



Child Protection Policy
The Academy of Dance

- It is the policy of the school to provide efficient, up-to-date, enjoyable and safe instruction in dance to all pupils who enrol in The Academy of Dance or join in the classes or activities
- The premises in which we hold classes and equipment used will be checked regularly for any defects or faults that exist or may have developed which might present hazards to any attending the premises
- The premises will be cleaned regularly to prevent any hazard to health from accumulated dirt or rubbish
- All instruction will be geared to the previous experience and abilities of the pupil(s) and no person will be required to perform movements beyond their intrinsic capabilities. Staff will be sensitive to all pupils' religious beliefs and culture
- No energetic instruction will be given without pupils undergoing a "warm-up" session, and after an energetic session completing a "warm-down" session
- A day book will be kept to allow records to be kept of any incident in The Academy of Dance, of accidents, incidents or injuries of any nature to staff or pupil(s)
- No very young pupil will be allowed to leave the premises until collected by a parent/guardian or other adult authorised to do so by a parent or guardian. A member of staff will remain on the premises until all pupils have been collected by authorised parent/guardian

- No pupil under the age of 18 will be driven home by a member of staff in his/her car without permission of a parent or guardian or in the event of an emergency
- Normally no member of staff will be alone with a young pupil for any substantial period of time without the consent of a parent or guardian
- No pupil (child) may be photographed or videoed without the consent of their parent or guardian
- Where possible parents should supervise their own children in changing area and waiting areas of premises (and be aware that other parent(s)/guardian(s) may also be present)
- All Staff, Teachers and Volunteers will be Garda Vetted as part of good practice within The Academy of Dance
- We fully comply with the obligations of the Children's First act 2015 and other relevant legislation relating to the protection and welfare of children
- We will fully co-operate with Tusla (dedicated state agency responsible for improving wellbeing and outcomes for children) and an Garda Siochana in relations to child protection and welfare matters
- Teachers/staff who have concerns in relation to a pupil(s) welfare or a child protection issue must report to the Designated Liaison Person (DLP) within The Academy of Dance, so they can document the incident and contact Tusla for guidance in moving forward with the issue/concern and or report raised



- We have a full GDPR policy available for parents/guardians of our students to view on our website, along with The Academy of Dance's Safeguarding statement and Covid-19 Protocols and Procedures in order to comply with safe practice at all our classes and events
- Only suitably qualified persons will be employed in a teaching capacity while any student engaged to assist with teaching will only work under the supervision of a qualified member of staff
- In the event of activities outside of the school premises the instructors will regard themselves as being in "loco parentis" and, so far as applicable and within their control, apply the preceding and subsequent guide lines as if the event was in their own studio/class
- Teachers will avoid any unnecessary physical contact with pupils. However parents and guardians should understand that some aspects of teaching involve some contact. Where it is necessary teachers will use the utmost discretion and, in any event not do so without another adult in the room
- The school principal will ensure that she and the members of staff are properly covered against incidents involving public liability and professional negligence insurance
- The school principal undertake not to involve in misleading or false advertising
- No form of discrimination, by religion, colour, the child's background and so on will be tolerated in The Academy of Dance

- At all times, all staff will endeavour to keep the highest standards of instruction and behaviour. The Academy of Dance principal retains the right to discharge from the school any pupil who persistently disrupts the tuition, uses offensive language, or other anti-social behaviour

- The Academy of Dance operates a no bullying policy

- *As we will be working under the IDTA¹ syllabus and members of the UKA², RAD³ and IBTA⁴ organisations their child protection rules, regulation guideline policies and code of conduct will also be applied to The Academy of Dance*

- The Academy of Dance director Clarissa Michaux deals with all complaints regarding The Academy of Dance.

- The Academy of Dance has a policy in place to respond to all complaints that cannot be resolved informally. Complaints may arise in response to:
 1. An alleged breach of the code of behaviour by a worker/volunteer
 2. A particular practice issue.
 3. A child/young person feeling unhappy about an incident or an event
 4. A parent/ guardian feeling unhappy about an incident or event involving their child.
 5. Perceived poor attitude of a worker/volunteer
 6. Dissatisfaction in relation to an aspect of the service being provided

¹ International Dance Teacher Association

² United Kingdom Alliance

³ Royal Academy of Dance

⁴ Irish Ballet Teachers Association



- The Academy of Dance believe it is vital that everyone is aware of how to proceed with a complaint issue, and to make it clear who can make such complaints, The Academy of Dance is open to receiving a complaint from:
 1. Parent/Guardian
 2. Child or young person
 3. Member of the public or other who may have legitimate concern.(Written email can be sent, contact details are available on our website)

Note: Issues being raised by workers/volunteers or students on placement should be brought to the attention of the relevant manager, following the appropriate internal procedure.