

JAMES HOPKINS NURSES LTD



## **SAFEGUARDING CHILDREN POLICY**

James Hopkins Nurses Ltd. has a responsibility to provide a safe and secure environment where children are able to learn and develop to their potential.

All staff are required to attend Child Protection Training every three years having initially undertaken the two day Introductory Child Protection training. Annual updates are also provided.

Staff members who are responsible for the care of children referred to the James Hopkins Trust are expected to be aware of the signs and symptoms of abuse and to take the appropriate action.

All staff recruited including students on work experience and volunteers who are over the age of 16 years are CRB checked

**IT IS THE RESPONSIBILITY OF ALL  
PROFESSIONALS TO REPORT CONCERNS, NOT TO  
DECIDE WHETHER IT IS OR IS NOT CHILD ABUSE.  
(Gloucestershire Social Services, 1998)**

The named designated senior persons for child protection, for James Hopkins Trust and James Hopkins Nurses Ltd are:

**ADRIAN FLETCHER** – Trustee. Tel: 01452 612216

**LIZ WALKER** – Deputy Nursing Manager. Tel: 01452 632725/

## **WHAT TO DO IF YOU HAVE A CONCERN**

Contact the Nursing Manager, Family Services Manager, or the Deputy Manager of the James Hopkins Nurses Ltd. immediately and inform them of your concerns. It is their responsibility to document the concern and to take the necessary action.

**If the child requires immediate treatment or is in any immediate danger call POLICE/AMBULANCE and then contact the Nursing Manager, Family Services Manager, or Deputy Manager and inform them of what actions have been taken. The Manager will then follow the GSCB Allegations Management guidelines.**

## **SUSPICION OF ABUSE CONCERNING STAFF MEMBERS OF JAMES HOPKINS NURSES LTD**

Immediately report any concerns to the Nursing Manager, Family Services Manager, or the Deputy Manager for James Hopkins Nurses Ltd. who has a responsibility to document the concern and coordinate the action to be taken using the guidelines provided by the GSCB.

## **FURTHER INFORMATION**

Gloucestershire Safeguarding Children Board Procedures Update can be viewed on their website.

**[www.gscb.org.uk/procedures](http://www.gscb.org.uk/procedures)**

(There is a hard copy kept in the Nursing Office at Kites Corner.)

**LW. MARCH 2010. This policy supersedes all previous policies. If you have any complaints concerning the James Hopkins Trust or James Hopkins Nurses Ltd, or queries concerning this policy please contact the Nursing Manager, Kites Corner, North Upton Lane, Gloucester GL4 3TR.**