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:

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Table of Contents

1. Purpose and Legal Framework **3**

2. Aims and Scope **3**

3. Designated Safeguarding Roles **4**

4. Roles and Responsibilities **4**

5. Safe Recruitment and Staff Suitability **5**

6. Supervision, Ratios, and Environment **5**

7. Recognising and Responding to Concerns **6**

8. Use of Mobile Phones, Cameras, and Technology **7**

9. Allegations Against Staff or Volunteers **8**

10. Working with Parents and Carers **8**

11. Monitoring, Review, and Policy Availability **9**

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**. **The whole-school policy sets out the school's overarching safeguarding procedures; this policy sets out the additional arrangements and considerations specific to children within the EYFS.**It has been written with regard to:

- **Statutory Framework for the Early Years Foundation Stage (EYFS) – Group and School-based Providers, September 2026**
- **Keeping Children Safe in Education (KCSIE) 2026**
- **Working Together to Safeguard Children 2026**
- **Standards for British Schools Overseas: Guidance for British Schools Overseas, School Staff and Parents (DfE, August 2023)**

Safeguarding and promoting the welfare of children means:

- Providing help and support to meet the needs of children as soon as problems emerge.
- Protecting children from maltreatment, whether that is within or outside the home, including online.
- Preventing impairment of children's mental and physical health or development.
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to 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 recognise, report and record concerns in accordance with the whole-school Safeguarding and Child Protection

Policy.

• Staff recognise that younger children may communicate concerns through behaviour, play, emotional presentation, developmental changes or other non-verbal indicators.

• Safeguarding concerns are identified and acted upon at the earliest opportunity.

• The EYFS provision provides a safe physical and emotional environment and meets the safeguarding and welfare requirements set out in the EYFS statutory framework.

• EYFS-specific safeguarding arrangements are implemented consistently alongside the school's whole-school safeguarding procedures.

3. Designated Safeguarding Roles

- **Designated Safeguarding Lead:**
  Milica Jevtić - 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, an ADSL or another appropriately trained member of the safeguarding team is available during EYFS operating hours to provide safeguarding advice and support.
The safeguarding team is responsible for ensuring that concerns are responded to and recorded in accordance with the whole-school Safeguarding and Child Protection Policy, liaising with external agencies where required, and supporting EYFS staff in recognising and responding to safeguarding and child protection concerns.

4. Roles and Responsibilities

All EYFS staff must:

• Complete safeguarding and child protection induction training, including EYFS-specific safeguarding responsibilities.

• Receive regular safeguarding updates and refresher training in accordance with the school's safeguarding training arrangements.

• Understand the signs and indicators of abuse and neglect, including non-verbal, behavioural and developmental indicators that may be particularly relevant to younger children.

• Immediately report any concerns about a child's welfare to the DSL, an ADSL or a Safeguarding Officer, in accordance with the whole-school Safeguarding and Child Protection Policy.

• Record safeguarding concerns accurately, promptly and confidentially using the school's

designated safeguarding recording system.

• Follow the school's safer working practices, including requirements relating to supervision, intimate care and toileting, and the appropriate use of technology.

The **Head of School** is responsible for ensuring that safeguarding policies and procedures are implemented consistently across the school, including EYFS.

The **Designated Safeguarding Governor, Mr Stefan Slijepčević**, provides strategic oversight of safeguarding across the school, including EYFS. The Safeguarding Governor monitors the implementation and effectiveness of safeguarding policies and procedures and meets regularly with the DSL to review safeguarding practice, 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** and that staffing arrangements meet the staff-to-child ratios required by the EYFS framework.

• Children must be adequately supervised, including during indoor and outdoor activities, transitions and toileting, taking account of their age, needs and the activity taking place.

• Staff deployment must ensure that required EYFS staff-to-child ratios are maintained and that children's needs can be met safely.

• The EYFS environment must be appropriately risk assessed and maintained to ensure that it remains safe, clean and secure.

• Doors, gates and other access points must be appropriately secured to prevent unauthorised access or children leaving the premises unsupervised.

• Staff must follow the school's intimate care and toileting procedures, maintaining children's dignity, privacy and safety at all times.

• Where children sleep or rest during the school day, appropriate sleeping arrangements must be provided for their age and needs. Sleeping children must be checked frequently to ensure that they are safe, and any bedding or sleep equipment used must be clean, safe, in good condition and appropriate for the age of the child.

7. Recognising and Responding to Concerns

All EYFS staff must be alert to signs that may indicate abuse, harm or neglect. Younger children may not always be able to communicate concerns verbally, and staff should therefore be particularly attentive to changes in behaviour, emotional wellbeing, development and presentation.

Indicators may include, but are not limited to:

• Unexplained injuries, bruising or marks.

• Significant or unexplained changes in behaviour or emotional wellbeing.

• Regression in development or previously acquired skills, for example sudden loss of toilet training.

• Fear of particular adults, children, places or situations.

• Poor hygiene, persistent hunger or other possible signs of neglect.

• Concerning comments, behaviour, play or interactions which may indicate that a child has experienced or witnessed harm.

Staff must act immediately on any safeguarding concern and follow the reporting and recording procedures set out in the whole-school **Safeguarding and Child Protection Policy**. Concerns must be reported without delay to the DSL, an ADSL or a Safeguarding Officer and recorded accurately using the school's designated safeguarding recording system (ISAMS Wellbeing manager, email to DSL/ADSL, verbally).

Staff must not investigate safeguarding concerns themselves or promise confidentiality to a child. The safeguarding team will determine the appropriate next steps, including whether information should be shared with parents or carers and whether referral to external

safeguarding agencies is required.

The safeguarding induction training covers the indicatiors 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. Consern 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.
- The use of mobile phones, cameras and other electronic devices within EYFS must also be consistent with the school's E-Safety Policy and Staff Code of Conduct.
- Other personal electronic devices with imaging or sharing capabilities must not be used to photograph, record or share images or information about EYFS children.
- Screen use within EYFS must be age-appropriate, appropriately supervised and consistent with current Department for Education guidance on screen use in early years settings.
- Any safeguarding concern arising from the use of technology must be reported in

accordance with the whole-school Safeguarding and Child Protection Policy.

- *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.
- Staff may be suspended or relocated pending investigation to protect children and staff.

Concerns and allegations relating to staff, volunteers or other adults must be reported and managed in accordance with the school's Safeguarding and Child Protection Policy, Whistleblowing Policy and Staff Code of Conduct, including the procedures for low-level concerns and allegations that may meet the harm threshold.

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.