

Guidance handbook

Guidance handbook for inspecting care and education in regulated non-school settings eligible for funding for part-time education

Safeguarding aspects within the framework

All settings have statutory duties to operate in a way that takes account of the need to safeguard and promote the welfare of children (**see Annex D of Guidance handbook for inspecting care and education in regulated non-school settings eligible for funding for part-time education**).

The arrangements that settings have in place need to ensure that:

- reasonable measures are taken to minimise risks of harm to children's welfare and safety
- appropriate actions are taken to address concerns about the welfare and safety of children

During the inspection concerns relating to the welfare or safety of a child/ren may be identified by any member of the inspection team. Where appropriate, the lead inspector will notify the setting. The CIW inspector will take appropriate action in line with the policy published on CIW's website. Estyn's inspector will also inform Estyn's safeguarding officer of the matter in line with Estyn's safeguarding policy.

Theme 3, 'Care and development' looks at how well do practitioners safeguard children whilst keeping them safe and healthy.

Inspectors will make a judgement about the overall culture of safeguarding in the setting. Inspectors will evaluate the quality and effectiveness of the setting's policies and procedures for safeguarding and promoting children's wellbeing and how well practitioners implement them.

These include:

- child protection policy, including procedures for recognising signs of radicalisation and extremism
- the arrangements leaders have to recruit staff safely
- health and safety, including food hygiene and provision for infection control
- fire safety
- the arrangements for site security and safety
- safe administration of medication
- supporting children with medical conditions
- administering first aid
- safety on outings and visits
- internet safety
- bullying
- the management of children's behaviour including policies and practices for physical intervention and restraint
- policies and procedures to promote healthy life styles, including healthy eating, drinking and physical activities

Child protection

In considering the effectiveness of the provider's procedures for child protection, inspectors should evaluate the suitability of the setting's child protection policy and whether practitioners understand and recognise signs and symptoms of abuse in line with the [Wales Safeguarding Procedures 2020](#). They should also evaluate whether practitioners are aware of, and implement correctly, the setting's child protection policy and are able to identify risks to children. Inspectors will report on whether the setting's arrangements for safeguarding children meet requirements and give no cause for concern.

Theme 6

Inspectors also need to evaluate how well leaders and managers follow safeguarding policies and procedures when inspecting Theme 6, for example when considering how well they follow safe, robust and timely processes. They should evaluate how well leaders and managers promote safe practices and a culture of safety, including implementing safe, robust and timely recruitment processes.

A setting's leaders and managers should be clear about their statutory responsibilities regarding safeguarding and the steps they are taking to develop good practice beyond the statutory minimum. The registered person or responsible individual/s is accountable for ensuring that the setting has effective policies and procedures in place in accordance with the Welsh Government's guidance, and is monitoring the setting's compliance with this. It is the registered person's responsibility or responsible individual/s to ensure that safe recruitment checks are carried out in line with statutory requirements. There is

further information on this in Annexes 1 and 2.

Inspectors should assess carefully how well the registered person or responsible individual/s monitor and evaluate all the aspects for safeguarding. If the setting does not have effective policies and procedures for safeguarding and promoting the welfare of children, and does not take sufficient steps to ensure these are adhered to, this will influence judgements made about the quality of leadership and management in the setting.