

CHILD PROTECTION POLICY

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The Dance Movement, Farnham Maltings, Bridge Square, Farnham, Surrey GU9 7QR

Telephone no: 0845 450 5441 Email: rachel@thedancemovement.co.uk

The Dance Movement is a registered company in England number 3893579

Child Protection Policy last updated 24/10/08

STATEMENT

The Dance Movement is committed to safeguarding the welfare of the children we work with and has established this child protection policy and a staff code of practice.

DEFINITIONS

The law defines someone as a child until they are 18 years old.

Child protection involves excluding known child offenders, preventing abuse in our care and recognising and responding to the signs of abuse.

When referring to The Dance Movement staff this includes: artists, contracted freelance teachers and volunteers.

PROCEDURE

The Dance Movement aims to:

- Ensure that all staff who have access to young people undergo a criminal records disclosure by the Criminal Records Bureau, and references will be sought from previous employers.
- All staff will be given clear established roles for education work.
- Request information regarding special needs of children before the workshop commences.
- Carry out evaluations after all work involving young people, completed by teachers/staff members, to ensure that any problems are identified and addressed in the future.
- Ensure that all staff understand and have access to The Dance Movement's policy, procedures and guidelines on Child Protection and that all staff understand the principles and procedures including our different roles and responsibilities.

RESPONDING TO CONCERNS

Concerns for a child may come to the attention of staff in a variety of ways through observation of behaviour, injuries or through disclosure. Any member of staff who has a concern for a child should discuss this with The Dance Movement Child Protection Monitor (Rachel Deadman, programme director) as soon as is practically possible.

The Dance Movement Child Protection Monitor will report all incidences to the host organisation and will assist in decisions as to whether the child should be referred to Social Services. This may lead to consultation with Social Services for advice as soon as is practically possible.

Concerns will in most cases be discussed with parents of the child by the member of staff with the concern (after the member of staff has spoken with The Dance Movement Child Protection Monitor). The exception to this is when it is inappropriate to do so for reasons of possible increased risk to the child or staff member.

RESPONDING TO DISCLOSURES

If a child makes a disclosure of abuse to a member of staff they will:

- NEVER promise to keep it a secret
- Allow the child to make the disclosure at their own pace in their own way
- Avoid interrupting except to clarify what the child is saying
- Not ask leading questions or probe for information that the child does not volunteer

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- Reassure the child that they have been heard and explain what you will do next and to whom you report to
- Report the conversation as soon as possible to the Child Protection Monitor.

GENERAL CODE OF CONDUCT

Members of staff who work with children must ensure that he/she:

- Acknowledges the age group and capabilities they are working with and match their working style accordingly.
- Does not use any foul or abusive language or untoward behaviour.
- Does not bully any children and that there is no bullying going on within the group (if there is, this must be reported at once to the supervisor in charge at that time).
- Shows respect and courtesy to the children at all times.
- Is always punctual and on time.
- Does not go into the toilet alone with the children.
- Does not meet with children outside organised activities.
- If on occasion privacy is required, a supervisory adult should be informed and at least one should be within earshot of the conversation. The door should be left open.
- Avoids unnecessary physical contact with children. When physical touch is required during dance teaching, or when an injury occurs or the children are distressed, the involved adult should explain to the children exactly what he or she is doing but only with the consent of the child and in full view of as many persons as possible.
- Be careful of extending hugs and celebrations where bodily contact is involved. This is important not only for the protection of the children but of TDM artists, volunteers, workshop leaders, facilitators and trainees also.
- Records and reports the incident to another adult if a child touches them in an inappropriate place. While an incident could be purely innocent or horseplay, efforts should be made to inform the offending child that this behaviour is not acceptable – but in a manner that does not intimidate the child.
- Never keeps suspicions of abuse by a colleague to themselves. If there is an attempt to cover up they could be implicated by their silence. It is vital to inform the appropriate person at The Dance Movement at once, of their suspicions.
- Should never engage in sexually provocative manner or indulge in horseplay, which may be construed by children or adults in the wrong manner.
- Should never allow children to use foul language unchallenged.
- Never makes sexually suggestive comments about, or to the children, even in fun.
- Never lets allegations made by the children to go un-addressed and un-recorded.

ALLEGATIONS INVOLVING MEMBERS OF STAFF

Any proven allegation of misconduct may result in the dismissal of the member of staff or appropriate alternative disciplinary action.

USEFUL CONTACT DETAILS

The Dance Movement Child Protection Monitor

Rachel Deadman

Mob: 07855 941 229

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Social Services

If you think that a child or young person under the age of 18 years is being abused or neglected, you should inform the local office of your Social Services Department or the police.

The telephone number of the Surrey County Council Social Services Department office is: 08456 009 009

If you are a professional worker with information or concerns about a child or young person, you should inform your local Social Services office as above. In addition, you should also confirm your referral in writing as quickly as possible. If you are in doubt about making a referral to Social Services, you should consult, within your agency, with the manager or practitioner with designated responsibility for child protection. If this is not possible or if you need further advice, you should consult with your local Social Services office.

NSPCC

Child Protection Helpline

Tel: 0808 800 5000, Textphone: 0800 056 0566