

Karen Hollebon

School Of Dance

Child Protection Policy

Introduction:

The Karen Hollebon School of Dance is fully committed to safeguarding the well being of children involved in its activities. The policy applies to all staff, chaperones and volunteers working in the school. All staff are expected to work within this policy to safeguard children attending classes, rehearsal, competitions and productions organised by the school. A child is defined as a person under the age of 16 years.

Underlying principles:

All children deserve the opportunity to achieve their full potential.

All children have the right to be safeguarded from harm and exploitation whatever their:

- Race, religion, ethnicity or first language
- Gender
- Age
- Health or disability

Promoting good practise:

All staff should be encouraged to demonstrate exemplary behaviour in order to protect themselves from false allegations.

Good practise means:

- Treating all children/young people equally with respect and dignity
- Putting the welfare of the child/young person first.
- Always be publically open when working with child, avoiding situations where a staff member and individual child are completely unobserved.
- Never leave children unattended.
- All members of staff and chaperones will be required to have Criminal Record Bureau (CRB) clearance.
- Ensuring that the child has been released into the care of an appropriate adult and collected from the premises.
- Permission must be sought for the taking of photographs or filming.
- Establish a safe environment in which children can learn and develop.
- All staff and chaperones must be made aware of child protection issues, signs of abuse and responsibility for referring any concerns to the principal (Karen Hollebon).

- Ensuring safe recruitment in checking the suitability of staff and chaperone to work with the children.
- Ensure that parent's have an understanding of the responsibility placed on the school and staff for child protection.
- Parents will be expected to provide supervision when their child is not in class and at all times whilst waiting for class to commence/finish.

Physical Contact:

In relation to the teaching of dance it may at times be necessary for teachers to touch children. Parents and carers will be advised of this at the time of registration for a class.

Actions to be taken if child protection concerns are identified:

A member of staff will notify the school principal (Karen Hollebon) of any concerns immediately. The principal will contact West Sussex Social Services Department with any concerns raised. Social Services Departments are responsible for investigating any concerns and deciding on the course of action to be taken.

Every effort should be made to ensure confidentiality is maintained for all concerned. Information should be handled on a need to know basis only. Information should be stored in a secure place, in line with data protection laws.

Contact Numbers:

Mid Sussex DC	01444 446100
NSPCC	0800 800 500
Childline	0800 1111
Education Welfare Service	01293 895213

Date: 15/12/08

Reviewed: 23/7/11