

## **SAFEGUARDING POLICY**

**Rebecca Sherman T/A Let's Dance Academy (LDA)**

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### **LDA commitments and aims:**

This policy applies to anyone working under the umbrella of Let's Dance Academy.

### **The purpose of this policy:**

- To protect children and young people who receive classes at Let's Dance Academy.
- To provide LDA teachers with the overarching principles that guide our approach to safeguarding and child protection;

LDA believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them.

### **We recognise that:**

- The welfare of the child is paramount, as enshrined in the Children Act 1989
- All children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or abuse
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with children, young people, their parents, careers and other agencies is essential in promoting young people's welfare.

### **We will seek to keep children and young people safe by:**

- Valuing them, listening to and respecting them
- Appointing a Designated Safeguarding Officer COSO for children and young people, a deputy and a lead board member for safeguarding
- Using teachers that are well qualified, ensuring all necessary checks are made.
- Using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and careers appropriately.

- Using our procedures to manage any allegations against teachers appropriately
- Creating and maintaining an anti-bullying environment
- Ensuring that all complaints are directed directly to the Principal

I, on behalf of Let's Dance Academy am committed to responding promptly and appropriately to all incidents or concerns of abuse that may occur and to work with statutory agencies in accordance with the procedures that are set down in 'what to do if you are worried a child is being abused' (DFES 2006) and 'Working together to safeguard children'

- I am committed to empowering young children, promoting their right to be strong, resilient and listened to.
- Creating an environment in my classes, which encourage children to develop a positive self-image, which includes their heritage arising from their colour and ethnicity, their languages spoken at home, their religious beliefs, cultural traditions and home background.
- Encouraging children to develop a sense of autonomy and independence.
- Enabling children to have the self-confidence and the vocabulary to resist inappropriate approaches.
- Encouraging them to take part in group activities but also being confident enough to work alone on the given genre.
- Encouraging them to grow and express themselves positively through movement and dance.
- Encouraging dance as a form of fun, physical exercise and a way to stay healthy.

#### **Liaison with other bodies:**

I work within the Hertfordshire Safeguarding Children Board guidelines. I will notify the registration authority (Ofsted) of any incident or accident and any changes in our arrangements, which affect the well being of children. If a referral is to be made to the local authority social care department, I act within the area's Safeguarding Children and Child Protection guidance in deciding whether we must inform the child's parents at the same time.

#### **Teaching:**

If at any time a LDA teacher is unhappy regarding a decision made myself Rebecca Sherman they are to arrange a meeting with a mutual person present to discuss the issues.

I Rebecca Sherman, and all of the teachers working under LDA hold an "enhanced disclosure" check with the Criminal Records Bureau and hold all the relevant insurance.

I recognize the difference between in-appropriate and appropriate 'touch' I will give comfort and security to any child that's frightened, stressed or injured. I will always do this in an open environment where other children and staff are present, I will explain to parents/carers when a child has needed extra care during the session. In line with usual procedures, accident, incident forms will also be filled in as required. I also recognize the need to touch children during activities such as creating a position, correcting technique and realigning the student in order to make their practice safe. Parents/carers have the right to exclude children from activities if they would like to.

The school holds responsibility for the number and names of students coming into the class. I hold the right to refuse a student if I deem their attendance to be harmful to others.

**Responding to suspicions of abuse:**

I acknowledge that abuse of children can take different forms- physically, emotionally, sexual and neglect.

When children are suffering from physical, sexual or emotional abuse, or experiencing neglect, this may be demonstrated through the things they say (direct or indirect disclosure) or through changes in their appearance, their behaviour, or their play.

Where such evidence is apparent, I will make a dated record of the details of concern. The information will be securely stored.

I take care not to influence the outcome either through the way I speak to the children or by asking questions of children.

**Complaints & Allegations teachers working under LDA- where applicable**

I work alone on a self-employed basis trading as Let's Dance Academy, therefore I do not employ staff. However, self employed teachers working under the umbrella of LDA will have read and signed that they have understood and will apply the aims and procedures listed in this document.

I will ensure that all parents know how to complain about teachers or volunteer action within my classes, which may include an allegation of abuse.

I follow the guidance of the Hertfordshire Safeguarding Children Board when responding to any complaint that a member a teacher or volunteer has abused a child. I will initially record but not investigate the alleged incident and call the Local Authority Designated Officer (LADO) on 01992 556979. They will inform me on the next steps required in dealing with the allegation.

I must tell the teacher that they are expected to disclose any convictions, cautions, court orders, reprimands and warnings that may affect their suitability to work with children (whether received before or during their employment at the setting). I will not allow people, whose suitability has not been checked, including through a criminal records check, to have unsupervised contact with children being cared for.

Ofsted requirement 3.15- A teacher may be disqualified because they live in the same household as another person who is disqualified, or because they live in the same household where a disqualified person is employed.

I follow all the disclosure and recording procedures when investigating an allegation that a teacher or volunteer has abused a child as if it were an allegation of abuse by any other person.

Teachers or volunteers must not be under the influence of alcohol or any other substance, which may affect their ability to care for children. If practitioners are taking medication that may affect their ability to care for the children, those practitioners should seek medical advice. Teacher's medication on the premises must be securely stored, and out of reach of children, at all times.

I respond to any disclosure by children or teachers that abuse by a member of staff may have taken, or is taking place, by first recording the details of any such alleged incident.

I will co-operate entirely with any investigation carried out by social services in conjunction

with the police

**Training:**

I ensure I know the procedures for reporting and recording their concerns.

Recording suspicions of abuse and disclosures.

I make a record of:

The child's name

The child's address

The age of the child

The date and time of the observation or disclosure

An objective record of the observation or disclosure

The exact words spoken by the child as far as possible.

The name of the person to whom the concern was reported, with date and time.

The name of any other person present at the time.

These records are signed and dated and kept in a separate file.

**Informing parents:**

Parents are normally the first point of contact

If a suspicion of abuse is recorded, parents are informed at the same time as the report is made, except where the guidance of the Hertfordshire Safeguarding children Board does not allow this. This will usually be the case where the parent is the likely abuser. In these cases the investigating officers will inform parents.

**Confidentiality:**

All suspicions and investigations are kept confidential and shared with only those who need to know. Any information is shared under the guidance of the Hertfordshire safeguarding Children Board.

**Performances:**

During performances, or when appropriate, this policy needs to be read in conjunction with Hertfordshire's Chaperone Guide, found at the below website:

<https://www.hertfordshire.gov.uk/media-library/documents/schools-and-education/performance-licence/chaperone-guide.pdf>

I acknowledge that I have been given a copy of the safeguarding policy:

Signed..... Date.....