Allegations of Abuse Against Staff Policy

We will take precautions to protect ourselves from this happening by:   
Ensuring all household and staff members over 16 are CRB/DBS checked and cleared. CRB's are still valid however future checks will be DBS checks and will be signed up to the update servcice.  
Ensuring all visitors to the house sign the visitors log (which is available for you to look at) and do not have unsupervised access to the children under any circumstances.

We will not leave a minded child in a room alone with a visitor, unless we know they have been CRB/DBS cleared, for example another Ofsted Registered childminder.   
We will not allow any visitors to take my minded children to the toilet or change their nappies.   
We will request identification from all visitors not known to us and will refuse entry if we are unsure of them.   
We will endeavour, when possible, to arrange for any maintenance work to the property to be carried out at weekends and during non-minding hours, however this is not always possible so workman will be supervised.  
Document every accident and incident that occurs whilst in mourcare, informing parents and requesting them to sign our records.   
Noting any marks on the children when they arrive and asking parents to inform us of any accidents that have occurred whilst outside our care.   
Ensuring the children are supervised at all times.

However, in the event that a concern is raised or an allegation is made we will then follow the procedure detailed below.   
  
We will follow the local safeguarding children's board procedure and inform the LADO (Local Authority Designated Officer) within one working day and Ofsted within 14 days, but as soon as possible following their advice as to whether to continue working.   
We will gain support and professional advice from the following organisations:   
Our insurance company Morton Michel   
Solicitor   
Ofsted   
Local Early Childhood Services   
We will write a detailed record of all related incidents, including what was said and by whom, with times and dates.   
We will ask any witnesses (if there were any) to also write a statement detailing the incident they witnessed and giving their contact details in case it needs to be followed up by the authorities. We will note it as a formal complaint and keep a record of it.

We will handle all data under the GDPR requirements