



EYFS Safeguarding & Child Protection Policy

British International School Belgrade

The British International School, Belgrade (BIS) is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

This policy provides clear guidance to staff and others about expected codes of behavior in dealing with safeguarding and child protection issues, thus ensuring child protection concerns and referrals are handled sensitively, professionally and in ways that support the needs of the child.

Staff responsible: Senior leadership team and Board member responsible for safeguarding children.
To be read by all staff working with children at BIS.

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Head of School:

Gareth Evans



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1. Purpose and Legal Framework

The British International School, Belgrade (BIS) is committed to safeguarding and promoting the welfare of all children in our care. This policy outlines the specific arrangements for safeguarding within the **Early Years Foundation Stage (EYFS)**, covering children aged **3–5 years** (Foundation and Reception).

This policy complements and should be read alongside the **whole-school Safeguarding and Child Protection Policy**. It has been written in accordance with:

- *Statutory Framework for the Early Years Foundation Stage (EYFS, 2024)*
- *Keeping Children Safe in Education (KCSIE, 2025)*
- *Working Together to Safeguard Children (2023)*
- *Children Act (2004) and Education Act (2002)*

Safeguarding within EYFS means:

- Protecting children from maltreatment.
- Preventing impairment of children's health or development.
- Ensuring that children grow up in circumstances consistent with safe and effective care.
- Taking action to ensure all children have the best possible outcomes.

2. Aims and Scope

This policy applies to all staff, volunteers, and visitors who work with or have regular contact with children in EYFS. Its purpose is to ensure:

- All children feel safe, secure, and valued.
- All staff understand their safeguarding responsibilities and know how to act on concerns.
- The EYFS provision meets statutory requirements and provides a safe physical and emotional environment.



3. Designated Safeguarding Roles

- **Designated Safeguarding Lead:**

Marko Dinić - Oversees safeguarding across the school, including EYFS.

- **EYFS Assistant of the Designated Safeguarding Lead:**

Ljubica Stanković - responsible for daily implementation of safeguarding procedures in EYFS.

The DSL, ADSL or Officer is available at all times during EYFS operating hours. They are responsible for liaising with external agencies, maintaining safeguarding records, and supporting staff in identifying and responding to child protection concerns.

4. Roles and Responsibilities

All EYFS staff must:

- Complete safeguarding and child protection induction training appropriate to early years (provided by the Safeguarding team of the school).
- Attend safeguarding refreshers delivered termly by the safeguarding team.
- Understand signs of abuse and neglect, particularly **non-verbal or behavioural indicators** in young children.
- Immediately report concerns about a child's welfare to the DSL, ADSL or Officer.
- Record concerns accurately and confidentially.
- Adhere to safer working practices, including supervision and use of technology.

The **Head of school, Mr. Gareth Evans** ensures that safeguarding policies are implemented consistently and reviewed annually.

The **Designated Safeguarding Governor, Mr. Stefan Slijepčević** has strategic oversight of safeguarding across the school, including the EYFS. They monitor the implementation and effectiveness of safeguarding policies and procedures, ensuring that statutory duties are fulfilled and that best practice is maintained. The Safeguarding Governor meets regularly with the Designated Safeguarding Lead to review safeguarding records, training, and compliance.



5. Safe Recruitment and Staff Suitability

BIS implements safer recruitment procedures for all EYFS staff and volunteers, consistent with those outlined in the whole-school Safeguarding and Child Protection Policy. This includes:

- Enhanced background checks (DBS/local equivalent, ICPC) for all adults working with EYFS.
- Verification of identity, qualifications, employment history and references.
- Checks to ensure prohibition from teaching if possible. Keeping SCR register according to all above.
- Induction and regular safeguarding refreshers for all new EYFS staff.

No individual will be permitted to work unsupervised with EYFS children until all checks have been completed.

6. Supervision, Ratios, and Environment

EYFS staff must ensure children are supervised **at all times**.

- Children are never left unattended, including during outdoor play or toileting.
- The environment is risk assessed daily to ensure it remains safe, clean, and secure.
- Doors and gates are kept secure to prevent unauthorised access or children leaving unsupervised.
- Staff must follow the school's intimate care and toileting procedures, maintaining dignity and privacy for all children.

7. Recognising and Responding to Concerns

All staff must be alert to signs that may indicate abuse or neglect. These can include, but are not limited to:

- Unexplained injuries or changes in behaviour.
- Regression (e.g., sudden loss of toilet training).
- Fear of certain adults or places.
- Poor hygiene or signs of neglect.

The safeguarding induction training covers the indications of potential abuse or neglect in more detail.



Procedure for reporting concerns:

1. Concern should be reported without delay to the DSL, ADSL or any of the safeguarding Officers.
2. Concerns should normally be referred to the safeguarding team first, unless an immediate response is needed to protect a child from harm. In urgent cases, any staff member must act in the child's best interests, including sharing confidential information where necessary to safeguard the child.
3. Concern should be recorded in detail using the iSAMS Wellbeing Manager.
4. The safeguarding team will determine the appropriate next steps, including when and how to inform and involve parents, depending on the circumstances of the case.
5. Parents will not be informed if doing so could place the child at further risk of harm. In such cases, the matter will be referred directly to social services in accordance with safeguarding procedures.

8. Use of Mobile Phones, Cameras, and Technology

To protect children's privacy and safety:

- Personal mobile phones, cameras, or smart devices **must not be used** in EYFS areas.
- Only **school-issued devices** may be used to take photographs or videos of children and for educational purposes. All digital images are stored securely and deleted when no longer required.
- *Parental consent must be obtained before taking or using images of children.*

9. Allegations Against Staff or Volunteers

Any allegation that an adult has harmed a child or behaved inappropriately must be taken seriously.

- All allegations must be reported immediately to the **Head of school**, or to the **School proprietor** if the allegation concerns the Head of school.
- The Head of school will follow the school's allegation procedures and inform the appropriate authorities if necessary (police or local social services). The safeguarding team will also be informed.
- For EYFS settings, **Ofsted** will also be notified of any allegations involving staff within 14 days, as required by EYFS statutory guidance.
- Staff may be suspended or relocated pending investigation to protect children and staff.



10. Working with Parents and Carers

We believe safeguarding is most effective when there is open communication with parents and carers.

- Parents are informed about this policy and it can be found at the school's website.
- The safeguarding team will discuss concerns with parents offer early help or family support (unless otherwise specified in the reporting procedures described above).
- All discussions are handled sensitively and confidentially, always prioritising the best interest of the child.

11. Monitoring, Review, and Policy Availability

This policy will be:

- Reviewed **annually** or sooner if there are regulatory changes.
- Approved by the **Head of school** and **DSL**.
- Shared with all EYFS staff, included in induction, and available to parents on school's website.