

Allegation of Abuse:

This procedure is to clarify what happens when an allegation of abuse is made against me. It forms a part of the **safeguarding policy** that has been created for this setting.

As a childminder, I am a lone worker and therefore vulnerable to allegations made against me. In order to protect myself and my business, I will take the following precautions:

- All household members over the age of 16 will have an enhanced CRB check.
- All assistants and staff employed by the business will have an enhanced CRB check, and all references properly checked before they are employed.
- All visitors to the house **must** sign in using the visitor's book. This is also part of the **Fire Drill** policy.
 - Children will be supervised by me at all times.
- Children will have accurate and up to date records kept, and information on their own child will be available to parents upon request.
- No visitor to the house will be allowed unsupervised access to the children.
- Workmen will not visit the property during the Settings opening hours, unless there is an emergency, or necessary for reasons of **Health and Safety**.
 - All accidents / incidents that happen to a child in my care will be documented; parents will also be informed and asked to countersign the record at the first available opportunity.
- Any children arriving with marks or injuries will have them documented, and parents asked to countersign the record at the first available opportunity.
- Parents are asked to inform me of any accidents/incidents that occur while *not* in my care, in line with my **Accident/Injury Policy**.

In the event that an allegation is made against me, I will contact the following authorities, as required as part of my registration:

- Ofsted
- Trio Childcare Connections
- Insurance company Legal Advice Line
- Insurance Company

I will keep detailed records of any related incidents, including verbal transcripts, dates and times. Any witnesses will be asked to write a statement describing the details of what they saw or heard, and their contact details will be included in the event that the Authorities need to follow up.

More information on this procedure can be found in the **Safeguarding Policy**.

Any concerns over this procedure can be discussed with me in confidentiality by request.

Signed:	Dated:	Review Date:
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