

**Tarporley Pre-School**

Rear of St. Helens Church, High Street, Tarporley, Cheshire CW6 0AG

Telephone: 01829 730233

Safeguarding children, young people and vulnerable adults procedures

**Incapacitated parent Policy**

Incapacitated refers to a condition which renders a parent unable to take responsibility for their child; this could be at the time of collecting their child from the setting or on arrival. Concerns may include:

* appearing drunk
* appearing under the influence of drugs
* demonstrating angry and threatening behaviour to the child, members of staff or others
* appearing erratic or manic

**Informing**

* If a member of staff is concerned that a parent displays any of the above characteristics, they inform the designated person as soon as possible.
* The designated person assesses the risk and decides if further intervention is required.
* If it is decided that no further action is required, a record of the incident is made and stored in the Safeguarding Incidents Communication file.
* If intervention is required, the designated person speaks to the parent in an appropriate, confidential manner.
* The designated person will, in agreement with the parent, use emergency contacts listed for the child to ask an alternative adult to collect the child.
* The emergency contact is informed of the situation by the designated person and of the setting’s requirement to inform iArt of their contact details.
* The designated officer is informed of the situation as soon as possible and provides advice and assistance as appropriate.
* If there is no one suitable to collect the child iArt are informed.
* If violence is threatened towards anybody, the police are called immediately.
* If the parent takes the child from the setting while incapacitated the police are called immediately and a referral is made to iArt.

**Recording**

* The designated person records the incident and stores it in the Safeguarding Incident Recording file.
* Further updates/notes/conversations/ telephone calls are recorded.

This policy was adopted at a meeting of Tarporley Pre-School

Held on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed on behalf of the Management Committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of signatory Vickie Riekert

Role of signatory Chairperson

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| REVIEW DATE | SIGNED BY MANAGEMENT COMMITTEE | NAME OF SIGNATORY | ROLE OF SIGNATORY |
| MARCH 2023 |  |  |  |
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