

## **SAFEGUARDING POLICY**

### **Aims of the Safeguarding Policy**

We believe that, while they are in our care, no child or young person should come to any harm or should be the subject of neglectful or abusive behaviour.

We will promote and maintain the welfare of every child and seek to protect them from harm regardless of race, age, disability, gender, sexual orientation, religious belief or any other form of identity or creed.

We will create a safe and welcoming environment for all.

### **Scope**

This policy applies to all our staff, including teachers, helpers and volunteers and covers children under the age of 18 and vulnerable adults under the age of 24.

### **Actions**

To protect children and young people in our care, we will:

- Value and respect children and listen to what they have to say
- Work with children, parents and relevant organisations
- Share our policy with all staff, parents and students
- Ensure all required checks are made when hiring staff and that those in regular contact with children hold a current DBS certificate
- Provide appropriate training and support to all staff
- Take responsibility for children and young people's safety when in our care
- Seek permission from parents before taking images (photographs or film) of students and inform them how and where the images will be used
- Report suspected neglect or abuse to the nominated member of staff, relevant safeguarding organisation or the police
- Ensure that this policy is regularly reviewed and updated

### **Guidance**

Additional guidance can be found in the following sections of this document:

- Reporting Suspected Neglect or Abuse
- Appropriate Physical Contact in Dance
- Chaperoning Students for Dance Events
- Use of Photographs and Film of Children

### **Other Related Policies**

EDP-02      Health & Safety Policy

EDP-04      Privacy & Data Protection Policy

Approved by:-

**Maureen Singh Mitchell**

Principal, Eden Dance

1 May 2026

## Reporting Suspected Neglect or Abuse

### **Reporting**

Concerns regarding a child's welfare can be reported by:

- Parents
- Teachers
- Friends
- The child or young person

All allegations of neglect or abuse will be taken seriously.

If a concern is reported directly by the child or young person we will not seek to disagree, ask probing or leading questions or do anything else which may discourage them.

We will make clear that reported concerns cannot be kept confidential but will need to be shared with a nominated member of staff or external organisation. Parents or guardians will also be involved if appropriate.

We may record what is being reported in order to ensure that it is communicated accurately to the responsible person or the authorities. We will only record the facts reported not any judgements or opinions.

### **Action**

**We recognise that early action is vital. Any concerns will be reported immediately.**

Failure to report abuse can itself be considered to be abuse.

If the child or young person is in immediate danger of harm we will contact the police on 999.

In other cases of actual or potential risk we will report concerns to:-

**Cambridgeshire County Council Children's Services**

Website Referral or 0345 045 5203

## Appropriate Physical Contact in Dance

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:-

- 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 about physical contact.

## Chaperoning Children for Dance Events

Eden Dance stages annual performances and occasional other events at venues away from the class studio.

For all such events we will ensure that an appropriate number of trained chaperones will be present for the number of students under 16 years old who are taking part.

When chaperoning students at an event, we will:

- Provide parents and students with information about the nature of the event
- Provide parents and students with the full address of the event
- In cases where the event is taking place in a large building, we will also give the room or studio number where possible
- Ensure that we have contact details in case of emergency
- Have clear instructions and guidelines for the care of the students while at the event  
These will be shared with students, parents and chaperones before each event

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

If Eden Dance organises or is responsible for travel to and from an event we will take the following additional actions.

- Have a planned journey route that is shared with parents, students and chaperones
- Make sure that students are aware of what they should do if they get lost

If a child is missing and all efforts to find them have failed we will call the police.  
Immediate action can make a major difference.

## Use of Photographs and Film of Children

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 the agreement of 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.