



Designated Safeguarding Leads



Hayley Maggs
Manager



Michelle Moore
Assistant Manager



Georgina Trevor
Junior Partner

If you have a Child Protection concern, please speak with one of the above Designated Safeguarding Leads.



Child Protection Procedure

If you have a child protection concern, inform the Designated Safeguarding Lead

Step 1



For the whole
Nursery
Hayley Maggs



In the absence of Hayley
Maggs, inform
Georgina Trevor (above)
or **Michelle Moore (left)**



Step 2

Fill out the Child Protection Concern form
(located in the office)

Points to Consider

Where a child volunteers information about possible abuse you should:

- Seek information from the child with tact and sympathy
- Listen to the child without interruption
- Not ask leading questions of the child
- Use the child's language when filling out the Child Protection Concern form
- Note any visible injuries on the Child Protection Concern form
- Not promise the child absolute confidentiality
- Not investigate suspected abuse yourself