



# The Burrow

## Policies and Procedures

### Safeguarding Children



The Burrow Nursery is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Safeguarding children is everyone's responsibility.

## Overarching Statement

### Policy Statement

This document is overarching the Policies and Procedures we have in place to ensure every aspect of The Burrow community is safeguarded.

The Burrow will work with children, parents and the community to ensure the rights and safety of children are promoted at all times, to give them the very best start in life. We are committed to building a 'culture of safety' in which all our staff work together to safeguard and protect the children in our care from abuse and harm in all areas of our provision. Our policies are written following guidance from

- The Surrey Safeguarding Children Partnership (SSCP) – <https://www.surreyscp.org.uk>
  - 'Working Together to Safeguard Children' (HMG 2023) <https://www.gov.uk/government/publications/working-together-to-safeguard-children--2> (App OS1),
  - 'Keeping Children Safe in Education' (HMG2024) [Keeping children safe in education - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/keeping-children-safe-in-education) (App OS2)
  - 'Early Years Foundation Stage Statutory Framework' (DfE 2025)
  - [Early years foundation stage \(EYFS\) statutory framework - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/early-years-foundation-stage-statutory-framework) (App OS3)
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- **Our Designated Safeguarding Lead (DSL)** who oversees all safeguarding, welfare and protection issues:  
**Lynn Mee** - Owner Manager
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- **Our Deputy Designated Safeguarding Lead (DDSL)** who acts with, and in the absence of, the DSL:  
**Emily Berrill** - Deputy Manager
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We follow the Local Safeguarding Children Partnership procedures for recording and sharing concerns.

### Overview

- Our Safeguarding Policies are reviewed annually by the DSL and DDSL, and whenever there is a change to Statutory Guidance
- We ensure all staff, students and volunteers have read and signed to say they understand our key safeguarding policies and procedures
- Parents and carers are made aware of our safeguarding policies and procedures through our induction meetings for new parents and 'Welcome to The Burrow' booklet
- Parents and carers are able to access relevant policies and procedures on our website, and can view others on request

- Safeguarding training is regularly an agenda item for staff meetings
- All staff have an up-to-date knowledge of safeguarding issues
- All staff receive training in Child Protection matters, are aware of signs of abuse and are familiar with the procedures to follow should they consider a child to be at risk
- Staff follow clear and concise policy guidance with regard to persons other than staff entering and leaving the setting
- We have a robust Safer Recruitment policy and procedures ensuring statutory staff ratios, qualifications, and safeguarding checks are in place
- Regular risk assessments are carried out in all areas of the nursery and its practice
- The procedure in the event of a safeguarding concern being raised is signposted throughout the nursery
- Steps are taken to ensure children are not photographed or filmed for any other purpose than to record their development or their participation in events organised by us
- Personal mobile phones are not allowed to be used in any area of the nursery during session times, other than by the owner manager
- We aim to make children, parents, staff and volunteers aware of health and safety issues and to minimise hazards and risks to enable the children to thrive in a healthy and safe environment.

**Our policies ensure our children, staff and the nursery community are safeguarded and protected from abuse and harm in all areas of our provision, and are arranged under the following four key areas:**

1. The Child
2. Health
3. Our Community
4. Staff

A full list of all our policies, included under each of these areas, is available on request.

**Signed:** *L.B. Mee*

**Name:** Lynn Mee

**On behalf of The Burrow Nursery**