

## bbodance Classes Safeguarding Policy and Procedures 2019-20

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This document summarises key policy details and procedural guidelines including contact information for the Designated Safeguarding Person for bbodance Classes. The *Safeguarding Children and Child Protection Policy and Procedures 2019-20* can be viewed in full at [bbo.dance](http://bbo.dance).

### Introduction

It is bbodance's moral and statutory responsibility to safeguard and promote the welfare of children in its care. The welfare of the child is paramount (Children Act 1989). It is responsible for "Safeguarding Adults at Risk".

bbodance endeavours to provide a safe, welcoming environment in which all people are listened to, respected and valued. All children, regardless of age, gender, ability, culture, race, language, religion or sexual identity, have equal rights to protection.

The procedures in this policy apply to bbodance's staff, teachers, teaching assistants, examiners, Trustees or other contractors whether full-time or part-time and unpaid volunteers. All staff have an equal responsibility to act on any suspicion or disclosure that may suggest a child is at risk of harm in accordance with this guidance.

The procedures are consistent with those of The London Child Protection Procedures and Working Together to Safeguard Children, 2014. (HM Gov March 2015)

### Key Personnel

**bbodance Classes Principal:** Julia Delaney, Principal, [classes@bbo.dance](mailto:classes@bbo.dance), 020 8748 1241

**Designated Senior Person (DSP):** Fiona Knowler, Head of Operations, [Fiona.knowler@bbo.dance](mailto:Fiona.knowler@bbo.dance), 020 8748 1241

**Deputy Designated Senior Person:** Sam Le Bihan, Head of Teaching Qualifications, [sam.lebihan@bbo.dance](mailto:sam.lebihan@bbo.dance), 020 8748 1241

**Nominated Child Protection Trustee:** Nicholas Espinosa – Chairman of the Trustees

### Definitions

**Safeguarding and promoting the welfare of children:** The process of protecting children from abuse or neglect, preventing the impairment of their health and development, ensuring that children grow up in circumstances consistent with the provision of safe and effective nurturing care and undertaking that role so as to enable those children to have optimum life chances and to enter adulthood successfully.

**Child Protection:** The process undertaken to meet statutory obligations laid out in the Children Act, 1989 and associated guidance (Working Together to Safeguard Children, 2014) in respect of those children who have been identified as suffering or being at risk of suffering harm.

**Child:** All young people who have not yet reached their 18th birthday.

**Parents/Carers:** Birth parents and other adults who are in a parenting role, e.g. step-parents, foster carers and adoptive parents.

**Safeguarding Adults at Risk:** An adult aged 18 years or over 'who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation' (Department of Health DH, 2000).

## Staff Training and Recruitment

- All staff are checked through the Disclosure and Barring Service every 3 years
- All staff receive training to enable them to recognise the possible signs of abuse, and know what to do if they have concerns as part of their induction, this mandatory training is updated at least every three years
- The DSP's training is updated every two years, including training in inter-agency procedures

## Procedures

- In an emergency situation take the action necessary to help the child e.g. 999
- Any concerns relating to the welfare of a child should be reported to the DSP
- If a child makes a disclosure to you, report it to the DSP
- The DSP will make contact with the child's parents/carers in the event of a concern, suspicion or disclosure. However, if bbodance believes contacting the parents could increase the risk to the child, advice will be sought from children's social care.

## Allegation Management

- Concerns regarding the conduct of staff towards children should be raised with the DSP
- Reports about the DSP should be reported to the Chair of Trustees
- Staff have the right to have their case dealt with fairly, quickly and be kept informed of its progress. Suspension is not mandatory, but in some cases, staff may be suspended where this is deemed the best way to ensure that children are protected
- External, independent advice and guidance will be sought from the Local Authority Designated Officer (LADO), Linde Webber (WSCB Manager) 020 8871 8610/ 07798 823 165 or lwebber@wandsworth.gov.uk.

## Review

The policy is reviewed annually, unless an incident occurs, or new legislation suggests the need for an earlier review date.