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Flipside Dance Safeguarding and Child Protection Policy

Effective 1st September 2023
Status & Review Cycle: Statutory Annual
Next Review Date: August 2024

Flipside Dance School's Designated Safeguarding Leads are:

Principle: Mrs. Deborah Rich
Designated safeguarding Lead: Mrs. Hayley Osborne

REPORTING CHANNELS

Please report concerns about a child to:

The Designated Safeguarding Lead (Principal) is Mrs. Deborah Rich.
Her contact details are info@flipsidedance.co.uk Tel No: 01932 911064 or 07759502508

The Designated Safeguarding Lead (DSL) is Mrs. Hayley Osborne
Her contact details are DSL@flipsidedance.co.uk Tel No: 07711131305

The DSL will report concerns to Children's Social Care where appropriate, and the Police if a crime is committed.

Concerns/allegations about an adult working with children should be reported to the Principle, Mrs. Deborah Rich

The Principle or DSL will contact the Designated Officer (LADO) for advice within one working day.

Never delay in reporting concerns/allegations. Not reporting is a form of abuse. Report immediately.

Anybody can make a referral. Referrals to statutory agencies do not require parental consent. ALL referrals with concerns about children, young people and adults should be discussed with the Surrey Children's Single Point of Access (C-SPA) Monday to Friday 09.00 to 17.00, telephone 0300 470 9100 email cspa@surreycc.gov.uk

Outside those hours, urgent concerns about a child's safety to the Emergency Duty Team on 01483 517898.

The LADO number is 0300 123 1650 (Monday to Friday 09.00 to 17.00) or LADO@surreycc.gov.uk

In an emergency where you are concerned for the child's immediate safety you should call Surrey Police on 999. Local Referral, Intervention and Assessment Services for Mole Valley can be called on 0300 123 1620. If a crime may have been committed, the matter should be reported to the Police.



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Named Person(s) for Child Protection

Flipside has an appointed individual who is responsible for dealing with any child protection concerns. In their absence, a deputy will always be available for workers/members to consult with.

The named persons for Child Protection within Name of Organisation are:

Named Person for Child Protection:

Mrs Deborah Rich

Work telephone number: 01932 911064

Mobile number: 07759502508

Email: info@flipsidedance.co.uk

Emergency contact no: 07759502508

Deputy

Name of contact person:

Mrs Hayley Osborne

Work telephone number:

Mobile number: 07711131305

Email: dsl@flipsidedance.co.uk

Emergency contact no: 07711131305

The role and responsibilities of Mrs Hayley Osborne are:

> To ensure that all staff are aware of what they should do and who they should go to if they are concerned that a child/young person may be subject to abuse or neglect.

> Ensure that any concerns about a child/young person are acted on, clearly recorded, referred on where necessary and, followed up to ensure the issues are addressed.

> Mrs Hayley Osborne will record any reported incidents in relation to a child/young person. These will be kept in a secure place.



Part 1 Principles

Everyone has a responsibility for safeguarding children. This policy is about the abuse and maltreatment of a child. Someone may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Flipside Dance has a duty of care to safeguard all children involved in the school from harm. All children have a right to protection, and the needs of disabled children and others who may be particularly vulnerable must be taken into account.

Flipside Dance will ensure the safety and protection of all children involved in the school through adherence its duty of care under the Children and Young Persons Act 2004, the Children (Performances and Activities) (England) Regulations 2014, the Children Act 1989 and the Criminal Justice and Court Services Act 2000 (in Scotland Protection of Children (Scotland) Act 2003).Children and social work Act 2017 and Working Together to Safeguard Children 2018

Flipside staff are committed to the care and welfare of all the children in our school with safeguarding given high priority. Staff are encouraged to adopt an open and accepting attitude towards pupils and to promote a listening climate within the school environment.

We recognise that;

- The welfare of the child/young person is paramount.
- All children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation, or identity, have the right to equal protection from all types of harm or abuse.
- Working in partnership with children, young people, their parents, carers and their agencies is essential in promoting young people's welfare.
- All suspicions and allegations of abuse should be taken seriously and responded to swiftly and appropriately.
- All members and employees of the organisation should be clear on how to respond appropriately.

A child is defined as a person under the age of 18 (The Children Act 2004).



The purpose of the policy:

- To provide protection for the children and young people who are students of Flipside Dance
- To provide staff and volunteers with guidance on procedures they should adopt in the event that they suspect a child or young person may be experiencing, or be at risk of, harm.
- This policy applies to all staff, volunteers, students or anyone working on behalf of Flipside Dance

- **We will seek to safeguard children and young people by:**
- Adopting good practice guidelines by following Government guidance in their document '*Working Together to Safeguard Children*' (2018)
- Valuing them, listening to and respecting them.
- Through recruiting staff safely, ensuring necessary checks are made.
- Sharing information about safeguarding and good practice with children, parents, staff and volunteers.
- Sharing information about concerns with agencies who need to know, and involving parents and children appropriately.
- Providing effective management for staff and volunteers through supervision, support and training.

Part 2

Roles and Responsibilities

All adults in the school have an individual responsibility to safeguard and promote the welfare of children by taking appropriate action. This includes taking action where there are child protection concerns.

- **Recruitment and training of staff and volunteers:**
- Flipside School recognises that anyone may have the potential to abuse children in some way and that all reasonable steps are taken to ensure unsuitable people are prevented from working with children. Pre-selection checks must include the following:
- All paid staff will complete an application form. The application form will elicit information about an applicant's past and a self-disclosure about any criminal record.
- Two confidential references, including one regarding previous work with children will be obtained.
- Evidence of identity (passport or driving licence with photo) will be obtained. This will be used as evidence for the right to work in the UK.
- Paid staff will be interviewed and an induction period worked.
- Qualifications will be substantiated.
- The job requirements and responsibilities will be clarified.



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- Safeguarding procedures will be explained and training needs identified for both paid staff and volunteers.
- Paid staff and volunteers will hold a current enhanced DBS.
- All Chaperones are registered with the local authority.

Procedures for Handling Disclosures

A child may decide to disclose information that may indicate they are suffering from abuse or neglect. A child chooses to speak to an adult because they feel that they will listen and that they can trust them. The adult needs to listen to what the child has to say and be very careful not to 'lead' the child or influence in any way what they say.

It is important that the adult remembers to:

- Stay calm.
- Listen and be supportive.
- Not ask any leading questions, interrogate the child, or put ideas in the child's head, or jump to conclusions.
- Not stop or interrupt a child who is recalling significant events.
- Never promise the child confidentiality – it must be explained that information will need to be passed on to help keep them safe.
- Avoid criticising the alleged perpetrator.
- Tell the child what must be done next (the safeguarding process must be followed)
- Record what was said immediately as close to what was said as possible. Also record what was happening immediately before the child disclosed. Be sure to sign and date the record in ink.
- Contact the designated person immediately.
- Seek support.

We are clear that the Local Authority and Police must lead any investigation in to any allegation regarding safeguarding.

If we have a concern about a child or children we will telephone the C-SPA. We will make sure we are prepared with full details of the child and family, plus what our concerns are, details of any support we have provided to the child/family and what we would like to happen. We will ensure we gain consent from the parent/carer unless to do so would place the child at further risk of harm or undermine a criminal investigation. If we have not sought consent from the parent/carer we will inform C – SPA

We will make careful records of all conversations, in ink, including the dates and times of who we spoke to, the information shared and the action agreed. We do not need to send a written referral.

Section Three - Recognising abuse

Flipside Dance School recognises the importance of all staff having an awareness of safeguarding issues including: bullying including cyberbullying, children missing education, child missing from home or care, child criminal exploitation (CCE), child sexual exploitation (CSE), county lines, domestic abuse, drugs, fabricated or induced illness, faith abuse, female genital mutilation (FGM), forced marriage, gangs and youth violence, gender based violence/violence against women and girls (VAWG), hate, mental health, private fostering, preventing radicalisation, relationship abuse, youth produced sexual images and trafficking. It is recognised that behaviours linked to activities such as drug taking, alcohol abuse, truanting and sexual images put children in danger.

Child protection

Child protection is one very important aspect of safeguarding. It refers to the activity which is undertaken to protect specific children who are suffering, or are likely to suffer, significant harm.

Significant harm

The Children Act 1989 introduced the concept of significant harm as the threshold that justifies compulsory intervention by statutory agencies in family life in the best interests of children. There are no absolute criteria on which to rely when judging what constitutes significant harm. Sometimes it might be a single traumatic event but more often it is a compilation of significant events which damage the child's physical and psychological development. Decisions about significant harm are complex and, in each case, require discussion with the statutory agencies: Children's Social Care and Police.

Child abuse

Knowing what to look for is vital to the early identification of abuse and neglect. All staff should be aware of indicators of abuse and neglect so that they are able to identify cases of children who may be in need of help or protection. If staff are unsure, they should always speak to the DSL or a Deputy DSL.

Staff should be aware that abuse, neglect and safeguarding issues are rarely standalone events that can be covered by one definition or label. In most cases multiple issues will overlap with one another.

Abuse is a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Harm can include ill treatment that is not physical as well as the impact of witnessing ill treatment of others. This can be particularly relevant, for example, in relation to the impact on children of all forms of domestic abuse. Children may be abused in a family or in an institutional or community setting by those known to them, or more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults or another child or children. It is generally accepted that there are four main forms of abuse. It is accepted that in all forms of abuse there are elements of emotional abuse, and that some children are subjected to more than one form of abuse at any one time. The following definitions are from KCSiE (Sept. 2022):

i) Physical abuse

A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

ii) Emotional abuse

The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

iii) Sexual abuse

Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children. The sexual abuse of children by other children is a specific safeguarding issue in education.

iv) Neglect

The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance use. Once a child is born, neglect may involve a parent or carer failing to: provide adequate food, clothing and shelter (including exclusion from home or abandonment); protect a child from physical and emotional harm or danger; ensure adequate supervision (including the use of inadequate care-givers); or ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.



Action taken by the DSL

Any disclosure or indicators of abuse will be reported verbally to the DSL or Deputy straight away. Within 24 hours, the DSL will refer the matter to Surrey Social Care or the Police without further investigation within the school. The school will follow their guidance about what to do next. Their statutory responsibility is to initiate any necessary investigations, and they will want relevant School staff to assist in the way appropriate to the circumstances, and will advise on this. Anyone who feels that their concerns have not been dealt with seriously must contact Surrey Social Care.

Additional Guidance A

Additional Guidance A: Appropriate Physical Contact in Dance.

Physical contact in a dance class is sometimes required to correct the posture or position of a student. Teaching dance is a physical activity and a teacher will sometimes need to make physical contact with a student to show an idea or to correct the student's position. This can include:

- Lifting
- Adjusting arms, legs, rib cage, hips, feet, hands
- Moving one student in relation to another.

Where contact is needed, we will remain sensitive to the student's wishes and put their welfare first. In all cases, we will say why and how we will be correcting the student's position before making any contact. We encourage students to report any concerns.

Additional Guidance B

Additional Guidance B: Chaperoning Children Dance Events.

UK states how many adults are required to look after a group of students.

In the UK some events require young performers to hold a Child Performance Licence and that any Licenced child has a designated chaperone who is pre-approved by the child's local council. More information about this scheme can be found on the UK Government website. Laws will be different in non-UK countries, so please check local regulations.

When chaperoning students in the theatre for competitions and performances, we will:

- Provide parents and students with detailed information about the event.
- Ensure all chaperones are fully qualified and have completed the Surrey Childrens Services Chaperone course. All chaperones are expected to wear their identity badges at all time backstage.
- Ensure that all parties backstage have a full DBS check.
- Registers and checks are made – all students are signed in and signed out to a responsible adult.

We will ensure that chaperones hold all required checks and licences and are aware of our Child Protection Policy.

Additional Guidance C: Use of Photographs and Film of Children.

It is common for teachers, parents and students to take images (in the form of photographs and film) at classes and events.

However, there are times when it is not appropriate for images to be taken. These can include:

- While students are getting changed or are in their designated changing rooms
- Where the image may be shared publicly on social media
- When students are in large groups and permission has not been sought from all those included in the image.

It is FSD dance policy that no images are allowed to be taken backstage either in or out of changing rooms by students on their mobile devices.

We recognise that taking images of students in our care may not always be appropriate and that some children and parents may not want images taken at any time. Therefore, before taking images of a child or young person, we will:

- Make clear to the child and parent where and when the image will be taken
- Clearly identify the person who will be taking the image.

Explain how the image will be used, e.g. whether it will be posted on social media or printed to be displayed at the school

- Seek written/electronic agreement from parents that images can be taken of their child.

Where we have publicly displayed images at our school or on social media, parents and students may withdraw their permission at any time. In such cases, the images will be removed as soon as is reasonable and without question. We ask that any parent wanting to take photographs or film at our events only do so with our prior permission. Permission will only be granted on the agreement of all present.

Relevant Guidance and Legislation

- KCSiE Annex A and Part 1
- Working Together 2018
- What to do if You're Worried a Child is Being Abused 2015
- Children Act 2004
- Children Act 1989
- Framework for the Assessment of Children in Need and their Families

Updated August 2023

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