



## **CHILD PROTECTION POLICY**

**Starpic Project** has a duty of care to safeguard all children involved in activities from harm. Children have the right to be protected through adherence to the Child Protection guidelines.

1. Starpic Project are aware that children under 18 and vulnerable persons of any age can be involved in their activities and that they have a responsibility, within the limits of their control and jurisdiction, to protect and safeguard the welfare of every such child and vulnerable person.
2. It is the policy of Starpic Project that all children and vulnerable persons have the right to protection from abuse. All staff and volunteers who are in contact with such children and vulnerable persons are expected to be familiar with and to apply the procedures on:
  - Data protection in relation to all customers and students
  - Procedures at events, competitions, and courses
  - Photography and video recording
3. Any complaint or incident to be reported under this policy should be reported in the first instance to the person in charge of the event or the designated child protection officer (see website) indicating that an abuse of a child or vulnerable person's welfare may have taken place.
4. On receipt of a complaint the child protection officer will investigate the complaint as soon as possible. All parties to the complaint will have the right to be heard, including the parents or legal guardian(s) of the child or vulnerable person concerned.
5. All Starpic Project staff will be fully PVG checked.

## **Starpic Project adheres to the following Good Practice Guidelines**

We will always:

- Work in an open environment (e.g. avoid private unobserved situations)
- Treat all children equally and with respect and dignity
- Put the welfare of each child first
- Make activities fun, enjoyable and promote fair play
- Treat any physical contact with due sensitivity and care and with due regard for the wishes of the student. (eg when helping place a dance alignment, support a balance etc)
- Be an excellent role model
- Give enthusiastic and constructive feedback
- Recognise the development/needs and capacity of young people and disabled adults
- Keep a written record of any injury that occurs, along with the details of any treatment given
- Request in writing, parental consent if any staff are to transport students in their cars (eg from one location to another, to a competition or event)

## **Practices never to be sanctioned**

- Engage in rough, physical or sexually provocative games
- Allow or engage in any form of inappropriate touching
- Make sexually suggestive comments to a child
- Reduce a child to tears as a form of control
- Allow allegations made by a child to go unchallenged, unrecorded or not acted upon
- Do things of a personal nature for children or disabled adults that they can do for themselves



## Use of photographs and recordings

As consented by parent/guardian when registering with Starpic Project your child, whilst attending our classes, may be photographed for promotional purposes.

The photos / video clips may be posted on the following:

- Starpic Facebook Page(s)
- Starpic Instagram Feed(s)
- Starpic Twitter(s)
- Starpic other media
- Starpic website(s)

Written consent will be asked if Starpic Project would like a photograph that includes your child, to appear in a local article for advertising purposes. There will be occasions when we may record parts of the class on secure tablets or other secure devices to capture activities, feedback and aid in choreography development and review practice. The recordings will not be accessible by the public and will be deleted after the event.

## Safe Touch Policy

While delivering dance, gymnastics and other activities is a physical activity and appropriate physical contact between students and teachers in class is essential to training, limb alignment and to prevent injury. Coaches are required on occasions to make physical contact with a student to illustrate a concept or to adjust a student's alignment, this allows progression and understanding. We recognise that such physical contact is a complex area, and we also fully recognise our responsibilities for safeguarding students and teachers and for protecting their welfare.

The following principles and procedures are in place to fulfil our obligations:

1. Contact by the coach is made with awareness to the needs of each individual/to assist the student in correcting placement.
2. All coaches will treat any physical contact with due sensitivity and care and with due regard for the wishes of the student.
3. Contact will not involve force or the use of any instrument.
4. Coaches will be mindful of location and avoid situations where they are isolated with a student, all activities will be held in safe open spaces or studios and performance areas with windows present.
5. Students should be encouraged to discuss any worries with any member of staff.
6. Both students and coaches should report any concerns to the Safeguarding Offer (Starpic Project Manager)

## Toilet Policy

Starpic Project is committed to safeguarding and promoting the well-being of all students and staff/volunteers associated with us. Our team will support your child's toileting needs however we cannot assist with intimate care.

Please read the below carefully and if your child cannot manage with this level of support, please do not leave them unattended at a class.

1. If your child is five years old or under at their request, a staff member will accompany them to the toilet.
2. Our staff will not enter the cubicle area; they will stand in the main doorway with their foot propping the door open.
3. Our staff will encourage young children NOT to lock the cubicle door.
4. Our staff will offer verbal reassurance and instruction.
5. Our staff (where possible) will provide a small stool, so children can reach the sink to wash their hands.