

Safeguarding and Child Protection Policy

Chloe Elizabeth School of Dance

This policy is always available on request from the school principal (Mrs Chloe Webster).

Purpose and Aims

The purpose of this safeguarding policy is to ensure every child who is at the school is safe and protected from harm. It is designed to cover child protection issues and responsibilities.

This means we will always work to:

- Ensure all children and adults are treated with respect
- We will ensure a safe and comfortable environment is available for all classes.
- All staff adhere to the school's professional code of conduct
- Protect children and young people
- Prevent impairment of our children's and young people's health or development

This policy applies to all pupils, staff, parents and volunteers. This policy establishes the roles and responsibilities of everyone who teaches at CE Dance in relation to the protection of children and young people with whom their work brings them into contact. In the context of child protection, children and young persons refers to anyone less than 18 years of age. The dance school fully recognises the contribution it can make to protect children from harm and supporting and promoting the welfare of all children who attend.

Ethos

The welfare of the child or young person is of paramount consideration. All children and young people, regardless of age, disability, gender, racial or ethnic origin, religious belief and sexual identity have a right to protection from harm or abuse.

The school will establish and maintain an ethos where pupils feel secure, are encouraged to talk, are listened to and are safe. Children at our school will be able to talk freely to any member of staff at our school if they are worried or concerned about something.

Responsibility

It is everyone's responsibility at CE Dance to promote the protection of children and young people. In following the policy, staff are always expected to maintain a sense of proportion, apply common sense to situations and protect the child's welfare as priority. Every member of staff should always act in the best interest of the child and have a responsibility to report to Mrs Chloe Webster.

It is not the responsibility of staff to investigate welfare concerns or determine the truth of any disclosure or allegation. All staff, however, have a duty to recognise concerns and pass the information on in accordance with the procedures.



This policy is also intended to protect freelancers. It is part of the CE Dance duty of care to ensure that staff are never placed in situations where abuse might be alleged. It is not intended that the policy should restrict staff from normal ways of working, but staff always need to consider how an action or activity may be perceived as opposed to how it is intended.

When working with Children, CE Dance's normal Healthy and Safety polices, and guidelines also apply. (please see health and safety policy and guidelines).

DBS

CE Dance projects fulfil its obligations for child protection as fully as practicable, for example DBS checks for staff will be used wherever appropriate.

Responsibilities of the Nominated Person

The Nominated Person for Child Protection is ***Chloe Webster***, who is also the point of contact for Child Protection issues and concerns throughout.

- A. The Nominated Person maintains a current knowledge of child protection and safeguarding.
- B. The Nominated Person will monitor all projects involving children, the level of that involvement and any issues which come up.
- C. The Nominated Person ensures that, in cases where the position will entail unsupervised work, i.e. training, regular mentoring, supervising or being in sole charge of children and young people, a disclosure from the DBS will be undertaken before an individual embarks on the project.
- D. The Nominated Person will record self-disclosure and DBS activity.

Parents

We are committed to working with parents positively, openly and honestly. We ensure that all parents are treated with respect, dignity and courtesy. We respect parents' rights to privacy and confidentiality and will not share sensitive information unless it is necessary to do so in order to safeguard a child from harm.

In order to keep children safe and provide appropriate care for them, the school requires parents to provide accurate and up to date information regarding contact details, emergency contact details and to communicate with us of other authorised adults to collect the child. C E Dance will retain this information under GDPR regulations until they leave the school.

Parents are asked to stay with any junior age children until the class has started and return 5 minutes before the end of the class to ensure safe collection. Pre-school and infant age children – parents are required to stay in the building for duration of the class but if you need to leave you must inform the teacher. If another person is collecting your child from class, you must inform the teacher. If any parent is late to collect a child, we will ensure the child is kept safe with the teacher. Pupils must inform the dance teacher at the beginning of lesson if pupils are being allowed to walk home unsupervised.

Consent

Parents are asked to complete a consent form for the use of photographs and videos taken by the Dance School. We will not use photographs without consent. Parents are not allowed to take photographs during classes or projects without permission and are not permitted to use on social media without the consent of the parent/guardian of children involved.

Personal Data

All personal data on young people is to be kept secure, not passed onto a third party and securely deleted once no longer needed. Further details can be found in the GDPR Policy.