



## **Inspire School of Dance CHILD PROTECTION POLICY – Jan 2008 Onwards**

The aim of this policy is to:

- Ensure the safety and well-being of pupils, staff and parents/guardians whilst attending classes and representing the dance school. This policy links very closely, and should be viewed alongside the Behaviour and Conduct Policy and Health and Safety policy.

This policy is adapted from guidelines issued by the IDTA (International Dance Teachers' Association) – an original copy of which can be obtained from them.

1. It is the policy of the school to provide efficient, up-to-date, enjoyable and safe instruction in dance to all pupils who enrol in the school or join in the classes or activities.
2. The premises and equipment will be checked regularly for any defects or faults that exist or may have developed which might present hazards to any attending the premises.
3. The premises will be checked to be to a standard of cleanliness required to prevent any hazard to health from accumulated dirt or rubbish, prior to each session.
4. All instruction will be geared to the previous experience and abilities of the pupil(s) and no person will be required to perform movements beyond their intrinsic capabilities. Staff will be sensitive to all pupils' religious beliefs and culture.
5. No energetic instruction will be given without pupils undergoing a "warm-up" session, and after an energetic session completing a "warm-down" session.
6. All accidents or injuries to staff or pupils will be recorded on a 'accident, near-miss, incident and assault' form, which will be kept for a minimum period of 4 years from the date of event.
7. A qualified first aider will be present for all teaching sessions, along with appropriate first aid equipment.
8. No very young pupil will be allowed to leave the school premises until collected by a parent, guardian or other adult authorised to do so by a parent or guardian. A member of staff will remain on the premises until all pupils have left.
9. No pupil under age 16 will be driven home by a member of staff in his/her car without the permission of a parent or guardian or in the event of an emergency.
10. Normally no member of staff will be alone with a young pupil for any substantial period of time without the consent of a parent or other authorised person.

11. If appropriate, changing facilities will be provided. Where possible parents should supervise their own children in the changing area otherwise supervision will not be by a single adult.
12. No child may be photographed or videoed without the consent of parent or guardian.
13. No staff will knowingly be employed who have a criminal record for child molestation. Where appropriate suitable checks will be made with the Protection of Children Act list and the DfEE List 99 and if the applicant is recorded on either s/he will not be employed in a position that involves dealing with children.
14. Only suitably qualified persons will be employed in a teaching capacity while any student engaged to assist with teaching will only work under the supervision of a qualified member of staff.
15. In the event of activities outside the school premises the instructors will regard themselves as being in "loco parentis" and, so far as applicable and within their control, apply the preceding and subsequent guide lines as if the event was in their own studio.
16. Teachers will avoid any unnecessary physical contact with pupils. However parents should understand that some aspects of teaching involve some contact. Where it is necessary teachers will use the utmost discretion.
17. The school principal(s) will ensure that s/he and the members of staff are properly covered against incidents involving public liability and professional negligence insurance.
18. The school principal(s) undertake not to involve in misleading or false advertising.
19. No form of discrimination, by religion, colour, the child's background and so on will be tolerated in the school.
20. At all times, all staff will endeavour to keep the highest standards of instruction and behaviour. The school principals retain the right to discharge from the school any pupil who persistently disrupts the tuition, uses offensive language, or other anti-social behaviour.

In addition to the points detailed above, Inspire School of Dance also operates within the guidelines of Hearsall Baptist Church's 'Safe to Grow' policy – a copy of which can be obtained from the Dance School principal or Hearsall Baptist Church.

Policy Revised: 1<sup>st</sup> February 2010