

Cottenham Theatre Workshop

Child Protection Policy

Cottenham Theatre Workshop recognises its duty of care under the Children and Young Persons Act 1963, the Child (Performances) Regulations 1968, the protection of Children Act 1999 and the Criminal Justice and Court Services Act 2000. The Children Acts 1989 and 2004.

The Society recognises that abuse can take many forms whether it be physical abuse, emotional abuse, sexual abuse or neglect. The society is committed to practice which protects children from harm. All members of the society accept and recognise their responsibilities to develop awareness of the issues which cause children harm.

The society believes that:

- The welfare of the child is paramount
- All children whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity have the right to protection from abuse;
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- All members and employees of the society must be clear on how to respond appropriately.

The society will ensure that:

- All children will be treated equally and with respect and dignity;
- The welfare of each child will always be put first;
- A balanced relationship based on mutual trust will be built which empowers the children to share in the decision-making process;
- Enthusiastic and constructive feedback will be given rather than negative criticism;
- Bullying will not be accepted or condoned;
- All adult members of the society provide a positive role model for dealing with other people; action will be taken to stop any inappropriate verbal or physical behaviour;
- It will keep up-to-date with health and safety legislation;
- It will keep informed of changes in legislation and policies for the protection of children;
- It will undertake relevant development and training;
- It will hold a register of every child involved with the society and will retain contact names and numbers close at hand in case of emergencies.

The society has safeguarding procedures which accompany this policy. See Appendix 1 for Safe Practice notes issued to all members.

The Society has a dedicated safeguarding/child protection officer, who is in charge of ensuring that the safeguarding policy and procedures are adhered to.

That person's name is; **Duncan McCallum** and he can be contacted by email:

Duncan.McCallum@admin.cam.ac.uk

This policy will be regularly monitored by the Committee of the Society and will be subject to annual review.

Date: 27 January 2014

Acknowledgement to the National Operatic and Dramatic Association (NODA) who have supplied this model.

Appendix 1.

Safe Practice for Production Company members, cast and crew.

This guidance is adopted from the Cambridgeshire County Council Good Practice for Voluntary Amateur Theatrical Organisations within the boundary of Cambridgeshire County Council (6 October 2009)

All staff of a production company; cast, crew, chaperones and particularly those involved in direct physical contact with young performers such as: wardrobe, make-up artists must be careful of their conduct including: Use of Language, Touch, General Behaviour.

Physical Contact:

All unnecessary physical contact must be avoided so that either young people or other adults cannot misinterpret innocent actions.

Wherever possible direct physical contact with children (to include all under 18s) and young people for the purpose of costume dressing or make up should be carried out in the presence of other adults and must not involve intimate touching.

General Behaviour

Meetings with children and young people should not be undertaken alone, preferably another adult should be present, and held in a venue that is accessible to other people.

Special relationships and favouritism should be avoided, they are divisive and can be misinterpreted.

Any unusual comments or disturbing behaviour by either a child/young person about an adult member of the Production Company, a peer or family member must be reported to the nominated person with child protection responsibilities or a senior member of the production company. This person should where appropriate support the adult to refer their concerns to the child protection team of social services.

