



# MELISSA'S CHILDCARE

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## ALLEGATIONS OF ABUSE AGAINST A CHILDMINDER POLICY

As a registered childminder working alone, I understand that I may be more vulnerable to allegations of abuse or misconduct being made against myself or members of my household. I am committed to safeguarding the children in my care, while also protecting my family and myself from false or unfounded claims.

To reduce the risk of such allegations, I implement the following procedures:

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### Preventative Measures

- All members of my household aged 16 and over have undergone an enhanced DBS (Disclosure and Barring Service) check and have received clearance.
- All visitors to my home are required to sign a visitors' book upon entry and will not be left unsupervised with minded children under any circumstances.
- Regular visitors who may be present during childminding hours are asked to complete an EY2 form and will be subject to a DBS check.
- Minded children will not be left alone with any visitor unless the visitor is DBS-cleared, such as another Ofsted-registered childminder.
- Visitors are not permitted to assist with toileting or nappy changing under any circumstance.
- Identification will be requested from all unknown visitors. Entry will be refused if I am unsure of the individual or their intentions.
- Maintenance or repair work will be scheduled outside of childminding hours whenever possible. Emergency repairs during operating hours will only be carried out when necessary and with strict supervision.
- I maintain a visitor log, which is available for parental review upon request.
- I will ensure children are supervised at all times while in my care.

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### Record Keeping

- All accidents, incidents, and concerns are documented promptly and shared with parents, who will be asked to sign the records.
- Any existing marks, bruises, or injuries observed on children at the time of arrival will be documented, and I will ask parents to provide an explanation.
- I keep individual records for each child and maintain a daily diary that includes relevant notes and observations.



## In the Event of an Allegation

Despite all precautions, I acknowledge that allegations may still occur. If an allegation of abuse or misconduct is made against me or a member of my household, I will take the following actions:

- Follow the procedures outlined by the Local Safeguarding Children Partnership (LSCP).
- Notify the **Local Authority Designated Officer (LADO)** within **one working day**.
- Notify **Ofsted** within **14 days**, or as soon as possible, following advice from LADO.
- Seek advice and support from the following professional bodies:
  - My insurance provider
  - **Childcare.co.uk**
  - My **family solicitor**
  - **Ofsted**
  - Local **Early Childhood Services**
- Keep a detailed written record of the allegation, including dates, times, what was said, and by whom.
- If there are any witnesses, I will ask them to provide a written statement, including their full contact details, which may be used by the investigating authorities.

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## Commitment to Safeguarding

I am fully committed to protecting all children in my care and to working transparently and professionally with parents and safeguarding agencies at all times. I welcome any questions or concerns parents may have regarding this policy.

