



## **SAFEGUARDING AND CHILD PROTECTION POLICY**

Ruth Nuttall School of Dance acknowledges its responsibility to safeguard the welfare of every child and young person who has been entrusted to its care and is committed to working to provide a safe environment for all members. This policy relates to any child or young person (anyone under the age of 18) or anyone who would be considered vulnerable. Children and young people have the right to be safe and happy whilst participating in activities organised by Ruth Nuttall School of Dance. The school and principal therefore take all responsible precautions to safeguard those who train with us.

Miss. Nuttall is our designated person. Any safeguarding concerns should be reported to her.

Other contacts are:

The Local Authority Designated Officer (LADO) 01865 810603/  
[lado.safeguardingchildren@oxfordshire.gov.uk](mailto:lado.safeguardingchildren@oxfordshire.gov.uk)

Outside Hours Emergency Number 0800 833408  
MASH 0345 0507666

No Names 0345 0507666

The welfare of the children at the school is our paramount consideration. All concerns will be followed up and information about concerns will be shared with appropriate agencies as necessary. It is noted that the safeguarding and child protection policy and procedures applies to everyone involved in the school whether in a paid or voluntary position.

1. It is the policy of the school to provide efficient, up to date, enjoyable and safe instruction in dance to all pupils who enrol in the school or join in the classes or activities.
2. All activities undertaken through Ruth Nuttall School of Dance are subject to a risk assessment both during the planning and through monitoring of the activity. This includes the premises and equipment. Appropriate steps will be taken to minimise any risks identified.
3. An accident and incident book will be kept to allow records to be kept of any incident or near miss in the school, injuries of any nature to staff, pupils or visitors.
4. Only suitably qualified persons will be employed in a teaching capacity while any person engaged to assist with teaching will only work under the supervision of a qualified member of staff. We will follow safer recruitment guidance when recruiting staff and volunteers.
5. All teaching staff will have an Enhanced Disclosure certificate from the Disclosure and Barring Service (DBS) and will be covered through public liability and professional negligence insurance.



6. Young people will be supervised by adults throughout the session and will not be left in the sole care of a person who has not been checked through the DBS system. This applies from the advertised start of the lesson; children are considered to be in the care of their parents and carers until the lesson starts.
7. Parents and carers must ensure that children are collected promptly at the end of sessions. No very young pupil will be allowed to leave the school premises until collected by a parent, guardian or other adult authorised to do so by a parent or guardian. A member of staff will remain on the premises until all pupils have left.
8. Dance activities often involve physical contact between participants and between staff and participants. Physical contact will only be made when it is necessary and with the agreement of the young people involved.
9. Participants will be encouraged to arrive at class in uniform and change again at home. If necessary, changing facilities will be provided. Where possible parents should supervise their own children in the changing area otherwise supervision will be only by a DBS checked adult.
10. We will not use photographic images of young people, for example for publicity purposes, without permission from the parent, legal guardian or young person themselves over age 13. Even when such permission is given, the young person's full name or address will never be revealed.