

J4K Performing Arts Child Protection & Safeguarding Policy

1. Policy Statement

J4K Performing Arts is a part-time performing arts school based in Cornwall, offering training for children and young people aged 4 and over. We are committed to providing a safe, inclusive, and supportive environment where creativity, expression, and personal development are nurtured through the performing arts.

Our Core Aims Are To:

- Inspire a love for performing arts through accessible, high-quality instruction in drama, dance, and music.
- Encourage confidence, teamwork, and essential life skills through creative expression.
- Provide a fun, engaging learning experience that promotes personal growth.
- Celebrate diversity and ensure all children feel welcomed and valued.
- Identify and nurture talent in a supportive, non-competitive environment.
- Foster an appreciation of the arts across our community.

At the heart of our practice is a commitment to safeguarding and promoting the welfare of all children and young people involved in our activities. We believe that:

- Every child, regardless of age, gender, race, religion, ability, sexual identity, or background, has the right to feel safe and be protected from all forms of harm.
- The welfare of the child is paramount.
- Safeguarding is everyone's responsibility.

This policy adheres to current statutory guidance, including *Working Together to Safeguard Children* (2018), and incorporates legal duties from *The Children Acts 1989 & 2004* and *The Safeguarding Vulnerable Groups Act 2006*. It also applies to vulnerable young adults under the age of 25 who engage with our activities.

2. Responsibilities and Commitment

We expect all staff, volunteers, contractors, and anyone working on behalf of J4K Performing Arts to understand and uphold this policy.

We will safeguard children and young people by:

- Listening to and respecting every child.
 - Having clear lines of accountability for safeguarding.
 - Following safe recruitment procedures, including DBS checks and reference vetting.
 - Providing safeguarding training for all staff and volunteers.
 - Maintaining a code of conduct for appropriate behaviour.
 - Ensuring children and parents are aware of their right to raise concerns.
 - Responding swiftly to allegations or suspicions of abuse.
 - Sharing information appropriately with relevant authorities when concerns arise.
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3. Designated Safeguarding Lead (DSL)

Victoria Nagy

Email: j4kperformingarts@yahoo.com

Phone: 07534 900377 (24 hours)

Deputy Safeguarding Lead:

Jenifer Hare

Phone: 07771596512

All safeguarding concerns should be reported to the DSL or Deputy DSL without delay.

4. Understanding and Identifying Abuse

We recognise the following as forms of abuse: physical, emotional, sexual, and neglect. Staff and volunteers are trained to identify and respond appropriately to signs of abuse and poor practice.

Children from marginalised backgrounds, with disabilities, or those excluded from mainstream support may face additional vulnerabilities. Our policy ensures inclusive, sensitive support for all.

5. Promoting Good Practice

All staff are expected to model respectful, safe, and inclusive behaviour. Good practice includes:

- Working in open, visible environments.
 - Treating all children equally and with dignity.
 - Maintaining appropriate physical and emotional boundaries.
 - Encouraging children to make decisions and voice concerns.
 - Providing constructive feedback.
 - Gaining consent for physical contact where needed (e.g., during dance instruction).
 - Keeping written records of any injuries or incidents.
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6. Practices to Avoid

Unless unavoidable (e.g., medical emergency or late pick-up), staff should avoid:

- Being alone with a child.
 - Transporting a child unaccompanied.
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7. Prohibited Practices

J4K Performing Arts enforces a strict zero-tolerance policy on:

- Rough or inappropriate physical contact.
- Sexualised language or behaviour.
- Bullying, threats, or humiliation.
- Doing things of a personal nature for children that they can do for themselves.

- Inviting children to your home or staying with them unsupervised.
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8. Reporting and Recording Concerns

Incidents requiring immediate attention include:

- A child is accidentally hurt.
- A child is distressed, or misinterprets actions.
- A child makes a disclosure or allegation.

All concerns must be reported to the DSL and documented. Parents will be informed appropriately.

If the DSL is implicated in an allegation, contact the **Deputy DSL** or:

Local Authority Designated Officer (LADO)

 01872 326536

 lado@cornwall.gov.uk

If there is immediate risk to a child, contact:

Multi-Agency Referral Unit (MARU)

 0300 123 1116

 Out of hours: 01208 251300

9. Use of Photography and Filming

Parental consent is required for taking and sharing images or videos of children during classes, performances, or promotional events. All media is used in accordance with our data protection and safeguarding standards.

10. Recruitment and Training

We take rigorous steps to ensure staff and volunteers are safe to work with children. This includes:

- Application and self-disclosure forms.
 - Two references, one relating to work with children.
 - Enhanced DBS checks (renewed annually).
 - Identity verification (photo ID).
 - A formal interview and induction process.
 - Signing this Safeguarding Policy.
 - Ongoing training in safeguarding and child protection (minimum every 2 years).
 - Access to First Aid training where necessary.
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11. Responding to Allegations

We take all concerns and allegations seriously. There are three types of investigation that may occur:

- Criminal investigation
- Child protection investigation

- Disciplinary investigation

Staff will be supported during any investigation, but the welfare of the child remains the priority. Suspension may be necessary during the process.

12. Historical Allegations

Reports of historical abuse are treated with the same seriousness. Concerns must be reported to MARU or police, as other children may still be at risk.

13. Bullying

Bullying in any form is not tolerated. If bullying is suspected:

- Investigate fully and sensitively.
 - Record all incidents.
 - Support both victim and perpetrator appropriately.
 - Report to the DSL or Deputy DSL.
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14. Confidentiality and Information Sharing

All safeguarding concerns will be shared on a **need-to-know** basis only. Records are stored securely and comply with data protection legislation.

15. Annual Review

This policy is reviewed annually to ensure compliance with legislation and best practice.

Last reviewed: 12th June 2025

Next review due: 12th June 2026

Reviewed by: Victoria Nagy

To report a concern or to seek safeguarding advice, contact Victoria Nagy (DSL) at j4kperformingarts@yahoo.com or 07534 900377.

Full Name of staff member	Please sign to confirm you have read this policy and understand your roles/responsibilities	Date

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