

SAFEGUARDING POLICY 2022

Impact Dance is fully committed to safeguarding the welfare of all children and young people up to the age of 18. A 'child' is anyone who has not reached their 18th birthday. We recognise our responsibility to take all reasonable steps to promote safe practice and to protect children from harm, abuse and exploitation and our legal duty to act appropriately to any allegations, reports or suspicions of abuse.

Impact Dance Foundation works with young people aged 11-19yrs in a range of activities. These include:

- Running one weekly academy for young people aged 11-19 years.
- Training the London based Impact Youth company with rehearsals and performances
- Outreach & Engagement sessions, including after school dance clubs
- Small & Large Events across London
- One-off dance projects throughout the year
- Running online activities for young people aged 11-19 years which include meetings, workshops and courses.

All staff and volunteers will work together to encourage the development of an ethos which embraces difference and diversity and respects the rights of children, young people and adults. We believe all children, whatever their age, gender, sexuality, race, disability, educational attainment or economic circumstance have the right to protection from abuse. We recognise some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.

This policy has been drawn up on the basis of legislation, policies, guidance and procedures that seek to protect children in England; this includes the Children Act 1989 and 2004, *Children and Families Act 2014*, Children and Young Persons Act 1963, Children (Performances and Activities) (England) Regulations 2014, and Working Together to Safeguard Children 2018.

The purpose of this policy statement is:

- to protect children and young people who receive Impact Dances' services, including in regular classes, performances, workshops, other activities linked to the dance school and the children of adults who use our services.

- To provide parents, staff and volunteers guidance for our approach to child protection and what they should do if they suspect a child or young person may be experiencing, or is at risk of, harm.
- to provide parents, staff and volunteers with the overarching principles that guide our approach to Safeguarding, and child protection.

We believe that:

- children and young people should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We recognise that:

- the welfare of the child is paramount
all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have a right to equal protection from all types of harm or abuse
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

This policy applies to anyone working on behalf of Impact Dance Foundation including senior managers, paid staff, guest teachers, dancers, volunteers, sessional workers, students, or anyone working on behalf of Impact Dance.

All staff and volunteers have strict obligation never to subject a child or young person to harm or abuse. If this is not followed, any allegations or suspicions of abuse will be taken very seriously and treated as gross misconduct. Our policy can be viewed by parents of children who attend Impact Dance and there will always be a copy kept on site.

Designated Safeguarding Lead:

Impact Dance has a designated Safeguarding lead (DSL) who is in charge of ensuring that the Safeguarding and Child Protection Policy is adhered to. They will also track and record any safeguarding concerns and ensure that concerns are shared with correct authorities.

The DSL is Marcia Eliza and she can be contacted on: 07815694369 or melizah@aol.com

All teachers and volunteers at Impact Dance will read and have access to this policy. They must also understand their legal and moral responsibility to protect children and young people from harm, abuse and exploitation and be able to confirm how they will safeguard the children in their care. This includes how to report concerns that arise about a child or young person, or a worker's conduct towards a child or young person to the DSL or appropriate authorities.

The DSL will provide this information through trainings and regular meetings. Any updates will be communicated with staff.

Our duties and responsibilities:

- It is our requirement that all staff (teachers & volunteers over 16) have a clear and up-to-date enhanced DBS check and that they have up-to-date safeguarding training.
- Our staff and volunteers have a duty to report anything concerning that has happened in class or any other concerns to the DSL at the next available opportunity. This must also be confirmed in writing as soon as possible if the initial conversation is verbal.
- Our staff and volunteers must take practical steps to keep our children safe from harm and abuse, including no disclosing of sensitive/personal information, keeping children safe from hazards in class and responding appropriately in the event of an accident.

We will seek to keep children and young people safe by:

- valuing, listening to and respecting them
- Taking all reasonable steps to protect children from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings
- ensuring positive and enjoyable experience of dance at Impact in a safe and child centered environment
- appointing a nominated child protection/safeguarding lead, a deputy child protection/safeguarding lead and a safeguarding team

(Please see contact details for all below)

- sharing information about child protection and safeguarding best practice with children, their families, staff and volunteers via leaflets, posters, group work and one-to-one discussions.
- using our safeguarding procedures to manage any allegations, complaints or concerns that arise. This will be by raising concerns and relevant information to the Designated Safeguarding Lead who will then inform the appropriate agencies if needed and involving children, young people, parents, families and carers when necessary.
- following safer recruitment practices ensuring all necessary checks (DBS) are made for staff and volunteers
- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures
- implementing a code of conduct for staff and volunteers, this will cover all activities both physical and digital.
- ensuring that we have effective complaints and whistleblowing measures in place in order to manage any allegations against staff and volunteers appropriately.
(Please see separate Complaints and Whistleblowing Policy)
- ensuring that we provide a safe environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- recording and storing information professionally and securely
(Please see separate Data Protection Policy)
- a secured SD card will be used for all photographic purposes. If any images and videos are taken on staff personal devices as part of their role these will be transferred and stored on the organisation's secure storage within 2 months. Once transferred these will be permanently deleted on staff personal devices by the 2-month deadline.
- when working in schools, all workshops are conducted in the presence of a teacher
- giving all staff clear established roles and contracts for their education work
- teaching in teams of at least two people, unless a relationship is already established with a group, in which case an individual may work alone.
- ensuring children are always supervised. Impact Dance Team are present at all times, with young people not left by themselves at any point.
- ensuring participants will not be left unattended with non-DBS checked staff at any time.
- ensuring all suspicions and allegations of poor practice or abuse will be taken seriously and responded to swiftly and appropriately

Consent to share information:

At Impact Dance, there may be certain circumstances where we ask for consent from our parents such as photo/video permissions and performance permissions.

If a child or teacher discloses information to the DSL (see Appendix A) and we have concerns about the safety of a child, and which must be referred to the Camden's Children and Families Contact Service, we will seek consent from the parents/carers involved who will be informed that we are referring a case and why. If parents, carers or children refuse consent to information being shared, we are still able to refer to Camden's Children and Families Contact Service but it must be reported why consent is not given and this must be recorded.

There are some instances where consent may not be sought:

- In the event of seeking medical attention (child is in immediate danger)
- If obtaining consent from the parent/carer could place the child or another family member at risk
- If having a discussion with parents/carers will put you or a staff member at risk, it is our legal duty to disclose necessary information to relevant authorities as part of our responsibility for child protection. Any decisions to share information to protect a child from harm must be recorded with the reasons for the disclosure and whether, or not the information has been shared. If the information is shared, you must record what has been shared and who with.

Child Protection:

Child Protection is part of safeguarding and focuses on protecting individual children identified as suffering or likely to suffer significant harm.

Significant harm is when someone may abuse or neglect a child when harm is inflicted or if there has been failure to act to prevent harm. Children may be abused by those known to them (e.g. family members or in a school/community setting) or by those unknown to them (e.g. on the internet). Abuse can be inflicted by an adult(s) or other children. Please see Appendix B for definitions of types of abuse.

All teachers and volunteers must be able to recognise and know how to act upon evidence of harm or abuse where a child's health or development is impaired. Any concerns must be recorded and shared with the DSL.

At Impact Dance, to protect our children, we:

- Treat all dancers and parents with respect and dignity

- Put the welfare of each child first
- Ensure all paid staff and volunteers (aged 16+) who will be working with children will have an Enhanced DBS Check
- Ensure all paid staff are fully insured
- Never accepting bullying of any form
- Ensure all adult members will provide a positive role model (including those helping in classes)
- Take action to stop any inappropriate behaviour
- Keep informed of changes in legislation and policies for the protection of children
- Ensure all staff receive safeguarding training, including other relevant professional development and training
- Ensure all contact and medical details for every child is up to date and available at the place of teaching or performance
- Ensure good reporting to our DSL and onwards to children's social care if we ever suspect harm.
- Foster an environment of good communication, transparency, and trust

Allegations against staff

Any report of concern about the behaviour of a member of staff or allegation of abuse against a member of staff must immediately be reported to the DSL who will refer to the appropriate Local Authority Designated Officer (LADO), If this is an allegation that a member of staff may have caused harm to a child.

The member of staff who reports the allegation or the member of staff alleged against must **not** have any part of any further investigation including questioning the children.

Safer Recruitment Policy:

When recruiting teachers and volunteers, we will follow the following process to ensure that any new staff are suitable to work with children, we will:

- Advertise vacancies widely
- Ask for identification
- Ask for original copies of any qualifications
- Conduct interviews with at least two people present
- Ask for two references (one must be an employer)
- Ask for evidence of a clean, enhanced DBS check or apply for one (teachers will not be able to start their position until this has come through)
- Ensure new staff are knowledgeable of our policies and safeguarding procedures

Monitoring & Reviewing Policy and Procedures

The implementation of procedures should be regularly monitored and reviewed.

The Designated Safeguarding Lead (DSL) should regularly report progress, challenges, difficulties, achievement gaps and areas where changes are required to the management team.

The policy should be reviewed every 3 years or whenever there is a major change in the organisation or in relevant legislation.



Camden's Children and Families Contact Service

Duty Manager

Telephone: 020 7974 3317

Out of hours: 020 7974 444

Email: LBCMASHadmin@camden.gov.uk

Website: www.camden.gov.uk/early-help-for-families

SAFEGUARDING TEAM		
NAME	EMAIL	ROLE
Hakeem Onibudo	hakeem@impactdance.co.uk	Artistic Director / CEO
Cherilyn Albert	cherilyn@impactdance.co.uk	Creative Assistant
Paige Jarrett	paige@impactdance.co.uk	Creative Producer
Rebecca Leslie	rebecca@impactdance.co.uk	Engagement Manager
Nia James	nia@impactdance.co.uk	Academy Coordinator
Marcia Elizah	melizah@aol.com	Lead PTA

NOMINATED SAFEGUARDING LEAD

Name: Marcia Elizah

Phone: 07815694369

Email: melizah@aol.com

DEPUTY SAFEGUARDING LEAD

Name: Rebecca Leslie

Phone: 07825542417

Email: rebecca@impactdance.co.uk

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on Saturday 2nd April by Marcia Elizah, Nominated Safeguarding Lead.

Signed: M.Elizah

Date: 2/4/22

Appendix A:

Disclosure

Disclosure of abuse - If a child confides in you that abuse has taken place:

Remain calm and in control, but do not delay in taking action.

Listen carefully to what has been said. Allow the child to tell you at their own pace and ask questions only for clarification. Don't ask questions that suggest a particular answer.

Don't promise to keep it a secret. Use the first opportunity you have to share the information with the Designated Safeguarding Lead. Make it clear to the child that you will need to share the information with others and that you will only tell the people who need to know and who should be able to help. Reassure the child that they 'did the right thing' in telling someone, then tell the child what you will do next.

Speak immediately to the Designated Safeguarding Lead (the person with responsibility for child protection). It is that person's responsibility to liaise with the relevant authorities, usually Children's Social Care or the Police.

Never investigate or take sole responsibility for a situation where a child makes a disclosure. As soon as possible after the disclosing conversation, make a note of what was said, using the child's own words. Note the date, time, any names that were involved or mentioned, and who you gave information to. Make sure you sign and date your record.

The Designated Safeguarding Lead would discuss concerns with a parent/carer if this was thought not to place the child at further risk. When the disclosure is about something a parent/carer has done, the Designated Safeguarding Lead should always seek advice from Children's Social Care First.

Appendix B

Types of abuse

Neglect is “ “the ongoing failure to meet a child’s basic physical and psychological needs” (Department for Education, 2018)”. This is a form of abuse that can happen at any age; sometimes before a child is born due to maternal substance abuse. There are four main types: physical neglect (not meeting basic needs such as food, clothing or shelter and not providing for safety), educational neglect (not ensuring a child receives an education), emotional neglect (ignoring, humiliating, intimidating or isolating a child), medical neglect (not providing appropriate health care or refusing care).

Sexual abuse is when a child is forced or persuaded to take part in sexual activities whether or not they are aware what is happening. This can be physical contact (including assault by penetration or non-penetrative acts such as masturbation, kissing, touching outside of clothing) or non-contact activities (flashing at a child, encouraging or forcing a child to watch/hear sexual acts, making, viewing or distributing child abuse images) and can be online and offline (Department for Education, 2018). Children may also be groomed with the intent of abuse or sexually exploiting a child for money, power or status.

Emotional abuse is emotional maltreatment of a child which has a severe and persistent negative effect on the child’s emotional development (Department for Education, 2017). Children can be emotionally abused by anyone (e.g. parents/carers, family members, other adults, other children). It may include ignoring the child and not showing affection or rejection such as verbal humiliation, criticism or excluding a child from activities. Children may also have their social interactions restricted causing isolation. It may also include exploitation of children by encouraging or forcing them to take part in criminal activities or activities that are not appropriate for their stage of development or threatening violence, bullying or deliberately frightening a child. Some level of emotional abuse is involved in all other types of maltreatment but can also occur alone.

Physical abuse is defined as deliberately hurting a child and causing physical harm (Department of Health, 2017; Department for Education, 2018). Injuries may be inflicted such as: bruises, broken bones, burns, cuts and may involve hitting, kicking, shaking, throwing, poisoning, burning, scalding, drowning and any other method of causing non-accidental harm to a child. Physical abuse may also occur when a parent/carer fabricates the symptoms of, or deliberately induces, illness in a child.



Please note: this is not a complete list but contains examples. It is not your responsibility to determine whether abuse has taken place but simply share your concerns with your DSL. For more information about types of abuse and how to recognise them please visit the NSPCC website (<https://learning.nspcc.org.uk/child-abuse-and-neglect>) for detailed information.