

PROCEDURE FOR ALLEGATIONS OF ABUSE AGAINST A CHILDMINDER

As a Childminder, working alone I am more vulnerable to allegations of abuse being made against my family or me. I will take precautions to protect myself from this happening by:

- Ensuring all household members over 16 are DBS (Disclosure & Barring Service) checked and cleared.
- Ensuring all visitors to the house sign the visitor's book and do not have unsupervised access to minded children.
- I will not leave a minded child in a room alone with a visitor, unless I know they have been CRB/DBS cleared, for example another Ofsted Registered Childminder.
- I will request identification from all visitors not known to me and will refuse entry if I am unsure of them.
- I will endeavour, when possible, to arrange for any maintenance work to my property to be carried out at weekends and during non-minding hours. From time to time, workmen may be present during childminding hours, for example to undertake emergency repairs.
- Document every accident and incident that occurs whilst in my care, informing parents and requesting them to sign my records.
- Noting any marks on the children when they arrive and asking parents to inform me of any accidents that have occurred whilst outside my care.
- Ensuring the children are supervised appropriately and within my sight or sound at all times, where necessary with the aid of a baby monitor.
- Keeping accurate records on each child and writing a daily diary.

However, sometimes allegations are made and this unfortunate situation cannot be avoided. I will then follow the procedure detailed below.

- I will refer to the flowchart provided by Cambridgeshire County Council and follow the Cambridgeshire Local Safeguarding Children Board (LSCB) procedure.
- I will inform LADO (Local Authority Designated Officer) 01223 727967 within one working day and Ofsted within 14 days, but as soon as possible following their advice as to whether to continue working.
- I will gain support and professional advice from the following organisations:
 - My insurance company
 - Ofsted
 - PACEY Legal Advice Line
 - Local Early Childhood Services

I will write a detailed record of all related incidents, including what was said and by whom, with times and dates.

I 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.

As always, if you have any concerns or questions about this policy, please discuss them with me.