

Appendix 1 –Equal Opportunities Policy statement

Nottinghamshire County Council, together with the recognised trade unions, is committed to the development of positive policies to promote equal opportunities in employment and in the delivery of our services, regardless of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, pregnancy and maternity or trade union membership status. This commitment will apply to recruitment and selection practices, training and development, promotion and in the application of national and local agreements in respect of pay and conditions of service.

The operation of this policy is monitored and reviewed periodically through established joint consultation procedures with staff and trade unions. If any employee considers that she or he is the subject of unequal treatment on any of the above grounds, a complaint may be made through the agreed procedures for dealing with grievances.

Appendix 2 - Safeguarding Children Policy Statement

Nottinghamshire County Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. We will respond robustly to all concerns about the safety and welfare of children, young people and vulnerable adults that are reported to us. This commitment applies equally to children and young people that we work with directly and those that we come into contact with. We expect all staff and volunteers to share this commitment.

Safeguarding and Promoting the welfare of Children

Safeguarding and promoting the welfare of children is defined as:

- Protecting children from harm;
- Preventing impairment of children's health or development;
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care; and
- Undertaking that role so as to enable those children to have optimum life chances and to enter adulthood successfully.

Child protection is a key element in work to safeguard and promote the welfare of children. Child Protection refers to work undertaken with children identified as being at risk of significant harm.

All those who come into contact with children and families in their everyday work, including practitioners who do not have a specific role in relation to safeguarding children, have a duty to safeguard and promote the welfare of children. If you have a specific role in relation to safeguarding children, this issue will be covered with you fully in your induction and form part of your ongoing professional development and training. If you do not have a specific safeguarding responsibility you are likely to be involved in one of three main ways:

- You may have concerns about a child, in which case they must be referred to children's social care or the police. School staff (both teaching and support staff) should be made aware of the local procedures to be followed for reporting concerns about a particular child. This will normally be via the school's designated officer or their nominated deputy or if neither are available, another senior member of the school's staff. In emergencies, however, contact the police direct;

- You may be approached by children's social care and asked to provide information about a child or family or to be involved in an assessment. This may happen regardless of who made the referral to children's social care;
- You may be asked to provide help or a specific service to the child or a member of their family as part of an agreed plan and contribute to the reviewing of the child's progress.

If your job does not involve direct work with children and families, you are still required to bring to the attention of the appropriate authorities any concerns that you may have in relation to children. The contact details for Children's Social Care teams are set out below.

The government have produced guidance that outlines these responsibilities in more detail. For staff with Internet access the link below will take you to this document. Paper copies will be provided for staff without Internet access. [KCSIE](#)

All staff are required to read this document and make sure that they are clear about what is required of them during their induction period. If, having read the document, you have any queries please discuss these with your line manager.

If you have concerns about the safety or welfare of a child, you must follow the steps set out above. If you wish to discuss your concerns with a social worker, please contact the reception and assessment duty social worker in the area the child lives. If you are not sure where the child lives please contact any of the numbers below and the duty social worker will still assist.

All new referrals must go through to the MASH team (multi agency safeguarding hub), telephone 0300 500 8090.