

Nursery Days/Kids Days What to do if you have a concern about a child



1. If you have a concern about a child's Physical, Sexual and Emotional welfare then speak to the Child Protection Officer or duty Nursery Supervisor immediately.
2. The incident/concern will be discussed and recorded using the relevant forms and diagrams.
3. The incident will be discussed with the parent unless it is agreed that by doing so you will put the child in immediate harm or danger.
4. Parents/guardians will be shown the completed forms and asked to sign. Any explanation offered by the parent will be recorded.
5. If there appear to be any queries regarding the injury the local authority will be contacted and you will ask for a CONSULTATION with the duty Child Protection Officer.
6. After receiving advice from the officer you will then need to decide if a WRITTEN REFERRAL will be made.
7. At all times you must observe and respect the Nursery Days confidentiality policy.

Please refer to the Safeguarding Policy for more information.

This policy links to:

EYFS Unique story 1.4 Health and well-being

EYFS Positive relationships 2.1 Respecting each other

EYFS Statutory requirements – The provider must take necessary steps to safeguard and promote the welfare of children - Safeguarding

ECERS-R and ITERS - Personal care routines

Every child matters - Stay safe

This procedure was adopted on September 2008

Signed _____

To be reviewed: 1st review 25th August 2009, 2nd review August 2010