

Hertsmere Academy of Dance & Performing Arts

Policy Statements

INDEX:

1. Mission Statement
2. Code of Conduct Statement
3. Child Protection Statement
4. Health and Safety Statement

1. Mission Statement

At Hertsmere Academy of Dance & Performing Arts, we aim to provide a happy and safe environment in which students can learn dance and performance skills and gain government recognised qualifications through exams, giving them a platform to develop social, physical, and communication skills that will be transferable to all walks of life. It is our aim that students of Hertsmere Academy of Dance & Performing Arts have increased self-confidence and fitness whilst having fun and making new friends.

2. Code of Conduct

1. Integrity:

Hertsmere Academy of Dance & Performing Arts will act in all matters with the utmost integrity.

2. Competence:

Hertsmere Academy of Dance & Performing Arts will operate within the limits of the teachers' qualifications, experience and expertise. All classes will be planned to an appropriate level to facilitate the needs of the students providing feedback in a positive and encouraging way to aid development, always adhering to the highest possible standards.

3. Professionalism:

Hertsmere Academy of Dance & Performing Arts aims to run in the most professional way possible and will strive to offer advice and guidance for those who may wish to follow a career in the arts.

4. Safety:

Hertsmere Academy of Dance & Performing Arts has a Child Protection Policy, Health and Safety Policy and a Terms & Conditions/Regulations in which parents are requested to be aware of these policies in the interest of serving the wellbeing of the children. Hertsmere Academy of Dance & Performing Arts feel that safety is always paramount and the facilities used for practice are adequate to meet the needs of the students. Hertsmere Academy of Dance & Performing Arts is committed to ensuring employees/volunteers are competent to do their task so that students will receive professional tuition with appropriate facilities following safe practice.

3. Child Protection Statement

Hertsmere Academy of Dance & Performing Arts aims to provide a duty of care to safeguard all children involved in dance from harm and provide a happy and safe environment where children can learn. All children have a right to protection and to feel secure and free from threat, regardless of gender, ethnicity, disability, sexuality or beliefs and the needs of those particularly vulnerable are to be taken into account. The dance school will ensure the safety by following the Child Protection guidelines. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately and all staff (paid/voluntary) have a responsibility to report concerns to the principal. Any person teaching for Hertsmere Academy of Dance & Performing Arts will be in receipt of a DBS/Criminal Record Bureau disclosure.

There are five main elements to our main policy:

- Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with children.
- Raising awareness of child protection issues and equipping children with the skills needed to keep them safe.
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases, of abuse.
- Supporting pupils who have been abused in accordance with his/her agreed child protection plan.
- Establishing a safe environment in which children can learn and develop.

Hertsmere Academy of Dance & Performing Arts has a child protection policy as we are taking the initiative in making our organisation as safe as possible for children. This Policy is available upon request.

4. Health and Safety Statement

Most Venues are responsible for the buildings maintenance, maintenance of safety appliances such as fire extinguishers, electrical safety, maintenance of toilet and kitchen areas, maintenance of heating systems and general cleaning of the facilities. Whilst the above responsibilities for risk assessments lie with the venue, anyone who has concerns about the safety of the building, or is aware of risk is to report it to The Principal, who will then inform the relevant authority at the venue.

Fire procedures are prominently displayed within the building and all teachers are aware of what action to take in the event of a fire.

Parents are asked to disclose any medical information, allergies or injuries that students may have on the registration form and to provide any amendments to this information if necessary. Parents are also asked to recognize that as with any physical activity there can be a risk of injury and therefore release Hertsmere Academy of Dance & Performing Arts and its teachers from any liability.

In the case of an accident causing injury, first aid boxes with basic supplies are available, for more serious injuries, dependant on the extent of injury, professional medical assistance will be requested either by calling the emergency services or by escorting the injured individual to a place where they can receive treatment. In all cases parents will be informed, in the case of minor injuries at the end of class, when professional medical assistance is required they will be informed immediately. All accidents will be recorded and logged.

Hertsmere Academy of Dance & Performing Arts has a Health & Safety policy as we are taking the initiative in making our organisation as safe as possible for children. This Policy is available upon request.