

## CHILD PROTECTION & SAFEGUARDING POLICY

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### UPDATED TO INCLUDE LIVE-STREAMING SAFETY\*

This policy applies to anyone working on behalf of Northern Dance Centre including the Principal, Teachers, Volunteers and Chaperones, Student Helpers and Students, and covers children under the age of 18 and/or vulnerable adults under the age of 24.

We believe that no child or young person should be the subject of neglectful or abusive behaviour. We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We will promote and maintain the welfare of every child in our care and seek to protect them from harm regardless of race, age, disability, gender, sexual orientation, religious belief or any other form of identity or creed. We will create a safe and welcoming environment for all.

To protect children and young people in our care, we will:

- Value and respect children and listen to what they have to say
- Work with children, parents and relevant organisations
- Share our policy with all teachers, parents and students
- Appoint a nominated child protection lead for children and young people, and a deputy for safeguarding
- Ensure all required checks are made when hiring teachers and that those in regular contact with children hold a current DBS check
- Provide appropriate training and support to all teachers
- Record, store and use information professionally and securely, in line with data protection legislation and guidance.
- Create and maintain an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise.
- Ensure that we have effective complaints and whistle-blowing measures in place.
- Ensure that we provide a safe physical environment for our children, young people, teachers and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- Build a safeguarding culture where teachers and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.
- Develop and implement an effective online safety policy and related procedures
- Take responsibility for children and young people's safety when in our care
- Seek permission from parents before taking images (photographs or film) of students and inform them how and where the images will be used
- Report suspected neglect or abuse to the nominated member of staff, relevant organisation, or police
- Ensure that this policy is regularly updated

Additional guidance can be found in the following documents at the end of this policy:

- (A) Reporting Suspected Neglect or Abuse
- (B) Appropriate Physical Contact in Dance
- (C) Use of Photographs and Film of Children
- (D) Live-streaming Classes via Zoom\*

## ADDITIONAL GUIDANCE A: REPORTING SUSPECTED NEGLECT OR ABUSE

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Concerns regarding a child's welfare can be reported by:

- Parents
- Teachers
- Friends
- The child or young person

All allegations of neglect or abuse will be taken seriously. If a concern is reported directly by the child or young person we will not seek to disagree, ask probing or leading questions, or do anything else which may discourage them.

We will make clear that reported concerns cannot be kept confidential but will need to be shared with a nominated member of staff or external organisation. Parents or guardians will also be involved if appropriate. **We recognise that early action is vital. Any concerns will be reported immediately.** If the child or young person is in immediate danger of harm, we will contact the police.

## ADDITIONAL GUIDANCE B: APPROPRIATE PHYSICAL CONTACT IN DANCE

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Teaching dance is a physical activity and a teacher will sometimes need to make physical contact with a student to show an idea or to correct the student's position. This can include:

- Lifting
- Adjusting arms, legs, rib cage, hips, feet, hands or head
- Moving one student in relation to another

Where contact is needed, we will remain sensitive to the student's wishes and put their welfare first. In all cases, we will say why and how we will be correcting the student's position before making any contact. We encourage students to report any concerns.

## ADDITIONAL GUIDANCE C: USE OF PHOTOGRAPHS & FILM OF CHILDREN

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We recognise that taking images of students in our care may not always be appropriate and that some children and parents may not want images taken at any time. Therefore, before taking images of a child or young person, we will:

- Make clear to the child and parent where and when the image will be taken
- Clearly identify the person who will be taking the image
- Explain how the image will be used, e.g. whether it will be posted on social media or printed to be displayed at the school
- Seek written agreement from parents that images can be taken of their child (*This is the Parent or Guardian's signature on the Northern Dance Centre registration form*)

Where we have publicly displayed images at our school or on social media, parents and students may withdraw their permission at any time. In such cases, the images will be removed as soon as is reasonable and without question.

We ask that any parent wanting to take photographs or film at our events only do so with our prior permission. Permission will only be granted on the agreement of all present.

## \*ADDITIONAL GUIDANCE D: LIVE-STREAMING CLASSES VIA ZOOM

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- Wherever you choose to participate, everything within the camera's lens is visible and if parents or siblings join in you may be seen (*but only classmates in that class can see you, it is **not** an "open" class and **not** visible to the public*).

- For safety children must wear their correct dance uniform and have their hair done properly as for class. This ensures you can dance safely and also adds to the sense of "occasion" - we want you to feel as if you are still coming to class. Same rules, no earrings, no jewellery, no watches etc.
- Teachers must also dress appropriately as for a regular dance class, and will stand in an open and clearly visible space with as far as possible a plain background for good visibility.
- Children and students are asked take part in a communal or family room and not their own bedroom or a private space. We also recommend that a parent or guardian stays in the room for the duration of the class.
- Your screen should be placed so you can see it safely whilst dancing; if possible link up your phone, iPad or laptop to a large TV screen.
- Please make sure there is enough space to move. We cannot take any responsibility for accidents at home. We won't be asking you to do things that take up a huge amount of space, but be careful not to trip over a rug or stub your toe on the table, fall over the sofa or your pets.
- For Tap you might want to find a hard floor, or tap on a piece of hardwood or old lino.
- Once you have greeted the teacher you have the option to switch off your own camera, so that you can participate in the class without being seen by anyone. The teacher lets class members "in" so that no-one can invite themselves or use a forwarded e-mail to gain access. Once everyone is in teachers "lock" the door.

#### CONTACT DETAILS

<b>Nominated Child Protection Lead</b>	<b>Deputy Child Protection Lead</b>
<i>Amy Addison</i>	<i>Lucy Kaupe</i>
amyaddison@aol.com	northerndancecentre@aol.com

NSPCC Helpline  
0808 800 5000

This policy statement came into force on 18<sup>th</sup> March 2020.

We are committed to reviewing our policy and good practice annually, and will review this unprecedented situation regularly.

Signed: ..... Amy Addison, Principal, Northern Dance Centre .....

Date: ..... 23/10/20 .....

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This policy has been drawn up on the basis of legislation,  
policy and guidance that seeks to protect children in England.  
A summary of the key legislation is available from [nspcc.org.uk/learning](http://nspcc.org.uk/learning)