

Child Protection and Safeguarding Policies (Updated October 2018)

Dance Trix believes that:

- The welfare of children is vital
- All children, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity have the right to protection from abuse
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- All volunteers and chaperones have a responsibility to report concerns to the principals (either Katie Rix or Leanne Curry)

To support this, they will:

- Respect every child's need for and the rights to an environment where safety, security, praise, recognition and opportunity for taking responsibility are available
- Respect each individual's feelings and views
- Recognise that everyone is important and that our differences make each of us special
- Show appreciation of others by acknowledging individual qualities contributions and progress

The dance school has a duty of care to safeguard all children involved in dance from harm. All children have a right to protection and the needs of disabled children and others who may be particularly vulnerable must be taken into account. The dance school will ensure the safety and protection of all children involved in dance through adherence to the Child Protection guidelines. A child is defined as under 18 years old.

Policy Aims

The aim of the Dance Trix Child Protection Policy is to promote good practice:

- Providing children and young people with appropriate safety and protection whilst in the care of the school teachers
- Allow all Dance Trix representatives (including principals, volunteers and chaperones) to make informed and confident responses to specific child protection issues

Promoting Good Practice

Dance Trix will encourage the following:

- Always working in an open environment (e.g. avoiding private or unobserved situations and encouraging an open environment with no secrets)
 - Treating all young people equally, with respect and dignity
 - Always putting the welfare of each young person first, before winning or achieving goals
 - Maintaining a safe and appropriate distance with dancers
 - Building balanced relationships based on mutual trust which empowers children to share in the decision making process
 - Making dance fun and enjoyable whilst also promoting fair play and inclusion
 - Ensuring that if any form of manual/physical support is required, it should be provided openly.
- Care is needed, as it is difficult to maintain hand positions when the child is constantly moving. Young people should always be consulted and their agreement gained.
- Keeping up to date with the technical skills, qualifications and insurance in dance
 - Involving only Enhanced DBS volunteers and chaperones when required for the purposes of a

performance. These volunteers/chaperones will not be left alone with a child or group of children.

- Being an excellent role model to students by demonstrating professional behaviour
- Giving enthusiastic and constructive feedback rather than negative criticism
- Recognising the developments/ needs and capacity of young people— avoiding excessive training or competition and not pushing them against their will.
- Keeping a written record of any injury that occurs, along with the details of any treatment given.
- Requesting written parental consent if the Principals are ever required to transport young people in their cars

The below practices are not acceptable. Dance Trix representatives should never:

- Engage in rough, physical or sexually provocative games
- Allow or engage in any form of inappropriate touching
- Allow children to use inappropriate language unchallenged
- Make sexually suggestive comments to a child, even in fun
- Reduce a child to tears as a form of control
- Allow allegations made by a child to go unchallenged, unrecorded or not acted upon
- Do things of a personal nature for children that they can do for themselves

Guidelines for use of photographic filming at dance events

Upon joining Dance Trix, a registration form is completed by a parent/guardian so that if any kind of photographic material or video of your child is required e.g. DVD of a performance or for advertisement material, then parental permission will have already been granted or denied.

Parents/guardians can amend the permissions on this form at any time. Those who have denied permission for photographs or filming must be aware that this is unavoidable in certain situations i.e. the annual show, and will be given due notice to withdraw their child from such events if desired unless consent is gained in writing.

Students/parents/carers are not allowed to record or take photos during group classes or performances.

Recruiting volunteers

Dance Trix recognises that anyone may have the potential to abuse children in some way and that all reasonable steps are taken to ensure that unsuitable people are prevented from working with children.

We only have Enhanced DBS checked volunteers and licensed chaperones assisting with our performances, having seen all of their relevant documents. No volunteer is left with children unsupervised.

Responding to suspicions or allegations

It is not the responsibility of anyone working in Dance Trix in any capacity to take responsibility or to decide whether or not child abuse has taken place. However, there is a responsibility to act on any concerns through contact with the appropriate authorities.

The dance school will assure all staff/volunteers that it will fully support and protect anyone, who in good faith reports his or her concern, that a colleague/volunteer is or may be abusing a child. When there is a complaint against anyone acting on behalf of Dance Trix, there may be three types of investigation:

- A criminal investigation.
- A child protection investigation.
- A disciplinary or misconduct investigation.

The results of the police and child protection investigation may well influence the disciplinary investigation. Please see our safeguarding policy below for more information.

Action to help the victims and preventing bullying in dance

Dance Trix will:

- Take all signs of bullying very seriously
- Encourage all children to speak and share their concerns
- Help the victim to speak out and tell the person in charge or someone of authority
- Create an open environment
- Investigate all allegations and take action to ensure the victim is safe
- Speak with the victim and the bully/ies separately
- Reassure the victim that you can be trusted and will help them, although you cannot promise to tell no one else
- Keep records of what is said (what happened by whom, when etc)
- Report any concerns to either/both of the Principals

Bullying can include, but is not limited to:

- Physical pushing, kicking, hitting, pinching etc.
- Name-calling, sarcasm, spreading rumours, persistent teasing and emotional torment through ridicule, humiliation and the continual ignoring of individuals.
- Racial or Homophobic taunts, graffiti, gestures
- Sexual comments and/or suggestions
- Abusive text messages, phone calls emails or chat room messages

Action towards bullies. Dance Trix will:

- Talk with the bully/ies explain the situation and try to get the bully/ies to understand the consequences of their behaviour
- Seek an apology to the victim/s
- Inform the bully's parents
- Impose sanctions as necessary, which can involve exclusion from the school
- Encourage and support the bully/ies to change behaviour
- Inform all appropriate members of the action taken
- Keep a written record of action taken (whom, when etc)

Safeguarding Policy and Procedure

Policy Statement

Children, young people and vulnerable adults have the right to participate, have fun and be safe in the services provided for them and the activities they choose, or their parents/carers choose for them

Dance Trix is committed to safeguarding children, young people and vulnerable adults and protecting them from abuse when they are engaged in services organised and provided by Dance Trix. We will endeavour to keep children, young people and vulnerable adults safe from abuse and suspicion of abuse will be responded to promptly and appropriately. We will act in the best interest of the child, young person or vulnerable adult at all times.

We will proactively seek to promote the welfare and protection of all children, young people and vulnerable adults. Dance Trix will ensure that unsuitable people are prevented from working with children, young people and vulnerable adults through using safe recruitment and selection processes.

Dance Trix will take any concern made by a service user, employee, volunteer or child/vulnerable adult seriously and sensitively. Concerns cannot be anonymous and should be made in the knowledge that, during the course of any enquiries, the agency that made that referral will be made clear.

Dance Trix will not tolerate harassment of any service user, employee, volunteer or child/vulnerable adult who raises concerns of abuse.

Procedure

Any concerns will be brought to the attention of Katie Rix or Leanne Curry who will report the concern to Essex Social Care Direct.

Those raising the concern must be made aware that the concern will be shared with appropriate people but will be treated in confidence as far as possible

Officers, employees and volunteers must not discuss the concern except with the designated officer and any agent of the organisation responsible for investigating the concern.