

LITTLE ANGELS SENSORY PLAY LIMITED

Safeguarding & Child Protection Policy

Owner / Sole Member of Staff: Corey Burnham
Designated Safeguarding Lead (DSL): Corey Burnham

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1. Purpose of this Policy

Little Angels Sensory Play Limited is committed to safeguarding and promoting the welfare of all babies, infants, children and young people who attend its sensory play sessions.

The welfare of every child is our highest priority.

This policy sets out the arrangements that Little Angels Sensory Play Limited has in place to protect children from abuse, neglect and harm; recognise and respond appropriately to safeguarding concerns; provide a safe

environment; ensure concerns are recorded and dealt with appropriately; ensure safeguarding responsibilities are understood; maintain professional boundaries; and work with parents/carers and relevant professionals where concerns arise.

Little Angels Sensory Play Limited recognises that safeguarding is everyone's responsibility and that concerns should never be ignored because someone is uncertain whether abuse or neglect has occurred.

2. Legal and Guidance Framework

This policy has been developed with reference to relevant UK and England safeguarding legislation and guidance, including:

Children Act 1989; Children Act 2004; Safeguarding Vulnerable Groups Act 2006; Equality Act 2010; Data Protection Act 2018; UK General Data Protection Regulation (UK GDPR); Working Together to Safeguard Children 2023; Keeping Children Safe in Education, where relevant; relevant Early Years Foundation Stage (EYFS) safeguarding and welfare requirements, where applicable; relevant local authority safeguarding procedures; and relevant Disclosure and Barring Service (DBS) requirements.

The business will keep this policy under review and update it when legislation, statutory guidance or local safeguarding arrangements change.

3. Scope

This policy applies to all activities provided by Little Angels Sensory Play Limited involving children, including baby and infant sensory sessions, sensory play activities, parent-and-child sessions, classes and workshops, events, demonstrations, activities held at hired venues, community settings, and any other activity organised by Little Angels Sensory Play Limited involving children.

At present, Corey Burnham is the sole member of staff and person responsible for delivering sessions.

If the business employs or engages additional staff, volunteers, contractors or session assistants in the future, they must be subject to appropriate safeguarding checks, training, supervision and procedures before working with children.

4. Safeguarding Commitment

Little Angels Sensory Play Limited believes that every child has the right to be safe from abuse and neglect; every child should be treated with dignity, respect and kindness; safeguarding concerns should always be taken seriously; children should be listened to and their views taken seriously; parents and carers should be involved appropriately; safeguarding concerns should be acted upon promptly; information should be shared with relevant agencies where necessary to protect a child; confidentiality must never prevent necessary safeguarding action; and safeguarding arrangements must be proportionate to the nature and size of the business.

The business will always prioritise the safety and welfare of children over commercial considerations.

5. Designated Safeguarding Lead

Name: Corey Burnham

Role: Owner / Sole Member of Staff / Designated Safeguarding Lead

As DSL, Corey Burnham is responsible for responding to safeguarding concerns; maintaining safeguarding records; making appropriate referrals; contacting Children's Social Care or the police where appropriate; seeking safeguarding advice where the correct course of action is unclear; maintaining confidentiality; ensuring this policy remains current; maintaining appropriate safeguarding training; ensuring appropriate DBS arrangements are maintained; reviewing safeguarding incidents and concerns; ensuring professional boundaries are maintained; and cooperating with safeguarding professionals and relevant authorities.

Because Corey Burnham is the sole member of staff, there is no separate deputy DSL.

Where a safeguarding concern relates to Corey Burnham personally, or Corey Burnham is unable to act, the concern must be reported directly to the relevant local authority Children's Social Care service or the police, depending on the circumstances.

6. Recognising Abuse and Neglect

Safeguarding concerns may arise from a child's physical presentation, behaviour, communication, interactions with adults or other children, or information provided by a parent, carer or another person.

Physical abuse may include hitting, shaking, kicking, biting, burning, poisoning, inappropriate physical punishment or other physical harm.

Emotional abuse may include persistent criticism or humiliation, threats, intimidation, rejection, controlling behaviour, witnessing serious domestic abuse, or behaviour that seriously affects a child's emotional development.

Sexual abuse includes forcing, encouraging or involving a child in sexual activity or exposing a child to sexual material or behaviour. Children may show signs through changes in behaviour, distress, fear, sexualised behaviour inappropriate for their age, or physical symptoms.

Neglect may involve a persistent failure to meet a child's basic physical or emotional needs, including inadequate food, clothing or supervision, poor hygiene, unsafe living conditions, failure to obtain necessary medical care, or failure to protect a child from danger.

Little Angels Sensory Play Limited recognises that abuse may not always present obvious physical signs. A concern does not need to be proven before it is acted upon.

7. Additional Safeguarding Risks

Particular attention will be given to safeguarding issues that may affect babies and young children, including domestic abuse, parental substance misuse, parental mental health difficulties where they affect a child's safety or welfare, neglect, physical abuse, sexual abuse, emotional abuse, online abuse, exploitation, unsafe adults having access to children, unsafe collection arrangements, inappropriate behaviour by adults, fabricated or induced illness, female genital mutilation, forced marriage, radicalisation or extremism, child

criminal exploitation, child sexual exploitation, and any other circumstances that may place a child at risk of harm.

The business will seek professional safeguarding advice if it is unsure how a concern should be managed.

8. Safeguarding During Sensory Sessions

Little Angels Sensory Play Limited will take reasonable steps to ensure that sensory sessions are delivered in a safe and child-centred environment.

Before and during sessions, consideration will be given to age-appropriate activities; safe sensory materials; choking hazards; allergies and dietary information; cleanliness and hygiene; safe storage of equipment; suitability of toys and equipment; appropriate supervision; trip and fall hazards; water-based activities; temperature; small objects; appropriate use of lights, sounds and music; safe positioning of babies and children; and emergency procedures.

Parents and carers remain responsible for the supervision and physical care of their child during parent-and-child sessions unless explicitly agreed otherwise in writing.

Little Angels Sensory Play Limited does not normally provide sole supervision or childcare for children while parents/carers leave the venue.

9. Physical Contact

Sensory play may involve appropriate physical interaction between parents/carers and their children.

Corey Burnham will maintain appropriate professional boundaries at all times.

Physical contact with a child will only occur where it is necessary, appropriate, proportionate, in the child's best interests, and consistent with the activity being provided.

Where possible, physical care should be undertaken by the child's parent or carer.

Any physical intervention must be reasonable, proportionate and necessary to prevent injury or serious harm.

10. Toileting, Nappy Changing and Personal Care

Little Angels Sensory Play Limited does not normally undertake nappy changing, toileting or other intimate care.

Parents/carers are responsible for their child's personal care during sessions.

If an unexpected situation arises requiring assistance, Corey Burnham will maintain appropriate safeguarding boundaries and, wherever reasonably possible, ask the parent/carer to provide the care.

Any safeguarding concern arising from an intimate-care situation will be recorded and dealt with in accordance with this policy.

11. Children Attending Without a Parent or Carer

Little Angels Sensory Play Limited is primarily a parent-and-child sensory play service.

Children should not normally be left at sessions without a responsible parent or carer unless the business has specifically agreed in advance to provide supervised childcare.

If a child is unexpectedly left without a parent/carers: (1) Corey Burnham will ensure the child remains safe; (2) the child's parent/carers will be contacted immediately; (3) the child will not be left alone; (4) if the parent/carers cannot be contacted or circumstances raise safeguarding concerns, appropriate professional advice will be sought; and (5) Children's Social Care or the police will be contacted where necessary.

12. If a Child Discloses Abuse

If a child communicates something that may indicate abuse or neglect, Corey Burnham will remain calm; listen carefully; allow the child to speak; avoid showing shock or disbelief; avoid asking leading or investigative questions; avoid promising confidentiality; reassure the child that they have done the right thing by speaking; explain that the information may need to be shared with someone who can help; make an accurate written record as soon as possible; and seek appropriate safeguarding advice or make a referral where necessary.

A child will never be blamed or made to feel responsible for what has happened.

The business will not attempt to investigate an allegation itself. Investigation is the responsibility of the appropriate safeguarding agencies.

13. Responding to a Safeguarding Concern

Where Corey Burnham has a concern about the safety or welfare of a child, the concern will be assessed promptly.

Immediate danger: If a child is in immediate danger or requires urgent protection, the police/emergency services will be contacted immediately.

Serious safeguarding concern: Where there is a concern that a child may be suffering, or may be likely to suffer, significant harm, appropriate Children's Social Care services will be contacted without unnecessary delay.

Uncertainty: If Corey Burnham is unsure whether a concern meets the threshold for referral, safeguarding advice will be sought from the relevant local authority safeguarding service or another appropriate safeguarding professional.

14. Making a Safeguarding Referral

Where a referral is required, Corey Burnham will provide relevant information, which may include the child's name, age/date of birth, address where known, parent/carers' details, nature of the concern, what was observed or disclosed, dates and times, information about any alleged person responsible, immediate safety concerns, and any other information requested by the safeguarding authority.

Information will be factual and objective wherever possible.

Records will distinguish between fact (what was directly observed or said), opinion (an interpretation or professional concern), and third-party information (information provided by someone else).

15. Record Keeping

Safeguarding concerns will be recorded as soon as reasonably possible.

Records should include: date; time; child's name; factual description of the concern; exact words used by a child where relevant; actions taken; advice received; referrals made; names of agencies contacted; dates and times of contact; and outcome/follow-up where known.

Records will be stored securely and access will be restricted to those who need the information for safeguarding purposes.

Safeguarding records will not be kept in general session notes where doing so could compromise confidentiality.

16. Confidentiality and Information Sharing

Little Angels Sensory Play Limited will respect the privacy of children and families.

However, confidentiality will not prevent information being shared where doing so is necessary to protect a child from harm.

Information will be shared only with appropriate people/agencies and only to the extent necessary.

Where appropriate, parents/carers will be informed when a safeguarding referral is made. However, parents/carers will not necessarily be informed beforehand where doing so could place a child or another person at greater risk, prejudice a police investigation, or otherwise undermine safeguarding action.

Professional safeguarding advice will be sought where there is uncertainty.

17. Allegations or Concerns About Corey Burnham

As Corey Burnham is the sole member of staff and DSL, any allegation or concern about his behaviour towards a child must be treated seriously.

If an allegation is made against Corey Burnham: the concern will not be investigated internally by the business; appropriate safeguarding advice will be sought immediately; the relevant local authority safeguarding arrangements and/or police will be contacted as appropriate; all relevant records will be preserved; Corey Burnham will not attempt to influence witnesses or families; confidentiality will be maintained as far as possible; and any investigation will be led by the appropriate external authority.

This includes allegations of inappropriate physical contact, inappropriate communication, inappropriate behaviour, abuse, neglect or any other conduct that may place a child at risk.

18. Low-Level Safeguarding Concerns

Little Angels Sensory Play Limited recognises that safeguarding concerns do not always involve an allegation of abuse.

A concern about behaviour that is inconsistent with professional boundaries or the standards expected by this policy will also be taken seriously.

Examples may include inappropriate communication with a child, unnecessary physical contact, inappropriate language, failing to maintain professional boundaries, inappropriate social-media contact, or behaviour that could reasonably cause concern.

Any such concern involving Corey Burnham will be documented and, where appropriate, external safeguarding advice will be sought.

19. Photography, Video and Social Media

Photography and video involving children will only take place where appropriate consent has been obtained from the parent/carer.

Little Angels Sensory Play Limited will obtain appropriate consent before using images of children for promotional purposes; respect parents/carers who do not consent; avoid publishing unnecessary personal information alongside photographs; avoid identifying children unnecessarily; store images securely; avoid inappropriate or embarrassing images; and remove images where consent is withdrawn, subject to reasonable limitations relating to material already published or distributed.

Parents/carers will be informed of any relevant photography arrangements for sessions.

No child will be photographed in a state of undress or in a situation that could reasonably be considered inappropriate.

20. Online Safeguarding

Professional communication with parents/carers will be conducted through appropriate business channels wherever possible.

Corey Burnham will maintain professional boundaries when using email, messaging applications, social media, business pages, photographs, videos and other digital communication.

Children will not be contacted privately through personal social-media accounts.

Any safeguarding concern arising through digital communication will be treated in the same way as an in-person safeguarding concern.

21. Safer Recruitment and DBS

As Corey Burnham is currently the sole member of staff, there are no other employees or volunteers to recruit.

Where the business recruits or engages another person to work directly with children, appropriate safer-recruitment procedures will be followed.

Depending on the role, this may include identity checks, references, employment history, safeguarding interview questions, DBS checks where legally appropriate, consideration of whether the role constitutes regulated activity, safeguarding training, agreement to follow this policy, and ongoing suitability monitoring.

A DBS check will not be treated as a substitute for safer recruitment or appropriate safeguarding procedures.

22. Safeguarding Training

Corey Burnham will maintain appropriate safeguarding knowledge and training for the nature of the services provided.

Safeguarding training will be refreshed periodically and whenever there are significant changes to safeguarding guidance or the nature of the business.

Training and professional development will be recorded.

23. Professional Boundaries

Corey Burnham will maintain clear professional boundaries with children and families.

This includes treating families respectfully; avoiding inappropriate personal relationships with service users; avoiding favouritism; maintaining appropriate communication; avoiding unnecessary physical contact; avoiding private contact with children; not transporting children without an appropriate business reason and safeguarding arrangements; not providing inappropriate gifts or rewards; and maintaining appropriate confidentiality.

24. Equality, Inclusion and Additional Vulnerability

Little Angels Sensory Play Limited is committed to safeguarding every child regardless of age, disability, additional needs, sex, race, religion or belief, language, family circumstances, or any other characteristic.

Children with additional needs or disabilities may require particular consideration because they may have greater difficulty communicating concerns or recognising unsafe situations.

Reasonable adjustments will be made to support children's participation and safety.

25. Safeguarding Concerns Involving Parents or Carers

Safeguarding concerns may sometimes involve a child's parent or carer.

Where a concern arises, Corey Burnham will remain professional and non-judgemental; record factual information; avoid confrontation where this could increase risk; seek safeguarding advice where appropriate; make a referral where necessary; and prioritise the child's safety.

The business will not attempt to resolve serious safeguarding concerns privately with a parent/carer where professional intervention is required.

26. Working With Other Professionals

Little Angels Sensory Play Limited recognises the importance of working cooperatively with Children's Social Care, police, health professionals, early years professionals, local safeguarding partners, the Local Authority Designated Officer (LADO), where relevant, Ofsted, where relevant, and other agencies involved in safeguarding children.

Information will be provided honestly, accurately and promptly when requested for safeguarding purposes.

27. Safeguarding During Events and Venue Hire

Where Little Angels Sensory Play Limited uses a hired venue, reasonable checks will be made to ensure that the environment is suitable for children.

Consideration will be given to venue security; entrances and exits; emergency procedures; toilets and changing facilities; hazards; access arrangements; fire safety; first-aid arrangements; safe storage of equipment; other adults present at the venue; and procedures for dealing with a missing child or safeguarding concern.

Where the venue has its own safeguarding procedures, these will be considered and followed where appropriate.

28. Missing Child

If a child becomes separated from their parent/carer during a session: (1) Corey Burnham will remain calm and establish when and where the child was last seen; (2) the parent/carer will be informed immediately; (3) the venue will be checked systematically; (4) venue staff will be alerted where applicable; (5) entrances/exits will be monitored where possible; (6) if the child cannot be located promptly or there is reason to believe the child may be at risk, the police will be contacted; and (7) a written record will be made.

29. Emergency Situations

Where a child is in immediate danger or requires urgent assistance, emergency services will be contacted.

The child's immediate safety and medical needs will take priority.

Parents/carers will be informed as soon as reasonably possible, subject to safeguarding considerations.

30. Safeguarding Concerns About Another Child or Adult

If Corey Burnham observes concerning behaviour involving another child or adult at a session, the concern will be assessed and recorded.

Where appropriate, the person involved may be asked to stop the behaviour or leave the session in order to protect children.

Serious concerns will be referred to the appropriate safeguarding authority or police.

31. Whistleblowing

Although Corey Burnham is currently the sole member of staff, any future employee, volunteer or contractor will be encouraged to raise safeguarding concerns without fear of retaliation.

Anyone who believes a child is at risk must not ignore the concern.

Where an internal route is inappropriate or unavailable, concerns may be raised directly with the appropriate external safeguarding authority.

32. Contact and Referral Information

Emergency: Police / Emergency Services — 999

Local Children's Social Care / Multi-Agency Safeguarding Hub (MASH):

Local authority: Sheffield MASH

Telephone: 0114 205 0400 / Out of hours 0114 273 4855

Website: sheffield.gov.uk/children

Out-of-hours safeguarding number: 0114 273 4855

Local Authority Designated Officer (LADO):

Email: LADO@sheffield.gov.uk

Referral Link - [lado_referral_form_-_revised_april_26_v2.docx](#)

Ofsted: Where Ofsted notification or involvement is applicable to the services provided, the relevant Ofsted requirements will be followed.

NSPCC: 0808 800 5000. The NSPCC provides safeguarding advice where there is uncertainty about a safeguarding concern. If a child is in immediate danger, contact the police on 999.

33. Policy Review

This policy will be reviewed at least annually and sooner if legislation changes; statutory safeguarding guidance changes; the nature of the business changes; additional staff are recruited; a serious safeguarding incident occurs; a safeguarding professional recommends changes; or lessons from an incident identify improvements.

The next scheduled review date is 10 August 2027.

34. Declaration

Little Angels Sensory Play Limited is committed to maintaining a culture in which safeguarding is taken seriously and concerns are acted upon promptly.

As the owner and sole member of staff, Corey Burnham accepts responsibility for implementing this policy and maintaining appropriate safeguarding arrangements.

Signed: Corey Burnham

Position: Owner / Designated Safeguarding Lead

Company: Little Angels Sensory Play Limited

Date: 14.08.2026

Safeguarding Concern Record — Template

Child's name: _____

Date of birth / age: _____

Date of concern: _____

Time: _____

Nature of concern:

What was observed/heard?

Exact words used by child (where applicable):

Action taken:

Advice sought from: _____

Date/time advice was sought: _____

Referral made to: _____

Date/time of referral: _____

Reference number (if provided): _____

Further action required:

Signature: _____

Date: _____