**Gracie Grooves Dance Studio**

**Child Protection and Safeguarding Policy September 2016**

Gracie Grooves Dance Studio acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practise reflects statutory responsibilities, government guidance and complies with best practice. This policy applies to staff, volunteers and chaperones working within the dance school to safeguard children attending classes, rehearsals, productions, festivals, fetes and school trips

A child is defined as a person under the age of 18 (The Children Act 1989)

The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation or socio-economic background, all children

* Have a positive and enjoyable experience whilst participating in classes and events with Gracie Grooves Dance Studio.
* Are provided with appropriate safety and protection whilst in the care of Gracie Grooves Dance Studio

As part of our safeguarding policy Gracie Grooves Dance Studio will

* Promote and prioritise the safety and wellbeing of children and young people
* Treat all children and young people equally with respect and dignity
* Always work in a publicly open environment when working with a child. One to one situations with staff member and child should be avoided
* Ensure children are released from activities into the care of an appropriate adult and collected from the premises
* Never leave children unattended
* Require all staff, volunteers and chaperones to have Criminal Records Bureau Clearance
* Obtain permission for the taking of photos and videos
* Keep up to date with qualifications and insurance related to the teaching of dance
* Keep a written record of any injury that occurs and any treatment given
* Ensure all staff, volunteers and chaperones are aware of appropriate action to be taken in the event of incidents/concerns of child protection issues and signs of abuse and the responsibility for referring any concerns to the Principal (Grace Meeking)
* Ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored in line with data protection laws

**Physical Contact Statement:**

At times it may be necessary for a teacher to make appropriate physical contact with a student to adjust their movements, during class. All genres of dance are very physical in nature and require accuracy of limb placement. This is to ensure correct posture and prevent injury.

The policy and procedures will be widely promoted and are mandatory for everyone involved in Gracie Grooves Dance Studio.

**Contact Details:**

Any concerns relating to Child Protection issues should be addressed to the school principal, Grace Meeking on 07590403232 / grace.meeking@sky.com, or in writing to 47 Burns Road, Crawley, West Sussex, RH10 3AT marked confidential.

West Sussex Child Protection 01243 642555

NSPCC 0808 800 5000

Childline 0800 1111