing support.
Make or support referrals to children's social care, police, Early Help, Prevent or other agencies as appropriate.
Ensure the setting follows local safeguarding procedures and uses professional challenge where necessary.

All staff, students and volunteers

Read and understand this policy and complete the required induction and safeguarding training.
Remain alert to signs of abuse, neglect, exploitation and other welfare concerns.
Report concerns immediately and record them factually.
Maintain professional boundaries and never ignore, minimise or delay a concern.
Follow confidentiality and information-sharing procedures.

4. Types of abuse and safeguarding concerns

Physical abuse, emotional abuse, sexual abuse and neglect.
Domestic abuse and exposure to domestic abuse.
Child sexual exploitation and child criminal exploitation, including county lines.
Female genital mutilation, forced marriage and honour-based abuse.
Modern slavery and trafficking.
Online abuse, grooming, harmful content and inappropriate images.
Bullying, discriminatory behaviour and harmful sexual behaviour between children.
Radicalisation and extremism under the Prevent duty.
Mental health or wellbeing concerns, parental difficulties and substance misuse where these may affect a child's safety or welfare.
Safeguarding concerns affecting children with SEND or communication difficulties, recognising that some children may face additional barriers to reporting or being understood.
Staff do not need to prove abuse has occurred. A concern, disclosure, pattern of behaviour or change in presentation may be sufficient to require advice or referral.

5. Responding to a concern or disclosure

Make sure the child is safe and seek emergency help if required.
Listen calmly and allow the child to speak in their own words.

Take the child seriously and reassure them that they have done the right thing by telling an adult.
Do not promise secrecy or confidentiality.
Do not investigate, interview or ask leading questions. Only use open, minimal questions necessary to clarify what the child has said.
Record the child's words as accurately as possible, together with date, time, observations and actions taken.
Report the concern to the DSL immediately. If the DSL is unavailable or implicated, report to the Deputy DSL, children's social care or police as appropriate.
If there is an immediate risk of harm, contact emergency services / children's social care without waiting for management.

6. Referrals and information sharing

If there are concerns about a child's safety or welfare, the setting must immediately notify the local authority children's social care team in line with local procedures and contact the police in an emergency. Information will be shared lawfully, proportionately and on a need-to-know basis to safeguard children.
Consent is not a pre-condition to sharing safeguarding information where there is a lawful basis to share without consent, including where seeking consent would place a child at increased risk. Staff must seek advice from the DSL and/or relevant safeguarding professionals when unsure.

7. Allegations against staff, volunteers or other adults

Any allegation that an adult working with or around children may have harmed a child, or may otherwise pose a risk to children, must be reported immediately to the DSL/provider and managed under the Leicester, Leicestershire and Rutland allegations procedures. The setting will not conduct its own investigation before obtaining appropriate advice.
The DSL/manager will contact the Local Authority Designated Officer (LADO) without delay where the allegation meets the relevant threshold, or seek LADO advice where uncertain.
The setting will cooperate with the LADO, children's social care and police and will follow any directions regarding suspension, alternative duties or investigation.
The setting will notify Ofsted of allegations of harm or abuse by anyone living, working or looking after children at the premises, whether the alleged incident occurred on the premises or elsewhere. Notification must be made as soon as reasonably practicable and within 14 days at the latest, together with the action taken.
Where required, the setting will make a referral to the Disclosure and Barring Service if a person is dismissed or would have been dismissed because they harmed a child or put a child at risk of harm.

8. Low-level concerns and professional conduct

Mini Adventures promotes an open culture in which staff can report behaviour that is inconsistent with professional standards or causes concern, even where it does not meet the threshold for an allegation. Low-level concerns will be recorded, reviewed,

addressed and monitored for patterns. The purpose is learning, early intervention and maintaining safe professional boundaries.

9. Whistleblowing

Staff, students and volunteers must be able to raise concerns about unsafe practice, poor safeguarding culture or failure to act. Concerns should normally be raised with management/DSL, but staff may use external routes where they cannot safely raise the concern internally or believe it has not been addressed.
Ofsted: 0300 123 1231 / enquiries@ofsted.gov.uk
NSPCC Whistleblowing Advice Line: 0800 028 0285 / help@nspcc.org.uk
Relevant local authority safeguarding or LADO arrangements.

10. Attendance and missing children

The setting will follow up unexplained or prolonged absence promptly, taking account of the child's vulnerability, family circumstances and patterns of absence. Staff will contact parents/carers and emergency contacts as appropriate and escalate safeguarding concerns to children's social care and/or request a police welfare check where necessary. The setting's Attendance and Missing Child procedures provide the operational steps.
The previous fixed 'Day 1 / Day 2 / Day 3' approach is not treated as a legal rule: professional judgement and the child's circumstances determine how quickly concerns are escalated.

11. Online safety, devices and children's screen use

Only authorised setting devices may be used to photograph or record children, in accordance with parental permissions and the setting's privacy arrangements. Personal phones, tablets and smart watches must not be used to photograph, record or communicate with children.
Staff must follow the setting's acceptable-use and social-media procedures.
Children's access to digital devices and screens must be age-appropriate, supervised and consistent with the EYFS requirement to have regard to children's screen use.
The setting will take reasonable steps to reduce exposure to harmful or inappropriate content and respond to online safeguarding concerns.

12. Prevent duty

Mini Adventures has due regard to the Prevent duty and will recognise that children and families can be vulnerable to radicalisation or extremist influence. Staff will complete appropriate Prevent awareness training, report concerns to the DSL and seek advice through local Prevent arrangements where appropriate. The setting promotes democracy, the rule of law, individual liberty, mutual respect and tolerance.

13. Safer recruitment and ongoing suitability

Identity, qualifications, references, employment history, right-to-work and other required checks will be completed before appointment.

Required enhanced DBS and barred-list checks must be completed before staff or relevant volunteers begin regulated work or have unsupervised contact with children, subject to the limited statutory exceptions for genuinely occasional supervised volunteers.
At least one written reference will be obtained before recruitment, with appropriate checks on its source and content.
Staff and prospective staff must disclose information that may affect suitability, including relevant arrests, charges, convictions, cautions or other matters as required by the EYFS.
The setting will keep records of checks, qualifications and references.
Where required, the setting will make a DBS barring referral if a person is dismissed, or would have been dismissed, because of harm or risk of harm to a child.

14. Students, volunteers and visitors

All visitors sign in and are supervised as appropriate.
Students and volunteers are subject to suitability checks appropriate to their role and must follow safeguarding procedures.
No person whose suitability has not been established will be given unsupervised contact with children.
The setting will apply current DBS/barred-list requirements, including the 2026 changes affecting regulated activity.

15. Safeguarding children with SEND

Children with SEND may face additional safeguarding barriers. Staff will consider communication needs, dependence on adults, social isolation and other vulnerabilities and will make reasonable adjustments so children can communicate concerns and participate in safeguarding processes.

16. Safeguarding records and confidentiality

Records will be factual, dated, signed/attributed and include the concern, exact words where relevant, actions and decisions.
Safeguarding records will be kept securely and separately from general records where appropriate.
Access is restricted to people with a professional need or legal right to see the information.
Information will be shared promptly where necessary to protect a child; confidentiality must never be used to prevent lawful safeguarding action.

17. Local safeguarding contacts

Service	Contact
Leicestershire First Response Children's Duty	0116 305 0005 (24 hours)
LADO – Leicestershire County Council	CFS-LADO@leics.gov.uk / 0116 305 4141 (office hours)
Early Help / Children & Family Wellbeing	0116 305 8727
Police emergency	999

Police non-emergency	101
Ofsted	0300 123 1231 / enquiries@ofsted.gov.uk
NSPCC safeguarding helpline	0808 800 5000
NSPCC Whistleblowing Advice Line	0800 028 0285 / help@nspcc.org.uk

For new LADO referrals, use the current Leicestershire County Council online referral route. Contact details should be checked against the local authority website if this policy is printed for long-term use.

18. 2026-specific premises and safeguarding requirements

The setting will not provide registered childcare on premises where a banned dog breed is kept or present, in accordance with the EYFS requirements.
Where childcare is provided on domestic premises, the provider will notify Ofsted of relevant changes to people aged 16 or over living or working on the premises, as required.
The provider will comply with current EYFS notification requirements for significant events and changes affecting suitability or the provision.

19. Training, supervision and review

All practitioners receive safeguarding induction and training appropriate to their role.
Safeguarding training will be renewed at least every two years, with additional updates/refresher training where needed.
The DSL will undertake training meeting the current EYFS criteria and provide ongoing support and guidance to staff.
Staff supervision will provide opportunities to discuss safeguarding, child development, wellbeing and professional practice.
At least one current paediatric first aider will be available on the premises whenever children are present and on outings, in accordance with the EYFS.

This policy is reviewed annually and sooner following significant legislative, local procedural or safeguarding changes.

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