

## **Dance-Worx's Safe Guarding Policy 2025**

Legislation to protect Children and Vulnerable Groups has been in force for some time. It affects everyone who deals with those under 18 years of age or those classed as vulnerable adults.

All those dealing with under 18's must have DBS clearance.

It is our obligation to keep proper records of all personal info for each pupils as well as an emergency contact telephone number. Provision will be made to record medical conditions ie:- asthma, diabetes, epilepsy and all allergies etc. A register will be kept and produced in event of evacuation of the premises.

- ALL TEACHING WILL TAKE PLACE IN AN OPEN AND ACCESSIBLE AREA
- ALL TEACHING AREA MUST BE NO SMOKING ZONES

DWX will avoid all inappropriate, unnecessary and physical contact with pupils and remember that VERBAL ABUSE is more likely to arise as a problem than any physical one and refrain from making any personal remarks to the child, which may later be used in a different light than you intended. Previous actions that may have employed in the past must now cease. Any touching of pupils to illustrate body positions etc. or any remarks which use words not considered appropriate are to be avoided.

Concise arrangements must be made with parents and carers about the collection of children from classes. We will never leave a child to wait alone outside a class or venue.

We will always Listen to children and keep an open mind about complaints.

Ensure that parents and carers are aware of issues of safety and how to raise concerns. Make it clear to children, parents, carers, helpers and dance teachers what body contact is acceptable and how this should be managed as printed in our terms and conditions.

### **Behaviour of Pupils**

Although it is hoped that no teacher would have to restrain a pupil, the following could be acceptable reasons for such:-

1. When they injure themselves or others.
2. When damage is caused.
3. Action causing a breach of the peace.
4. Interfering with the discipline of the class.
5. Risk of assault.

If removal from the premises is necessary, you must call the parent, carer or police to do so. Removal without such action is a violation.

We will also inform the school teacher/safe guarding officer in an event of any safe guarding issues during our classes, directly as well as in writing.

Dance-Worx's Safe Guarding Officers are: Katie Noad (Dance-Worx's Principal)  
Charlotte Rickard (Dance-Worx's Assistant Principal) Contact number:  
07538199678 Contact email address: office@danceworxs.co.uk