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SAFEGUARDING POLICY

1. Introduction

The Central School of Dancing & Performing Arts (CSDPA) is committed to ensuring the safety, welfare, and protection of all its students—both current and former.

This policy sets out the principles, procedures, and responsibilities for safeguarding and promoting student well-being in all contexts, including:

- Classes
- Performances
- Extra-curricular activities

Safeguarding is everyone's responsibility. At CSDPA, we strive to maintain a safe and supportive environment where students can learn, grow, and develop their dance and performing arts skills with confidence.

2. Safeguarding Principles

The welfare of students is paramount. CSDPA is committed to:

- Protecting all students from harm, abuse, and neglect.
- Promoting an environment where students feel safe, respected, and listened to.
- Maintaining clear and effective procedures for identifying and responding to concerns.
- Ensuring that all staff, volunteers, and older student helpers are vetted, trained, and held to the highest professional standards.

3. Scope of the Policy

This policy applies to:

- All students
- All staff and contractors
- Volunteers

- Older student helpers and teaching assistants
- Any individual engaged in activities related to the school

4. Safe Recruitment and Vetting

CSDPA follows strict safeguarding measures in recruitment:

- **DBS Checks:** All staff, teachers, and volunteers working directly with children or vulnerable adults must undergo an Enhanced Disclosure and Barring Service (DBS) check.
- **References:** References are obtained for all staff and volunteers to ensure suitability to work with students.
- **Induction & Training:** All staff, volunteers, and student helpers complete safeguarding induction and training, covering:
    - The safeguarding policy
    - Whistleblowing procedures
    - Identifying signs of abuse or neglect

5. Role of Older Student Helpers

Older student helpers play a valuable role in supporting classes and gaining experience. To ensure safety and professionalism:

- **Eligibility:** Must be at least 16 years old and demonstrate maturity, responsibility, and positive behaviour.
- **Vetting:** Must meet the same safeguarding requirements as staff.
- **Role Limitations:**
    - Cannot be left alone with students under 16 or with vulnerable individuals.
    - May only assist during group classes under teacher supervision.
    - Do not take on full teaching responsibilities.
- **Training:** Must complete safeguarding training and report any concerns immediately to the Designated Safeguarding Lead (DSL).

6. Student Supervision and Interaction

- **Ratios:** A minimum of 1 adult per 15–20 students will be maintained, with adjustments for age and needs.
- **Professional Boundaries:** All staff and helpers must ensure respectful, appropriate interactions. Any physical contact must be minimal and solely for teaching purposes (e.g., posture correction).

- **Changing Areas:**
    - Separate facilities for boys and girls provided where possible.
    - Staff avoid being in changing rooms unless absolutely necessary.
    - Entry should be announced, with another adult present where possible.

7. Reporting and Responding to Concerns

- **Safeguarding Lead:** CSDPA has appointed Designated Safeguarding Leads (DSLs) responsible for implementing this policy and handling concerns.
- **Reporting Procedures:**
    - Concerns may be raised with the DSL or any staff member.
    - Students unable to speak directly may use a confidential reporting system (where available).
- **Confidentiality:** All concerns are treated with strict confidentiality, shared only on a need-to-know basis.
- **Whistleblowing:** Concerns about staff, volunteers, or student helpers can be raised anonymously via the whistleblowing procedure.

8. Health and Safety

- CSDPA ensures compliance with health and safety regulations for dance and physical activity.
- Emergency procedures—including first aid and evacuation plans—are in place and communicated to staff and students.

9. Use of Social Media and Technology

- Staff and teachers must not **friend, follow, or contact students or parents on social media platforms**.
- **Under no circumstances should private messaging between staff and students or parents take place, except in an absolute emergency.**
- Students may follow teachers on social media, but they must not send direct or private messages.
- Staff, students, and parents must not exchange or use each other's personal phone numbers.
- All communication must go through the official CSDPA phone or email.
- All parties are reminded to maintain respectful, professional relationships both online and offline.

- Any inappropriate or concerning online activity or contact will be investigated and addressed.

10. Review and Monitoring

This policy is reviewed annually and updated as required to reflect:

- Legal changes
- Best practice
- Operational needs

CSDPA is committed to continually improving safeguarding practices.

11. Conclusion

The safety and well-being of our students are our highest priorities. By following this safeguarding policy and fostering a culture of vigilance, respect, and responsibility, CSDPA will continue to provide a safe environment where students thrive and express themselves confidently through dance and the performing arts.

Designated Safeguarding Lead
Name: Fern Carpenter, Adam Carpenter

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Signed	Position	Date	Review
F. Carpenter	Co-owner and Joint Principal	01/09/2025	12 Months
A. Carpenter	Co-owner and Joint Principal	01/09/2025	12 Months