

Child Protection Policy Statement

RISE Youth Dance works with young people and is aware that it needs to operate a policy that protects both the young people and the staff, and fulfils its legal responsibility as an employer and a service provider.

The company will put in place adequate systems and procedures and adhere to strict codes of confidentiality when dealing with any issues or suspected abuse. It will also offer training and support to staff around the issues of child protection.

A crucial responsibility is to ensure that the rights of children and young people are upheld and that their protection and the promotion of their welfare is paramount. RISE Youth Dance is committed to meeting these responsibilities in the following ways:

- Ensuring the suitability of all staff, volunteers and chaperones
- Ensuring the safety and protection of young people through the promotion of good practice.
- Ensuring staff receive appropriate levels of training and information to deal confidently with any specific child protection issues which may arise, including assault and abuse.

RISE Youth Dance child protection policy shall be subject to annual review, to ensure that it conforms to all current legislation and best practice.

A copy of the child protection policy shall be provided to all new members of the company, the board, volunteers and chaperones

REPORTING CONCERNS (from a young person)

A form shall be provided, which the RISE director shall use to record any non-specific concerns and further information or observations relating to the concerns.

The young person reporting the concern shall inform and liaise with the RISE director when reporting the concern through the completion of the form.

The RISE director shall establish contacts within the relevant social services for consultation, advice and information, if appropriate.

All concerns shall be logged and further information added accordingly. This log shall remain strictly confidential.

Reviewed 2019

If an incident relates to the RISE director, or in the absence of the RISE Director, the young person reporting a concern shall be directed to the RISE Company Manager.

If a concern is raised 'out of hours' and the young person is believed to be at risk, the RISE director shall be contacted and will establish contact with Social Services First Response Team on 0117 903 6444 if appropriate. In the absence of the RISE director, or an incident relates to the RISE Director, the Company Manager shall be informed.

Every effort will be made to validate all concerns and where appropriate, the parent/guardian of the young person shall be consulted.

CONFIDENTIALITY

The identity of any young person and the details of the concern shall remain confidential between the RISE director, another company member/teacher and the young person raising the concern.

If the RISE director considers the maintenance of confidentiality may endanger the young person or a member of staff, then the information may be released as a means of protection. Release of information shall be kept to a minimum.

The RISE director may also consider it necessary, on occasions to inform other members of staff of concerns in order to ensure that an area of concern is not exacerbated by their lack of awareness. Release of information shall be kept to a minimum.

SUPPORT AND GUIDANCE TO A YOUNG PERSON.

The RISE director shall provide support and guidance to any young person raising an issue of concern, and general support and guidance in relation to child protection issues.

If an incident relates to the RISE Director, or in their absence, the Company Manager shall provide support and guidance to the young person

REPORTING CONCERNS (members of staff)

A form shall be provided, which the RISE director shall use to record any non-specific concerns and further information or observations relating to the concerns.

The member of staff reporting the concern shall inform and liaise with the RISE director when reporting the concern through the completion of the form.

The RISE director shall establish contacts within the relevant social services for consultation, advice and information, if appropriate.

All concerns shall be logged and further information added accordingly. This log shall remain strictly confidential.

If a concern is raised 'out of hours' and the young person is believed to be at risk, the RISE director shall be contacted and will establish contact with Social Services First Response Team on 0117 903 6444 if appropriate. In the absence of the RISE director, or an incident relates to the RISE Director, the Company Manager shall be informed.

Every effort made to validate all concerns and where appropriate, the parent/guardian of the young person shall be consulted.

SUPPORT TO STAFF

The RISE director shall provide support and guidance to any member of staff raising an issue of concern, and general support and guidance in relation to child and vulnerable adult protection issues.

In the absence of the RISE Director support shall be provided by the Company Manager

ROLES

The company will deal with issues of child protection through the RISE director

If an incident relates to the RISE director, or in the absence of the RISE director the Company Manager shall deal with issues of child protection

The appropriate level of child protection training shall be provided for the following key members of staff:

- RISE Director
- Teaching staff
- Volunteers
- Chaperones

The RISE director shall deal on a day to day basis with any issues of a child protection nature and provide a source of advice and support for other company workers.

PROCEDURES

The following information is kept when a young person joins RISE

Parents/guardians are asked to give consent regarding their child appearing in photographs/films

Parents/guardians are asked to give consent regarding young people travelling independently to class or going out during breaks

Parents/guardians are asked to complete a form outlining any medical condition or other relevant information.

All information shall be kept strictly confidential

Recruitment and Selection

Whether voluntary or paid, where the post involves direct contact with young people applicants will be asked to supply:

- Details of previous experience, voluntary or paid, of working with young people
- A reference to contact that has knowledge or experience of their work with young people
- An up to date DBS
- Up to date public liability insurance.

All Applicants shall be interviewed and this shall be seen as an opportunity to access individual's experience of working with young people.