

## Academy Arts Theatre School- Child Protection Policy

Prepared by Principal: Nina Jones

Date : 15th April 2007

Reviewed : 1st Sept 2013

### **CHILD PROTECTION OFFICER**

NAME: Michael Jones (Vice Principal)

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### **KEY CONTACTS WITHIN ACADEMY ARTS THEATRE SCHOOL SEPTEMBER 2013**

NAME: Nina Jones (Principal)

CONTACT NUMBER: 07876 684452

NAME: Nikki Christy (Administrator)

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# Child Protection Policy

## Academy Arts Theatre School – Child Protection Policy

Academy Arts Theatre School is committed to creating a safe environment for children, young people and adults. We recognise our moral and legal obligations to protect children and will ensure that all Academy Arts Theatre School staff will take every reasonable step to promote safe practice and to protect children from harm, abuse and exploitation.

### Our policy is based on the following principles:

- The welfare of children is always the primary concern.
- All children have the right to be protected from abuse regardless of their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/or sexual identity.
- Protecting children and young people is everybody's responsibility.
- All children have a right to express their views and matters affecting them.

### Academy Arts will:

- Treat everyone with respect.
- Respect and promote the rights, wishes and feelings of children.
- Allow time for children to talk to us and listen to what they say.
- Encourage children to respect and care for others.
- Keep a register of every child involved with Academy Arts Theatre School including relevant medical details and have a contact name and number close to hand in case of emergencies.
- Respect confidentiality and only share information/concerns with the people who need to know in order to protect the child.
- Recruit, train and supervise those who work (paid and unpaid) using the Procedure for Safe Recruitment.
- Take action to stop any inappropriate verbal or physical behaviour including bullying.
- Take all concerns/allegations seriously and respond appropriately in line with these and Essex County Council's Child Protection Procedures. We will refer not investigate.
- Encourage parents to become involved in Academy Arts Theatre School and, when requested, provide them with copies of all guidelines and procedures.
- Keep a record of any injuries/incidents whilst at Academy Arts classes/shows.

## Review

### This Policy and its Procedures will be regularly monitored and reviewed:

- When there is a change in legislation or guidance on the Protection of Children or changes within Academy Arts Theatre School.
- Following any issues or concerns raised about the Protection of Children within Academy Arts Theatre School.
- In all other circumstances and at least annually.

## Review cont...

### Academy Arts Theatre School will not:

- Exaggerate or trivialise another members concern about a child or ignore allegations or suspicion of abuse.
- Discuss personal issues about a child or their family with others except the Child Protection Officer where you are concerned about a child's well-being.
- Make derogatory remarks, gestures or use inappropriate language in front of children.
- Allow a child to be verbally or physically bullied or harmed by anyone at Academy Arts Theatre School.
- Allow children to swear or use sexualized language unchallenged.

### Academy Arts Theatre School will never:

- Hit, push or grab a child or young person.
- Engage in sexually provocative games, including horseplay.
- Allow others or yourself to engage in touching a child in a sexually provocative way.
- Make sexually suggestive comments to a child, even in fun.
- Engage in rough physical contact with a child unless it is permitted within the rules of the game, activity or conforms to guidance on appropriate physical restraint.
- Form intimate physical or emotional relationships with children.
- Harass or intimidate child or worker/volunteer, particularly because of their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/or sexual identity.
- Invite or allow children to stay with them at their home in the context of their role within Academy Arts Theatre School.

## Child Protection Code of Conduct:

### Academy Arts Theatre School should:

- Always put the care, welfare and safety needs of a child first.
- Respect a child's right to be involved in making choices and decisions which directly affect them.
- Respect a child's culture (e.g. faith and religious beliefs) and right to privacy and personal space.
- Respond sensitively to children who seem anxious about participating in certain activities.
- Speak to someone in charge immediately if you are worried about a child.
- Be aware and sensitive to the vulnerabilities of some children e.g. children with disability; children from ethnic minorities, same sex families etc.
- Avoid being alone with children. Ensure that when working with children you are at least within sight and hearing of other adults.
- Listen carefully to any child who 'tells you' they are being harmed and report immediately to the person in charge.
- Never dismiss what a child tells you as 'lies' or exaggeration.
- Always set an example you would wish others to follow.
- Always give constructive feedback and not negative criticism
- Always ensure that first aid is administered by people who have relevant training.