

The policy has been produced by Stephanie Ellis, proprietor, with reference to the non-statutory government guidance for *Safer Working Practice for Adults who work with Children and Young People in Education 2019*

North Central Herts Schools of Dance (NCH) has a 'duty of care' to provide a safe environment for children under 18 years of age and vulnerable adults. NCH will take all reasonable steps to ensure that safeguarding and promoting the health and welfare of children and vulnerable adults is embedded in to our practise and through all interactions, classes and activities. We will safeguard the needs of all children and vulnerable adults regardless of age, disability, gender, race, sexual orientation, identity or religious belief. We believe that we all have the right to equal protection from harm or abuse.

Within our school we will ensure that all participants can enjoy:

- A safe and comfortable environment for all of our classes.
- Teachers with up to date DBS certificates including volunteer chaperones who will need to produce a chaperone license issued by their local authority.
- Teachers who continue to participate in professional development
- Comprehensive insurance

Physical contact

Physical contact may be required for teaching dance students, this can include guiding body parts into movements, providing physical supports and with smaller children includes holding hands. During performances chaperones may need to help pupils to get into or out of their costumes.

NCH are not able to provide intimate care for pupils and this responsibility rests with parents and carers.

First Aid

Our teachers are trained first aiders. Accidents will be reported and logged into our incident book. Students and parents are required to inform teachers of any medical condition or injury that may cause a problem during a class. Our teachers retain the right to ask a child to stop participating in an activity if they deem it likely to cause or worsen an injury.

Photographs and Videos

Parents must complete the provided consent form for the use of photographs and videos taken by NCH. We will not use photographs of your child without this consent in line with GDPR regulations. Parents are not permitted to take photographs of any children other than their own and are not permitted to share photographs of other

pupils without the consent of the parent/guardian of other children involved. NCH will not include identifying information when posting photographs on their social media sites.

Studio/hall

Parents of younger children are requested to stay with their children until the class has started and return 5 minutes before the end of the class to ensure safe collection. Children will only be allowed out of the class when a parent or guardian is present. If another person is collecting a child from class the teacher must be informed at the beginning of the lesson. Older pupils (under 16) are able to leave independently where consent has been granted by their parents.

Safeguarding concerns

NCH Teachers

Should one of our NCH teachers have a safeguarding concern regarding a pupil or a vulnerable adult they have a legal duty to respond quickly and in line with our staff safeguarding procedures.

If there is no immediate risk of significant harm to the child/vulnerable adult this may include a conversation with parents/carers.

Where there is deemed to be a risk of significant harm the teachers will immediately report their concerns to the NCH Designated safeguarding leader.

Parent/Carer concerns

Should parents/carers have a safeguarding concern regarding a pupil within NCH or regarding the unsafe conduct of a teacher please contact the Designated Safeguarding Leader. If you feel that the pupil is at immediate risk of significant harm contact Children's Services yourself on 0300 1234043

Further information on what constitutes child abuse can be found at:

<https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/>

NCH Level 3 Designated safeguarding officer: Name: Julie Petitt

Email: safeguarding.sbs.nch@outlook.com

NCH Proprietor: Stephanie Ellis **07761809074** steph@nchschooldance.co.uk

Next Review: March 2022

Hertfordshire Children's Services- 0300 123 4043

If you or a student is in immediate danger call 999