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**Child Protection and Safeguarding Policy and Procedures - 2022**

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* **Name of Establishment: Dan Sci Dance Studio**
* **Address: Dan Sci Dance Studio, Summerland Street, Exeter EX1 2AT**
* **Designated Child Protection and Safeguarding Lead for babyballet and Lilbeatz: Ava Barron Thomas.**
* **Designated Child Protection and Safeguarding Lead: Helena Meineck.**

**Contact for safeguarding purposes only:**

**babyballet –** [**exetercentral@babyballet.co.uk**](mailto:exetercentral@babyballet.co.uk)

**lilbeatz –** [**ex@lilbeatz.co.uk**](mailto:ex@lilbeatz.co.uk)

**Dan Sci Studio - hmdansci@gmail.com**

* **Date Last Reviewed: 3rd January 2022**

**Introduction:**

This policy aims to provide all members of staff (paid and unpaid), children and young people, and their families with a clear and secure framework for ensuring that all children who attend Dan Sci Dance Studio are protected from harm. All adults who work with children at Dan Sci Dance Studio will follow this policy and its procedures.

This policy has been developed in accordance with the principles established by the Children Act 1989; and in line with the following:

* [Working Together to Safeguard Children](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/779401/Working_Together_to_Safeguard-Children.pdf)
* [Keeping Children Safe in Education](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/912592/Keeping_children_safe_in_education_Sep_2020.pdf)
* Protection of Freedoms Act 2012
* What to do if you are worried a child is being abused

**The management and staff at Dan Sci will ensure that:**

* Children and young people feel listened to, valued and respected
* Staff are aware of indicators of abuse and know how to share their concerns appropriately
* All paid and unpaid staff are subject to rigorous recruitment procedures
* All paid and unpaid staff are given appropriate support and training
* We have a Designated Child Protection and Safeguarding Lead and a Designated Child Protection and Safeguarding deputy who attend multi-agency training at least once every three years
* All staff are trained in basic Child Protection awareness every three years
* All staff have read and understand the Safeguarding and Child Protection Policy and are aware of the indicators of child abuse and how to respond to concerns or disclosures of abuse by children or adults
* The Safeguarding and Child Protection Policy is accessible via the Dan Sci website on the Policies page
* The Safeguarding and Child Protection Policy is reviewed on an annual basis by the DCPO
* All employed adults at Dan Sci Studios are committed to referring any concerns to the Designated Child Protection and Safeguarding Lead who in turn, where appropriate will inform MASH/LADO/NSPCC .
* that the safeguarding and child protection policy is made available to parents and carers via our website [www.dansci.co.uk](http://www.dansci.co.uk) or via email or, where requested in paper format;
* that all staff and volunteers are properly checked to make sure they are safe to work with the children who attend our setting;
* that we have procedures for handling allegations of abuse made against any member of staff or management;
* the safe and appropriate use of cameras, mobile phones, technology and online equipment within the studio;

**Responsibilities and expectations**

The management and staff at Dan Sci Dance Studio take seriously their responsibility under section 11 of the Children Act and their duties under Working Together to Safeguard and Promote the Welfare of Children. We will ensure that our Safeguarding training is regularly updated and we will follow the correct procedures and contact any or all of the above mentioned professional agencies if we identify any child who is suffering harm or is likely to suffer significant harm albeit emotional or physical. We recognise that all staff and management have a full and active part to play in protecting your child from harm, and that their welfare is our paramount concern.

**The role of the Designated Child Protection and Safeguarding Lead** is :-

* to ensure that all safeguarding issues raised at Dan Sci Dance Studio are effectively responded to, recorded and referred to the appropriate agency;
* That all adults, (including volunteers) new to Dan Sci Dance Studio will be made aware of this policy and the procedures for child protection and safeguarding children;
* To be responsible for arranging the safeguarding training for all staff and volunteers who work with children at least every three years with regular updates;
* to ensure that appropriate policies and procedures are in place with regards to camera technology, use of mobile phones, images, social media and personal data.
* To ensure allegations regarding adults in the setting are effectively responded to and referred to the appropriate agency.

All Child Protection concerns will be acted on **immediately**.

NB: All Adults, including the Designated Child Protection and Safeguarding Lead, have a duty to refer all known or suspected cases of abuse to the relevant agency including MASH (Multi Agency Safeguarding Hub), Children and Young Peoples Service (CYPS) – Social Care, or the Police.Any records made will be kept securely on the Child’s Protection file.

**Signs and indicators of abuse**

Safeguarding is not just about protecting children from significant harm or likely significant harm it also includes such things as child safety, bullying, racist abuse and harassment and internet safety. The witnessing of abuse can have a damaging effect on those who are party to it, as well as the child/adult subjected to the actual abuse, and in itself will have a significant impact on the health and emotional well-being of the child.

There are **four main categories** of abuse as defined by the Department of Health ‘Working Together to Safeguard Children’ document 2018. Adults should be aware that the possible indicators are not definitive list although children’s poor behaviour maybe a sign that they are suffering harm or that they have been traumatised by abuse, some children may present these behaviours for reasons other than abuse. All staff, volunteers at Dansci Dance Studio are aware of the indicators of abuse and have up to date knowledge of safeguarding issues. They will be alert to the **need to consult further** if they suspect neglect or abuse of a child or children**.**

**Neglect:** The persistent failure to meet a child’s basic physical and psychological needs, likely to result in the serious impairments of the child’s health or development. ***Possible indicators:*** Obvious signs of lack of care including:

Problems with personal hygiene, constant hunger, inadequate clothing, emaciation, lateness or non-attendance at the setting, poor relationship with peers, untreated medical problems, compulsive stealing and scavenging, rocking, hair twisting, thumb sucking, running away, low self-esteem etc.

**Physical Abuse:** May involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

***Possible Indicators:*** Physical signs that do not tally with the given account of occurrence conflicting or unrealistic explanations of cause repeated injuries delay in reporting or seeking medical advice.

**Sexual Abuse:** Forcing or enticing a child to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, penetrative or non-penetrative acts and also includes involving children in watching pornographic material or watching sexual acts.

***Possible indicators:*** Sudden changes in behaviour, displays of affection which are sexual and age inappropriate, tendency to cling or need constant reassurance,

Tendency to cry easily, regression to younger behaviour – e.g. thumb sucking, acting like a baby, unexplained gifts or money, depression and withdrawal, wetting/soiling day or night, fear of undressing for PE etc.

**Emotional Abuse:** The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child’s emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.

***Possible Indicators:*** Rejection, isolation, child being blamed for actions of adults, child being used as carer for younger siblings, affection and basic emotional care giving/warmth, persistently absent or withheld.

**Children who have special educational needs and/or disabilities:**

All children have the right to be safe, yet research shows that disabled children are three times more likely to be abused. A number of factors have been identified as to reasons why these children are more at risk (see bullet points) and endeavour to protect all children.

* a general reluctance of people to believe that disabled children are abused
* limited opportunities to seek help from someone else
* a skills gap between disability and child protection workers
* inadequate teaching about personal safety skills e.g. NSPCC pants campaign
* issues relating to the child’s specific disability or special educational need, e.g. difficulties in communicating or an inability to understand what is happening

**What to do if you are concerned**

If a child makes a disclosure or allegation of abuse against an adult or other child or young person, it is important that you:

* Stay calm and listen carefully.
* Reassure them that they have done the right thing in telling you.
* Do not investigate or ask leading questions instead ask clarifying questions tell me, explain to me, describe to me (TED)
* Let them know that you will need to tell someone else.
* Do not promise to keep what they have told you a secret.
* Inform your Designated Child Protection and Safeguarding Lead as soon as possible.
* Make a written record of the allegation, disclosure or incident which you must sign, date and record your position and hand this to the Designated Child Protection and Safeguarding Lead

**Whistleblowing**

We recognise that children cannot be expected to raise concerns in an environment where staff fail to do so. All staff should be aware of their duty to raise concerns about the attitude or actions of colleagues via our whistleblowing and complaints policies and appropriate advice will be sought from the LADO or Safeguarding Team where necessary.

**Managing Allegations**

We are aware of the possibility of allegations being made against members of staff or volunteers that are working or may come into contact with children and young people whilst at Dan Sci Dance Studio. An allegation is when it appears that the professional, staff member, volunteer, has:

* behaved in a way that has harmed a child, or may have harmed a child
* possibly committed a criminal offence against or related to a child
* behaved in an inappropriate way towards a child which may indicate that he or she is unsuitable to work with children
* if there are concerns about the person’s behaviour towards their own children
* an allegation has been made about abuse that took place some time ago and the accused person may still be working with or having contact with children

Allegations will usually be that some kind of abuse has taken place such as inappropriate behaviour displayed, inappropriate sexual comments, excessive one to one attention beyond the requirements their role and responsibilities, inappropriate sharing or images. Allegations are made for a variety of reasons

* If an allegation is made against an adult in a position of trust whether they be members of staff or volunteers this should be brought to the immediate attention of the Designated Child Protection and Safeguarding Lead***.*** In the case of the allegation being made against the Designated Child Protection and Safeguarding Lead, the Deputy Designated Child Protection and Safeguarding Lead will contact the LADO explaining the nature of the allegation made in order for the appropriate action to be taken.
* The Designated Child Protection and Safeguarding Lead will need to:
* Refer to the Local Authority Designated Officer (LADO) guidance [Managing allegations - Devon Childrens' and Families Partnership (dcfp.org.uk)](https://www.dcfp.org.uk/training-and-resources/managing-allegations/) and submit the [LADO notification form](https://services.devon.gov.uk/web/lado/form).
* Consider safeguarding arrangements of the child or young person to ensure they are away from the alleged abuser.
* Contact the parents or carers of the child/young person if advised to do so by the LADO.
* Consider the rights of the staff member for a fair and equal process of investigation.
* Ensure that the appropriate disciplinary procedures are followed including whether suspending a member of staff from work until the outcome of any investigation if this is deemed necessary.
* Advise the Disclosure and Barring Service where a member of staff has been removed, dismissed or would have been removed had they a result of the allegations being founded. A Copy of What to do if you’re worried a child is being abused can be found at:

<https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/419604/What_to_do_if_you_re_worried_a_child_is_being_abused.pdf>

This sets out the guidelines on dealing with incidents, disclosures and the procedures that must be followed.

**Confidentiality**

* We recognise that all matters relating to child protection are confidential.
* The Designated Child Protection and Safeguarding Lead will disclose personal information about a child or young person to other members of staff only on a need to know basis.
* All staff will be aware that information may be shared with other agencies in order to safeguard children.
* All staff must be aware that they cannot promise a child to keep secrets which might compromise the child’s safety or well-being or that of another.
* We will always undertake to share our concerns with parents and guardians and their consent is sought in accordance with MASH procedures unless doing so would increase the risk of harm to the child. If in doubt regarding sharing information with parents and guardians, we will consult with the MASH consultation team.

Our Child Protection and Safeguarding Policy and Procedures is reviewed annually, or beforehand if deemed necessary in order to keep it updated in line with local and national guidance/legislation.

**Useful Contacts**:

[Devon Children and Families Partnerships](https://www.dcfp.org.uk/)

[South West Child Protection Procedures](http://www.proceduresonline.com/swcpp/)

[Child Exploitation and Online Protection Agency](http://www.ceop.org.uk/)

[NSPCC](https://www.nspcc.org.uk/preventing-abuse/safeguarding/)

[CHILDWISE - a leading specialist in research with children and young people - ABOUT](https://www.childwise.co.uk/)

**Multi-agency Safeguarding Hub (MASH)** **0345 155 1071**

email: [**mashsecure@devon.gov.uk**](mailto:mashsecure@devon.gov.uk)

**MASH Consultation Line** 0345 155 1071 (ask for Consultation Line)

**Out of hours for CYPS (Social Care):**

5pm -9am and at weekends and public holidays, please contact:

Emergency Duty Service 0845 6000 388 (low-rate call)

**Police Central Referral Unit**: 0845 605 116

**DCFP**

DCFP Office: 01392 383000

**Child Protection Chairs and Local Authority Designated** **Officers** for managing allegations against staff:

Allegations against staff LADO Referral Co-ordinator 01392 384964

[Training and Resources on managing allegations](https://www.dcfp.org.uk/training-and-resources/managing-allegations/)

**Devon’s Domestic Abuse Helpline** 0345 155 1074

**Multi-Agency Safeguarding Hub – MASH**

MASH contributes to improved outcomes for safeguarding children because it has the ability to swiftly collate and share information held by the various agencies and to provide a multi-agency risk assessment of each case for ‘actual or likely harm’.

* Manages contacts and enquiries received from any source (usually CYPS and Police VIST *vulnerable incident screening tool*)
* Develops a document recording the concern information and all other agencies information available within agreed timescales and a social worker manager makes an informed decision using all of the available information.
* Develops concern information into a social care referral if services are required under section 17 or section 47 of The Children Act 1989
* Liaises with the Early Help for children and young people who need services but do not meet The Children Act 1989 threshold
* Provides consultation line to agency enquirers about thresholds, appropriate action to be undertaken and services.