

Happy Feet School of Dance **Child Protection Policy**

1. Happy Feet will provide enjoyable and safe instruction in dance to all pupils of all ages, ranging from two years to adults.
2. The classes will be up-to-date in accordance with the IDTA syllabus and modern trends. The principal will attend IDTA meetings and lectures and take teaching qualifications where necessary.
3. The premises and equipment will be checked regularly for any defects or faults that exist or may have developed which might present hazards to any attending the premises. This is mainly the Hub Hazelwell for regular classes. Please see separate Risk Assessment for the MAC (Show venue).
4. The premises will be cleaned regularly to prevent any hazard to health from accumulated dirt or rubbish. This is undertaken by the staff at the Hub and checked by the Principal.
5. Dance instruction will be geared to the previous experience and abilities of the pupil(s) and no person will be required to perform movements beyond their intrinsic capabilities.
6. Classes will be structured to include a warm up and a cool down element.
7. Registers are taken at each class. Parents should notify the principal if their child will miss class.
8. Parents of the very young pupils stay on the premises at all times. Children are taken to their parents after the class but wait inside the dance studio if a parent is not present until they arrive. The principal does not leave the building until all pupils have left.
9. No pupil under 16 will be driven home without parental consent or in the event of an emergency.
10. Pupils are not alone with the principal for any substantial length. It is an open environment with windows in the doors.
11. Teaching staff will avoid any unnecessary physical contact with pupils. However parents should understand that some aspects of teaching involve some contact, especially in gymnastic dance.
12. Changing facilities at the Hub are restricted but remains the responsibility of each parent. Children are welcome to change in the dance studio or in the toilets.

13. No child may be photographed or videoed without parental consent. This is a condition upon joining the school that parents notify any objections on their "Information Sheet".
14. The principal holds an up-to-date CRB certificate which is displayed on the school notice board.
15. The principal holds an up-to-date Emergency First Aid certificate. All accidents and injuries are recorded.
16. All student teachers work under the supervision of the principal.
17. In the event of activities outside the school premises the principal and student teachers will regard themselves as being in "loco parentis" and, so far as applicable and within their control, apply the preceding and subsequent guide lines as if the event was in their own studio.
18. The principal holds relevant insurance which covers against incidents involving public liability and professional negligence.
19. The principal will not mislead or display false advertising. Parents know that information on the school notice board can change but they are kept abreast of these changes.
20. Happy Feet will not discriminate in any way and staff will be sensitive to all pupils' religious beliefs and culture.
21. At all times, all staff will endeavor to keep the highest standards of instruction and behaviour.
22. The principal retains the right to discharge any pupil who does not follow the behaviour agreement, who disrupts the classes, uses offensive language or any other anti-social behavior.

Please note – where parent is mentioned, this may also apply to the pupils guardian.

This document was based on the IDTA draft policy, omitting irrelevant or out dated policies e.g. smoking. It gives more information specifically relevant to Happy Feet.

Principal of Happy Feet – Miss Julie Rynne