

CWLWM NEWSLETTER – AUTUMN TERM 2022



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Welcome to the Cwlwm Autumn Term Newsletter where you will find useful information for the early years, childcare, and playwork sector.



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# 1. Safeguarding Children in your Setting

Within this newsletter special attention is given to safeguarding children. Care Inspectorate Wales have raised concerns with us in relation to staff within some settings not being able to talk through the setting's safeguarding policy and procedure and their individual responsibility, which could impact on a child's welfare.

*Safeguarding means preventing harm and protecting children and adults at risk from abuse or neglect and educating those around them to recognise the signs and dangers of abuse.*

Safeguarding is **everyone's** responsibility, no matter what your role within the childcare setting. It is **everybody's** business, and **everyone** has a role to play.

Every childcare and play setting must have robust policies and procedures in place and these policies and procedures must be adopted and implemented in the day-to-day running of the service. It's important that every member of staff is familiar with their contents and that they are confident in knowing how to deal with any concerns they may have about the welfare of a child, or if a child discloses sensitive information.

## Consider:

**How do you and your staff respond when you do have concerns, no matter how small?**

It is essential that concerns are acted upon. If you're unsure, don't feel listened to, or aren't taken seriously, it is important to raise concerns with your team.



## What to do if you have a concern about a child?

Always refer to the setting's safeguarding policy and procedures.

If you suspect that a child is experiencing or is at risk of [abuse, neglect or other kinds of harm](#), or a claim is made by a child, you should **act at once** by following the procedure as set out by your [Regional Safeguarding Board](#) and the [Wales Safeguarding Procedures](#) and contacting the Duty Officer within the Social Services Department and/or Police.

If staff or anybody else are worried about a **change in a child's behaviour**, or any **signs of minor but inexplicable physical harm**, **always make the call**. If you have any element of uncertainty or concern, ask for advice from the Social Services Duty Officers.

**Remember that picking up the phone to Social Services to seek advice is not a full referral.** If you are in any doubt, they are there to advise you.

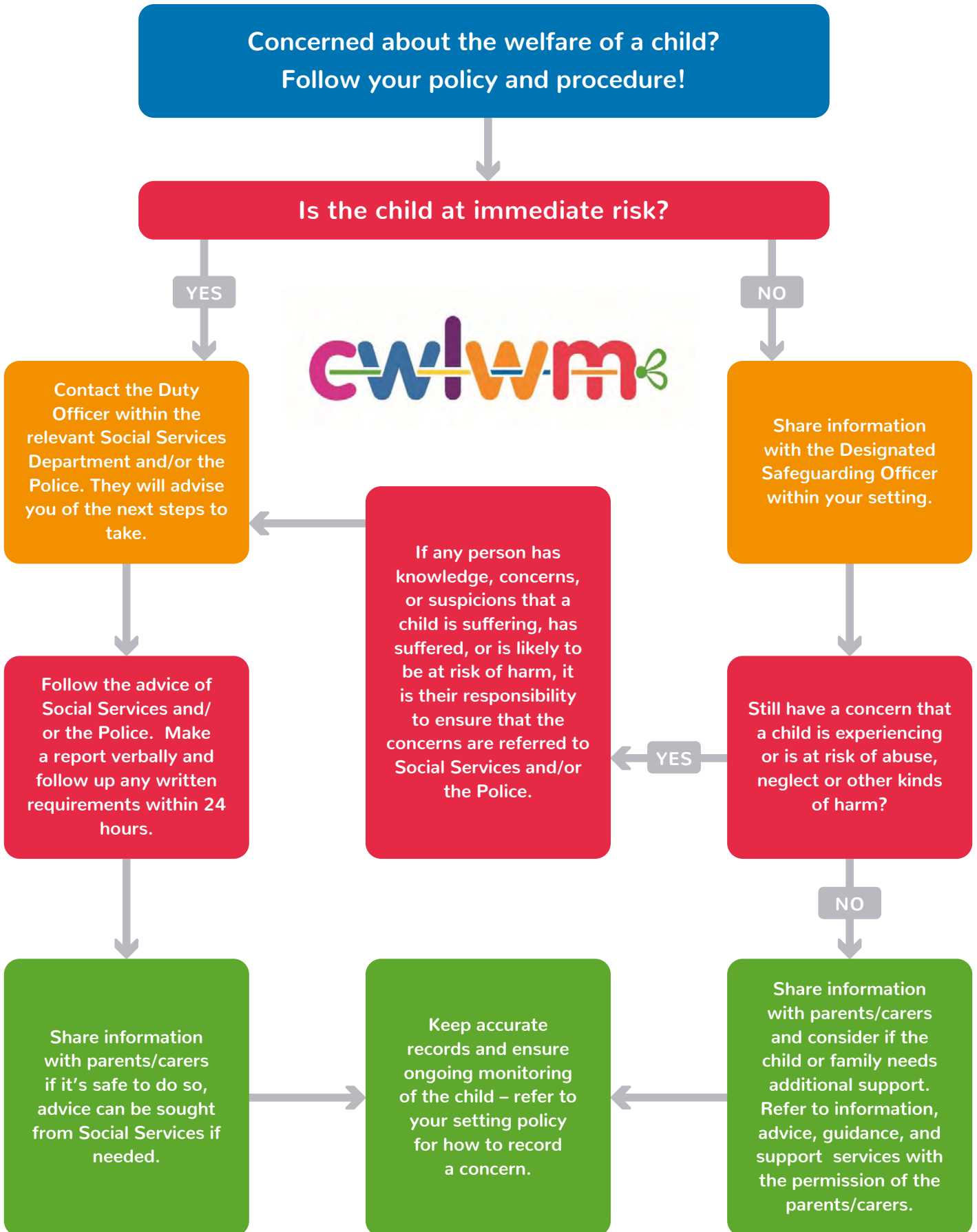
If you need to contact a Social Services department, please ensure you are contacting the Duty Desk for the local authority in which the child lives. The [Regional Safeguarding Boards](#) page contains the relevant links to these.

A full and confidential record should be kept of every situation or concern. All information should be treated in complete confidence and the information should always be kept locked away or protected by a password.



“ If you are in any doubt about reporting concerns don't think 'What if I'm wrong?' think 'What if I'm right?' ”

(NORTH WALES SAFEGUARDING BOARD)





## Protecting a child from abuse is the responsibility of every staff member and volunteer

You should promote an atmosphere and ethos which enables children, staff, and volunteers to express any concerns they have openly.

The Responsible Individual / Registered Person and the Person in Charge are usually the Designated Safeguarding Officers. Sometimes other members of staff take responsibility. They must ensure that staff members and volunteers understand their role in the context of child protection and are confident to act on any concerns.

**It is not the role of childcare settings to investigate concerns.** It is your role to consider the information you have, seek advice and ensure your concerns are passed on.



*Fears about information sharing cannot be allowed to stand in the way of the need to safeguard and promote the welfare of the children at risk of abuse or neglect.*

(NORTH WALES SAFEGUARDING BOARD)

## Whistleblowing

It is important that practitioners do not ignore or dismiss suspicions about another practitioner or colleague who may be abusing, neglecting or causing harm to a child.



Every practitioner has a responsibility to safeguard children and that includes protection from abuse by a professional, paid carer or volunteer. Therefore, the duty to report any concerns about suspected abuse and neglect applies in these situations. This duty also covers situations when abuse is only suspected.

All childcare, early years and play professionals have a responsibility to report suspected abuse or concerns regarding the way in which children are being cared for, regardless of whom they will be reporting.

Any instances of poor practice amongst the workforce should also be reported – while an individual may not be assessed as perpetrating abuse, they may still present a risk to children due to their behaviour, practice or attitude.

**Share your concerns as soon as possible** and follow up afterwards. It is important that you follow your setting’s policies and procedures.

Further information, including resources, are available below. You can contact your relevant childcare or play umbrella organisation for support; however you need to ensure this is **not your first point of call** if you believe a child is at risk. As highlighted above, if you suspect that a child is experiencing or is at risk of abuse, neglect or other kind of harm, or a claim has been made by a child, you should act at once by following the procedure as set out by your Regional Safeguarding Board and the Wales Safeguarding Procedures, by contacting the Duty Officer within the Social Services Department and/or Police.

## Responding to concerns regarding the well-being of children

Every setting has several policies and procedures to safeguard children which explain how they ensure that each child in their care is safe, content, and thriving.

Nevertheless, there are occasions where concerns about the well-being of children arise.

### **Consider whether the child is in need of care or support?**

Seek further information, advice and support with the permission of parents/carers. This could include your local authority, membership organisation, or health professional such as a health visitor.

Monitor the child and work with parents/carers to provide additional support or prevention services if needed.





## Care Inspectorate Wales (CIW) – Safeguarding Article



Safeguarding children is everyone's responsibility. All organisations that come into contact with children, or use childcare services have a responsibility to help keep them safe from harm. Care Inspectorate Wales plays a vital role in ensuring children who use services are protected by the people and organisations providing them with a childcare service.

All settings have statutory duties to operate in a way that takes account of the need to safeguard and promote the welfare of children. Here are some top tips in relation to good practice in safeguarding.

- [Wales Safeguarding Procedures 2020](#) provide the framework for the protection of children. It is a good source of information on the process, actions and responsibilities needed to protect children.
- Ensure that your child protection policy includes all information required by regulation and the National Minimum Standards for Regulated Childcare.
- Leaders and staff should all have a good working knowledge of the setting's child protection policy and procedures.
- Record all concerns and store them securely and confidentially. Have up to date records for all children.
- Contact your Local Authority safeguarding team for advice if you're unsure, don't delay making a report.
- Notify CIW of any reports to the Local Authority safeguarding team.
- Leaders and staff should receive regular and updated safeguarding training appropriate to their role. Supplement this with informal staff training in your setting and in supervision.
- Reflect your setting's safeguarding agenda in all aspects of your work to keep children safe. For example, use of resources or control of infection.
- Ensure that there are robust and effective recruitment practices and records.

And finally, remember that safeguarding is more than child protection and encompasses all the ways in which you work to keep children safe and secure in your setting.

## Additional Safeguarding information

Keep up to date with safeguarding training through your local authority training programme. Contact your [Family Information Service](#) for details.

- [Wales Safeguarding Procedures](#)
- [All Wales Practice Guides](#)
- [Social Care Wales-safeguarding](#)
- [Disclosure and Barring Service - GOV.UK](#)
- [Spotting the signs of child abuse | NSPCC](#)
- [Children in Wales](#)
- [Care Inspectorate Wales \(CIW\)- Regulations and National Minimum Standards](#)
- [E-Learning Training on Prevent](#)
- [North Wales Safeguarding Board- 7 minute briefings](#)



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### Clybiau Plant Cymru Kids' Clubs



- [10 things to consider to ensure children are safeguarded](#)
- [10 ways to create a safer play environment for children](#)

Stepping Out template policies: Safeguarding; Prevent; Modern Slavery; Recruitment Checklist (contact Clybiau Plant Cymru Kids' Clubs)



## Early Years Wales



- [Policy Pack \(Sample\) | Early Years Wales](#)
- [‘Making Recruitment Safer’ | Early Years Wales](#)
- [Ending Physical Punishment in Wales: Factsheet | Early Years Wales](#)
- [Safeguarding awareness training | Early Years Wales](#)
- [BLOG: The role of Welsh childcare organisations in supporting parents ahead of the smacking ban](#)

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## Mudiad Meithrin



- [A guide on issues of safeguarding and protecting children in Cylchoedd Meithrin](#)

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## NDNA Cymru



- [Safeguarding children policy Wales](#)

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## PACEY Cymru



- [Spotlight on Safeguarding](#)
- [Safeguarding children training | PACEY](#)
- [Safeguarding resources](#) including PACEY Live - expert led sessions you can download
- [Safeguarding - raising concerns | PACEY](#)
- [Safeguarding - whistleblowing \(Wales\) | PACEY CEY smart](#)



## 2. WeCare Wales

### WeCare Wales Introduction to Childcare

To help address the urgent staff shortages many employers are facing, WeCare Wales is offering an 'Introduction to Childcare' programme for people interested in working in the sector. The two-day online programme is available for anyone living in Wales. The training will cover the essentials needed to start working with children, such as communication, safeguarding and working practices.

One attendee described the course as:

**very useful, helped with a lot of questions that I needed answering and gave me basic knowledge of what is expected in a career in childcare.**

[Find out more and book your place](#)

**Gofalwn**  
.cymru

**WeCare**  
.wales

## Why should you offer an apprenticeship programme?

Have you thought about offering an apprenticeship programme in your setting?

The WeCare Wales website has information about the value of apprenticeships and the benefits of recruiting apprentices into your workforce. You can also read about Ceredigion County Council and Mudiad Meithrin's apprenticeship programmes.

Visit [WeCare Wales](#) to find out more.



### Advertise your vacancies for free

Do you have vacancies to fill? If so, why not advertise them for free on the WeCare Wales jobs portal? The jobs portal is promoted on TV, social media and in print.

If you'd like to advertise your job vacancy on the portal, you'll need to register and create a profile on the WeCare Wales website.

[Submit a job vacancy on the WeCare Wales jobs portal](#)

## 3. Childcare Offer for Wales: National Digital Service

By now you should have registered your childcare setting on the Childcare Offer's new National Digital Service.

Providers that haven't set up an account will not be visible to parents wishing to confirm Childcare Offer hours with providers ready for January 2023. Information on how to register can be found at [Childcare Offer for Wales: National Digital Service | GOV.WALES](#)





[www.cwlwm.org.uk](http://www.cwlwm.org.uk)

The Cwlwm partnership consists of the following organisations:



**CLYBIAU PLANT CYMRU KIDS' CLUBS**

Bridge House, Station Road, Llanishen, Cardiff CF14 5UW  
Tel: 029 2074 1000 E-mail: [info@clybiauplantcymru.org](mailto:info@clybiauplantcymru.org)



**EARLY YEARS WALES**

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