

## **Child Protection & Safeguarding Policy**

Miss Natasha Dance has a duty of care to provide a safe environment for children and vulnerable adults and to protect them from harm when under our care.

Miss Natasha Dance believes that all children and vulnerable adults regardless of age, gender, race, disability, religious belief or sexual orientation have the right to equal protection from all types of harm and abuse.

Miss Natasha Dance will seek to safeguard children and vulnerable adults by:

- Listening and respecting them
- Adopting child protection procedures
- Sharing information about concerns with the appropriate agencies
- Ensuring a safe selection of helpers
- Reporting any evidence or reasonable suspicion that a child or vulnerable adult has been physically, emotionally or sexually abused in contact with us or anyone in our organisation.
- Not physically, emotionally or sexually abusing any child or vulnerable adult in contact with us
- Taking all reasonable steps to prevent any staff member, persons working for us or member of the public from putting any child or vulnerable adult in a situation in which there is an unreasonable risk to their health and safety

### **Physical Abuse**

Deliberately hurting a child and causing physical harm.

Includes injuries such as bruises, broken bones, burns and cuts.

Physical abuse is also when a parent / carer fabricates the symptoms or deliberately induces illness in a child. This is called FII (Fabricated induced illness)

### **Emotional Abuse**

This is where there is emotional maltreatment of a child, which has a severe and persistent negative effect on the child's emotional development. This is called psychological abuse.

Children can be emotionally abused by anyone.

## **Sexual Abuse**

This is where a child is forced and persuaded to take part in a sexual activity. This may involve physical contact or non physical contact activity that can occur online or offline.

Children or young people may not be aware / understand that they are being abused.

## **Neglect**

This is where a child's basic needs (physical and psychological) are not met.

Neglect can have serious and long lasting impact on a child's life, it can cause harm, even death.

## **Recognise & Report**

If an incident, allegation or suspicion of abuse is seen, heard or suspected, the person receiving the information should do the following:

- Stop other activity and focus on what is being told or have seen. This must take priority.
- Stay calm
- Take what the child / vulnerable adult or third party has said seriously
- Keep open questions to an absolute minimum, only to understand clearly the situation. Do not interrogate the child / vulnerable adult
- Offer reassurance to the child / vulnerable adult. They have done the right thing by telling someone
- No secrets - you must inform the child that you have the responsibility to pass the information to someone who can help. You cannot keep it as a secret, even if they ask you not to tell anyone
- Consider whether immediate action must be taken to protect and safeguard the child or vulnerable adult. If this is the case, please phone 999.
- At the earliest opportunity, you must make a comprehensive record of what has been said or seen. Make a note in the accident sheet. Keep all original notes as these could be used as evidence. Do not write in pencil
- If you remember more information at a later date, do not change the original record, add this information
- All records must be fact, not opinion
- You must record the nature of the accident and details, date, time and place
- Records must be stored safely in a lockable filing cabinet
- The incident should always be reported to the person in charge for the appropriate actions to be taken
- You must report within 24 hours
- NSPCC helpline 0808 800 5000
- South Somerset contact number 0300 123 2224

## **PHOTOGRAPHY & VIDEOGRAPHY**

Children and vulnerable adults can only be photographed and filmed with a written consent from a parent or guardian. In addition, for those photographs and videos to be used (for example social media, magazine, papers, website) there must be a consent from parent or guardian.

All children's / vulnerable adult's identity will be kept confidential.

Children must always be suitably dressed before taking any photos or videos.

Customers are not allowed to take photos or videos of the children participating in dance classes and dance shows without permission.

Staff at the Miss Natasha Dance School must use the photos or filming of children for sole purpose of business use only. There must be no sharing of photos or filming.

## **CODE OF BEHAVIOUR & GOOD PRACTICE**

- All volunteer (helpers) must go through the chaperoning process with Somerset County Council.
- Prioritise the welfare of children and young adults
- You should always act in a professional manner, you are in a position of trust
- Always report any concerns you may have
- Listen and respect children, there should be no favouritism
- Only provide personal care in an emergency (e.g. helping with toilet trips)
- Consent to be obtained for photography and filming
- Never give children personal details
- Do not accept friend requests on social media from children or young adults
- Boys over the age of 5 need their own dressing room (can't share with girls).
- Physical contact should be kept to a minimum. If physical contact is necessary, make sure it's provided openly in front of other children, parents, teachers, vulnerable adults. (for example costume changes back stage).
- If first aid is required, it must be administered by a first aider in the presence of another adult.

Signature from Principal .....

Natasha Calderaro

Miss Natasha Dance

Dated 29/08/2021