

## Early Years and Childcare Team

### Safeguarding Training and Roles and Responsibilities

#### Training

Calderdale Safeguarding Children Partnership provides learning and development to support both children's and adult's workforce knowledge and understanding of safeguarding. Their Multi-Agency Programme provides e-learning, virtual and face to face safeguarding training.

The children's workforce training correlates to Tiers 1/2, 3/4 and, 5 on the [Continuum of Need](#):

- **Tier 1** - Children whose needs are met
- **Tier 2** - Single agency, single need - Children whose health or development may be affected
- **Tier 3** - Early Help Panel - Multiple agencies, Multiple Needs - Children whose health or development is being impaired
- **Tier 4** - FIT/Social Care Lead - Multiple agencies have not met the needs identified or reduced the concerns - Children whose health or development is being impaired
- **Tier 5** - Social Care Lead - Children at risk of, or who have experienced significant harm

All practitioners working directly with children should complete a minimum of levels 2 and levels 3 of the e-learning.

In addition, the Early Years team are planning to provide face to face and virtual training sessions to consider the Early Years Foundation Stages requirement of providers understanding local procedures that impact on your policies and practice.

**You must ensure you access training appropriate to your role and responsibility. To identify your training needs please see Appropriate Safeguarding Training for Early Years and Childcare workplaces section below.**

## Early Years and Childcare providers responsibilities

Training made available by Early Years and Childcare providers must enable staff to identify signs of possible abuse and neglect at the earliest opportunity, and to respond in a timely and appropriate way. These may include:

- significant changes in children's behaviour
- deterioration in children's general well-being
- unexplained bruising, marks or signs of possible abuse or neglect
- children's comments which give cause for concern
- any reasons to suspect neglect or abuse outside the setting, for example in the child's home or that a girl may have been subjected to (or is at risk of) female genital mutilation
- inappropriate behaviour displayed by other members of staff, or any other person working with the children, for example: inappropriate sexual comments; excessive one-to-one attention beyond the requirements of their usual role and responsibilities; or inappropriate sharing of images.

## The Early Years Foundation Stage requirements

The Early Years Foundation Stage (EYFS) states that; Providers must be alert to any issues of concern in the child's life at home or elsewhere. Providers must have and implement a policy, and procedures, to safeguard children. These should be in line with the guidance and procedures of the relevant Local Safeguarding Children Board (LSCB). A practitioner must be designated to take lead responsibility for safeguarding children in every setting. Childminders must take the lead responsibility themselves.

### **The Designated Safeguarding Lead (DSL) should:**

Designated practitioner roles should always be explicitly defined in job descriptions. Practitioners should be given sufficient time, funding, supervision, and support to fulfil their child welfare and safeguarding responsibilities effectively

- Attend a child protection training course that enables them to identify, understand and respond appropriately to signs of possible abuse and neglect. *Taking account of any advice from the LSCB or local authority on appropriate training courses.*
- Ensure that practitioners know who the designated lead is and what their responsibilities are, including childminders who are always the designated lead
- Provide support, advice and guidance to any other staff on an ongoing basis, and on any specific safeguarding issue as required.
- Support other practitioners to recognise the needs of children, including protection from possible abuse or neglect.
- Be responsible for liaison with local statutory children's services agencies, and CSCP.
- Ensure all staff understand their safeguarding policy and procedures and ensure that all staff have up to date knowledge of safeguarding issues.
- Should ensure that all staff understand their safeguarding policy and procedures, that policies and procedures are relevant, up to date and put into practice.

- Ensure there is provision for appropriate supervision and support for staff, including undertaking safeguarding training
- Have a good oversight of all children and know all children who are on the radar, who has any intervention and make links with key person
- Ensure right people attend meetings and that the key person is aware of details
- Use lessons learnt from Safeguarding Practice Reviews to inform practice
- Ensure records are stored and kept appropriately and in line with data protection
- Ensure that safer recruitment processes and DBS checks are in place
- Have a good understanding of those children not returning following lockdown – how does the setting keep in touch and how do they link with other professionals
- Consider pressures on families and be mindful that some may need additional support, including touching base with families to discuss any concerns
- Test the knowledge of practitioners to ensure they understand wider safeguarding, and the impact of safeguarding
- Ensure that all practitioners understand who to contact in what circumstances, including that any allegations made should be referred to the LADO immediately and that an internal investigation should **not** be carried out first.

#### **All staff should:**

- Have a good knowledge of safeguarding, not just signs and symptoms of children but considering parental behaviour, disguised compliance, signs of domestic abuse or honour-based abuse, or risk of child sexual exploitation etc.
- Have a good understanding of why they do things and the impact, not just knowing numbers to call, what happens if they do not call
- Have a wider picture of safeguarding in relation to EYFS, e.g. environment, whistleblowing, scenarios
- Know that allegations should be referred to the LADO immediately, and that an internal investigation should not be carried out first.
- Understand the difference between an allegation and a complaint

## **Useful information**

Designated Safeguarding Lead (DSL) – For a copy of the Job description please email [giso@calderdale.gov.uk](mailto:giso@calderdale.gov.uk).

[What to do if you're worried a child is being abused: Advice for practitioners](#)

[Working Together to Safeguard Children 2018](#)

[Prevent duty guidance for England and Wales](#)

[Keeping Children Safe in Education statutory guidance](#)

**If providers have concerns about children's safety or welfare, they must notify agencies with statutory responsibilities without delay. This means the local children's social care services and, in emergencies, the police.**

## Appropriate Safeguarding Training for Early Years and Childcare workplaces

Calderdale Adults and Children Safeguarding Partnership's Joint [Learning and Improvement Framework \(LIF\)](#) sets out the standards for Safeguarding Training for all its partner agencies. Training delivered by the partnership and by the Local Authority meet these stringent standards, however we understand that some providers have appropriate colleagues qualified and able to deliver some elements of safeguarding training. When considering how you deliver inhouse Safeguarding training the West Yorkshire standards that apply to child safeguarding training states "Trainers will have a working knowledge and recent experience of safeguarding practice and at least one trainer will be a suitably qualified\* or experienced trainer (\*this may include attending relevant Training for trainers programme or undertaking an adult teaching/training qualification)" Please ensure you meet all relevant standards or are able to access training that meets these standards.

### Information about the table below:

The table provides details of appropriate training staff working in Early Years and Childcare settings should complete. You must ensure you access training appropriate to your role and responsibility. The table is designed for you to identify your training needs, it is set out in columns as below:

1. Roles that are held in Early Years provision
2. Essential Continuous Professional Development (CPD) linked to EYFS 2021 and Working Together to Safeguard Children and knowledge
3. Expected Continuous Professional Development (CPD) linked to wider safeguarding issues for more depth essential knowledge.
4. Links to supporting training

The Calderdale Safeguarding Partnership training is offered free to people who work in Calderdale with children, young people, families, adults at risk or in need of services who live in Calderdale. Charges are only made if you fail to cancel your attendance according to the cancellation policy.

Settings can choose to access Calderdale Safeguarding Partnership training via the links in the table or choose their own provider. If you choose to access training from other providers, we would strongly advise that you carefully consider using a body recognised in safeguarding such as the NSPCC.

Early Years and Childcare Team Events and Network information and dates are published on [Calderdale Childcare Providers Facebook Page](#) and the Early Years e-Bulletin. Please email [QISO@calderdale.gov.uk](mailto:QISO@calderdale.gov.uk) if your setting would like to receive the e-bulletin

Role	Essential CPD	Expected CPD	Training and Links
<b>Setting Support staff e.g., Admin/Cooks/Chefs/Cleaners</b>  <b>Voluntary Management Committee, Committee Members</b>	Safeguarding Children Level 2  Access to the MAST and LADO referral information		Online via the <a href="#">Calderdale Safeguarding Partnership Website</a> or inhouse trained by the DSL who meets the requirements of Calderdale's <a href="#">Learning Improvement Framework</a>

Role	Essential CPD	Expected CPD	Training and Links
<b>Unqualified, students and apprentices at level 2 &amp; 3 Early Years and Childcare Practitioners</b>	<p>Safeguarding Children Level 2 and Level 3</p> <p>Access to and knowledge of the MAST and LADO referral information</p> <p>Knowledge of wider safeguarding issues</p>	<p>Radicalisation and Extremism (Prevent Duty)</p> <p>Awareness of Domestic Violence and Abuse – eLearning</p> <p>Child and Adult Sexual Exploitation – eLearning</p> <p>Sexual and Criminal Exploitation including County Lines - virtual course</p> <p>Female Genital Mutilation (FGM) – linked to faith or belief</p> <p>Forced Marriage/Honour Based Abuse/Female Genital Mutilation (Karma Nirvana)</p> <p>Safe Sleeping for babies</p> <p>Connections in the brain that shape children and young people</p> <p>Trauma informed practice – Introduction</p>	<p>Online via the <a href="#">Calderdale Safeguarding Partnership Website</a> or inhouse trained by the DSL who meets the requirements of Calderdale's <a href="#">Learning Improvement Framework</a></p>
<b>Qualified Early Years and Childcare Practitioners</b>	<p>Safeguarding Children Level 2 and Level 3</p> <p>Access to and knowledge of Calderdale's safeguarding procedures including Early Help, MAST and LADO referral information</p> <p>Radicalisation and Extremism (Prevent Duty)</p> <p>Knowledge of wider safeguarding issues</p>	<p>Awareness of Domestic Violence and Abuse - eLearning.</p> <p>Child and Adult Sexual Exploitation – eLearning</p> <p>Sexual and Criminal Exploitation including County Lines - virtual course</p> <p>Female Genital Mutilation (FGM) – linked to faith or belief</p> <p>Forced Marriage/Honour Based Abuse/Female Genital Mutilation (Karma Nirvana)</p>	<p>Online, virtual and face to face via the <a href="#">Calderdale Safeguarding Partnership Website</a>.</p>

Role	Essential CPD	Expected CPD	Training and Links
	Calderdale Safeguarding Procedures in line with EYFS requirements	Safe Sleeping for babies  Connections in the brain that shape children and young people  Trauma informed practice – Introduction	
<b>Room Leaders and Seniors</b>	<p>Safeguarding Children Level 2 and Level 3</p> <p>Access to and knowledge of Calderdale's safeguarding procedures including Early Help, MAST and LADO referral information</p> <p>Radicalisation and Extremism (Prevent Duty)</p> <p>Knowledge of wider safeguarding issues</p> <p>Calderdale Safeguarding Procedures in line with EYFS requirements</p>	<p>Awareness of Domestic Violence and Abuse - Virtual.</p> <p>Domestic abuse courses delivered by the Staying Safe Team</p> <p>Child and Adult Sexual Exploitation – eLearning</p> <p>Sexual and Criminal Exploitation including County Lines - virtual course</p> <p>Female Genital Mutilation (FGM) – linked to faith or belief</p> <p>Forced Marriage/Honour Based Abuse/Female Genital Mutilation (Karma Nirvana)</p> <p>Safe Sleeping for babies</p> <p>Toxic Trio</p> <p>Connections in the brain that shape children and young people</p> <p>Working with fathers, learning from evidence</p> <p>Trauma informed practice – Introduction</p> <p>Working with Resistance and Professional Curiosity</p> <p>Learning From Serious Case Reviews</p>	<p>Online, virtual and face to face via the <a href="#">Calderdale Safeguarding Partnership Website</a></p> <p>Safeguarding Super Saturday – dates to be confirmed in <a href="#">Calderdale Childcare Providers Facebook Page</a> and the Early Years e-Bulletin.</p>

Role	Essential CPD	Expected CPD	Training and Links
<b>Managers and Deputy Managers</b>	<p>Safeguarding Children Level 2 and Level 3</p> <p>Access to and knowledge of Calderdale's safeguarding procedures including Early Help, MAST and LADO referral information</p> <p>Radicalisation and Extremism (Prevent Duty)</p> <p>Knowledge of wider safeguarding issues</p> <p>Calderdale Safeguarding Procedures in line with EYFS requirements</p>	<p>Safer Recruitment</p> <p>Safeguarding Supervision</p> <p>Awareness of Domestic Violence and Abuse - eLearning.</p> <p>All domestic abuse courses delivered by the Staying Safe Team</p> <p>Child and Adult Sexual Exploitation – eLearning</p> <p>Sexual and Criminal Exploitation including County Lines - virtual course</p> <p>Female Genital Mutilation (FGM) – linked to faith or belief</p> <p>Forced Marriage/Honour Based Abuse/Female Genital Mutilation (Karma Nirvana)</p> <p>Safe sleeping for babies</p> <p>Toxic Trio</p> <p>Connections in the brain that shape children and young people</p> <p>Working with fathers, learning from evidence</p> <p>Trauma informed practice – Introduction</p> <p>Working with Resistance and Professional Curiosity</p> <p>Learning From Serious Case Reviews</p> <p>Early Years DSL network</p>	<p>Online, virtual and face to face via the <a href="#">Calderdale Safeguarding Partnership Website</a></p> <p>Safeguarding Super Saturday – dates to be confirmed in <a href="#">Calderdale Childcare Providers Facebook Page</a> and the Early Years e-Bulletin.</p> <p>Termly DSL Networks. To book email <a href="mailto:QISO@calderdale.gov.uk">QISO@calderdale.gov.uk</a></p>



Role	Essential CPD	Expected CPD	Training and Links
<p><b>Designated Safeguarding Lead and Deputy Safeguarding Lead</b></p> <p>The DSL should be in a senior position and be able to lead practice and act promptly on concerns and information.</p> <p>For a DSL job description please contact the early years team at:  <a href="mailto:qiso@calderdale.gov.uk">qiso@calderdale.gov.uk</a></p>	<p>Safeguarding Children Level 2 and Level 3</p> <p>Access to and knowledge of Calderdale's safeguarding procedures including Early Help, MAST and LADO referral information</p> <p>Radicalisation and Extremism (Prevent Duty)</p> <p>Knowledge of wider safeguarding issues</p> <p>Calderdale Safeguarding Procedures in line with EYFS requirements</p> <p>Roles and responsibilities of the DSL - Full Day Training</p> <p>Working Together to Safeguard Children and young people – including meet the teams - Full Day Training</p> <p>Regular attendance at the Early Years DSL network</p>	<p>Safer Recruitment</p> <p>Safeguarding Supervision</p> <p>Awareness of Domestic Violence and Abuse - eLearning.</p> <p>All domestic abuse courses delivered by the Staying Safe Team</p> <p>Child and Adult Sexual Exploitation – eLearning</p> <p>Sexual and Criminal Exploitation including County Lines - virtual course</p> <p>Female Genital Mutilation (FGM) – linked to faith or belief</p> <p>Forced Marriage/Honour Based Abuse/Female Genital Mutilation (Karma Nirvana)</p> <p>Safe sleeping for babies</p> <p>Toxic Trio</p> <p>Connections in the brain that shape children and young people</p> <p>Working with fathers, learning from evidence</p> <p>Trauma informed practice – Introduction</p> <p>Working with Resistance and Professional Curiosity</p> <p>Learning From Serious Case Reviews</p> <p>Multi- Agency Contribution to Child Protection Case Conferences</p>	<p>Online, virtual and face to face via the <a href="#">Calderdale Safeguarding Partnership Website</a></p> <p>Safeguarding Super Saturday – dates to be confirmed in <a href="#">Calderdale Childcare Providers Facebook Page</a> and the Early Years e-Bulletin.</p> <p>Termly DSL Networks. To book email <a href="mailto:QISO@calderdale.gov.uk">QISO@calderdale.gov.uk</a></p>



Role	Essential CPD	Expected CPD	Training and Links
		Working with Children with Learning Difficulties & Disabilities Reducing Parental Conflict levels 1-4	