

CHILD PROTECTION POLICY

A CHECK LIST

An effective policy will include:

TOPIC	Y/N	Comment
Roles and responsibilities of individual practitioners and managers in safeguarding and promoting the welfare of children;		
The name of a practitioner who has lead responsibility for safeguarding children , plus their role and responsibilities;		
The steps to be taken when a concern about a child's welfare or safety is raised, including how this will be recorded;		
The procedure for referring concerns about a child's welfare to local statutory children's services agencies, social services or the police;		
Procedures to be followed in the event of an allegation being made against a member of staff or volunteer;		
Arrangements for sharing information with parents about safeguarding children procedures prior to their child joining the setting;		
How and under what circumstances parents will be informed about concerns and any actions taken;		
How confidentiality and information sharing will be managed;		
How practitioner's knowledge of safeguarding children will be kept up to date, for instance by including issues in induction training and providing regular access to training in safeguarding and promoting the welfare of children.		

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