



SAFE GUARDING POLICY

Effective from April 1st 2018

Principal Hannah Carter

This Policy was last updated on the 29/07/2019

VENUE: Dulwich Prep Cranbrook, Coursehorn Lane, Cranbrook, Kent TN17 3NP

Preliminary Statement.

The safety of children and members of other vulnerable groups is paramount and all without exception, have the right to protection from abuse. All suspicions and allegations of abuse will be taken seriously and reported swiftly and appropriately and all staff and chaperones have a responsibility to report concerns.

Reporting Incidents:

All witnessed, suspected or alleged violations of the Child Protection Policy will be immediately reported to the Designated Safeguarding Leader (DSL), who will record and act on these in a confidential manner. The DSL, Hannah Carter, will take appropriate action to protect the child/children in question from further harm and others in the organisation during and following an incident or allegation. The relevant contact details for child protection services, local social services department, police, emergency medical help and help lines (e.g. NSPCC) will also be readily available and easily accessed.

1. The object of The Creative Dance Company is to offer classes and training to children aged 4-18 years old in Dance and Musical Theatre. The children are also given the opportunity to perform in professional theatres and take part in Festivals and competitions.

2. The Creative Dance Company, aims to provide as far as is reasonably practicable a safe and welcoming environment for all students.

3. The policy relates to children under the age of 18 years and those vulnerable adults who are identified to the Creative Dance Company.

4. Staff and Personnel: All staff is required to undergo the following:

A. A satisfactory clearance through a police check conducted by the Criminal Records Bureau.

B. Both acceptance of and commitment to our Safe Guarding Policy.

C. Signing a personal declaration stating any criminal convictions, including spent convictions.

D. Providing the name and contact information of two character references they have known for no less than two years, excluding family member.

5. This policy is made available at all times to parents and students on our website www.creativedanceco.co.uk

6. Creative Dance staff and chaperones who have been DBS checked are the only adults permitted to work backstage or in the dressing rooms with children.

7. When parents are dropping children off to class they must hand the child over personally to a member of staff who will then take responsibility of the child for the duration of the class. At the end of the class a staff member will personally return the child to the parent. Please note that no child will be permitted to leave the building or meet a parent in the car park.

8. We regret that no photography or video recording by parents or members of the audience is allowed during any of our performances.

9. The Creative Dance Company is responsible for this policy and its implementation and will ensure that it is regularly reviewed. The legislation on which this policy is based is :The Children Act 1989; The Police Act 1997; The Data Protection Act 1998; The Human Rights Act 1998; The Protection of Children Act 1999; The Criminal Justice and Court Services Act 2000, The Children Act 2004 and The Protection of Vulnerable Groups Act 2006.

Designated Safeguarding Leader (Principal)

19 Harry Saunders Lane

Ashford

Kent

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