

ELIJAH SOCIAL COGNITIVE SKILLS CENTRE

Dr Debora Elijah PhD MA DEA BSc (Hons)

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Child Protection Policy	
Responsible Committee:	CEO of ESCSC Dr Debora Elijah
Policy Coordinator:	Director of ESCSC Nivin Jaber
Date revised:	September 2024
Next review date:	September 2025

General Information

The Elijah Social Cognitive Skills Centre (ESCSC) works with children, parents/carers and the community and ensures the rights and safety of children are met, to be able to give them the very best start in life. The purpose of this policy is to provide a secure framework for the workforce in safeguarding and promoting the welfare of those children who attend the ESCSC.

The policy aims to ensure that:

- All children are safe and protected from harm
- All required procedures and policies are in place to enable children to feel safe and adopt safe practices
- Staff, children, visitors, volunteers and parents/carers are aware of the expected behaviours and the setting's legal responsibilities to promote the safeguarding and welfare of children

Ethos

'Every child deserves the best possible start in life and the support that enables them to fulfil their potential. A secure, safe, and happy childhood is important in its own right.'

Safeguarding at the ESCSC is considered everyone's responsibility and as such our setting aims to create the safest environment within which every child has the opportunity to achieve their full potential. The Elijah Social Cognitive Skills Centre recognises the contribution it can make to ensure that all children who use the setting feel that they will be listened to.

Safeguarding and Welfare Requirement: Child Protection

Providers must have and implement a policy, and procedures, to safeguard children. The Elijah Social Cognitive Skills Centre will do this by working in partnership with other agencies following the 'Working Together to Safeguard Children - March 2013 Act' and seeks to establish effective working relationships with parents/carers and colleagues to develop and provide activities and opportunities that will help to equip children with the skills they need. This will include resources and learning experiences that will encourage our children to develop essential life skills and protective behaviours.

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Responsibilities and expectations

It is the legal responsibility of the ESCSC to ensure that the setting has an effective safeguarding policy in place and monitor that the setting complies with the procedures laid down in this policy. The ESCSC should also ensure that the policy is made available to parents/carers.

It is the responsibility of ESCSC to ensure that all staff and volunteers are DBS checked to ensure they are safe to work with the children who attend the setting. ESCSC needs to check that there are appropriate procedures in place for handling allegations of abuse made against members of staff (including the Manager) or volunteers and ensure the safe and appropriate use of cameras, mobile phones, technology and online equipment within the setting. The ESCSC has appointed a Designated Safeguarding Officer (DSO) who has lead responsibility for dealing with all safeguarding issues in our setting.

The **Designated Safeguarding Officer** is **Dr Debora Elijah**. Dr Elijah works every day of the week. If Dr Elijah is not available, then contact the Deputy Designated Safeguarding Officer **Nivin Jaber**. (These persons can also be contacted with any safeguarding concerns).

It is the responsibility of the DSO to ensure that all safeguarding issues raised in the setting are effectively responded to, recorded, and referred to the appropriate agency. They are also responsible for arranging the whole setting, safeguarding training for all staff and volunteers who work with children and young people in the setting. The DSO must ensure that all staff attend safeguarding training on appointment and at least every three years after. This training can be delivered within the ESCSC, provided that it is linked to the support and quality assurance process offered by the Local Authority.

The DSO is required to attend, where appropriate, all child protection case conferences, reviews, core groups or meetings where issues have been raised concerning a child's safety and welfare. The DSO is required to contribute to multi-agency discussions to safeguard and promote the child's safety and welfare. In cases where the DSO is unavailable to attend, a senior member of staff who has the relevant training and access to appropriate supervision must attend.

Handling Allegations of Abuse Against Staff (Including the Manager)

Any allegation of abuse made against a member of staff, including the Manager, must be reported immediately to the Designated Safeguarding Lead (DSL) or, if the allegation involves the DSL, to the Deputy DSL or Chair of the Board of Trustees. The Local Authority Designated Officer (LADO) must be informed within 24 hours to ensure an independent investigation. The staff member involved will be suspended or reassigned to non-contact duties during the investigation. Confidentiality must be maintained throughout the process, and all actions must comply with statutory safeguarding guidelines and employment laws.

Reporting Safeguarding Concerns

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All staff at the children's centre must report any safeguarding concerns immediately to the Designated Safeguarding Lead (DSL) or their deputy. Concerns should be documented using the centre's safeguarding reporting form, providing detailed and factual information about the concern. If the DSL is unavailable, staff should escalate the concern to the deputy DSL or the local authority safeguarding team without delay. Confidentiality must be maintained, and no staff member should attempt to investigate the issue independently. All concerns must be reported on the same working day to ensure timely intervention.

Review and Amendments

This policy will be reviewed yearly to ensure its effectiveness and relevance.

Amendments to the policy may be made as necessary and all staff should be made aware of the new changes.