



PROFESSIONAL TEACHERS OF DANCING

SAFEGUARDING POLICY

ISSUE AND REVIEW:

This policy is January 2023 version and is subject to regular revisions.

GENERAL INFORMATION

The PTD takes Safeguarding of children and vulnerable adults very seriously and has put in place preventative measures within its assessment structure and processes. Safeguarding means preventing harm and acting to protect children and adults as risk from actual or potential abuse, neglect or exploitation and ensuring they receive proper care. It can be verbal, physical sexual, emotional or neglect and can lead to the person being hurt, upset, frightened or manipulated into doing something they know is wrong or do not want to do.

All PTD Safeguarding procedures are in accordance with Section 11 of the Children Act 2004, furthermore, all individuals associated with the PTD are expected to adhere to the DoF's advice "What to do if you're worried a child is being abused" - [Child abuse concerns: guide for practitioners - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/child-abuse-concerns-guide-for-practitioners)

Safeguarding of children and vulnerable adults along with promoting their welfare means:

- Protecting children and vulnerable adults from maltreatment
- Preventing impairment of a child's/adult's health or development
- Ensuring that children/adults are growing up with the provision of safe and effective care
- Taking action to ensure that children and vulnerable adults have the best life chances

The PTD aims to:

- Identify and respond to concerns about a child or vulnerable adult
- Ensuring in the approach of the PTD to equality, diversity and representation is consistent at all levels of the organisation.

IDENTIFYING ABUSE

Physical abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child or vulnerable adult. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

Sexual abuse

Sexual abuse involves forcing or enticing a child, young person and/or vulnerable adult to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact. They may include non-contact activities, such as involving children and vulnerable adults looking at, or in the production of, sexual online images, or encouraging children and vulnerable adults to behave in sexually inappropriate ways.

Emotional abuse

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children and vulnerable adults that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. Some level of emotional abuse is involved in all types of ill treatment of a child and/or vulnerable adult though it may occur alone.

Neglect

Neglect is the failure to meet a child's and/or vulnerable adult basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may involve a parent or carer failing to:

- Provide adequate food, clothing, and shelter
- Protect a child from physical and emotional harm or danger
- Ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's and/or vulnerable adult basic emotional needs.
- Ensure adequate supervision.

Additional information

If you are unsure about identifying abuse or wish to check anything regarding your concern, then the following websites and contact details should be of use:

<https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>
[NSPCC | The UK children's charity | NSPCC](#)

<https://www.citizensadvice.org.uk/family/children-and-young-people/protecting-children/reporting-child-abuse/>

[Child protection system for Northern Ireland | NSPCC Learning](#)

NSPCC Helpline	+44 (0)808 800 5000
Child Line	0800 1111

EXAMINERS

All examiners hold a DBS check and these are re-done every 3 years

All examiners have also stated in writing that they agree to abide by the “Keeping Children Safe in Education 2022 Part 1” document.

<https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>

RECRUITMENT

All PTD staff and examiners are required to engage in Safeguarding awareness training and how to report a concern.

All staff and examiners are made aware when offered a position that this is subject to DBS checks.

PROTECTION OF CANDIDATE DATA

All candidate data, regardless of age or ability is securely held and used in line with the Data Protection Act 2018 and GDPR.

REPORTING AND DEALING WITH CONCERNS

The PTD is aware that reporting or identifying a potential or ongoing concern is a difficult task. We encourage anyone involved with the PTD to report any concerns they may have with regards to safety, welfare, or wellbeing issues.

DESIGNATED SAFEGUARDING LEAD

Emma Brown is the PTD designated Safeguarding lead. If you wish to report a concern, please complete the Reporting a Concern form and submit or email to:

Designated Safeguarding Lead
Emma Brown
Professional Teachers of Dancing
The STUDIO
Morcombelake
Dorset
DT6 6DY
Email: ptd.safeguarding@outlook.com

URGENT CONCERNS

If there is a real and present danger to a child or adult, then please call 999. Any other urgent matters please contact the Designated Safeguarding Lead.

The PTD takes any concerns raised seriously no matter how seemingly trivial. Every case is considered carefully on an individual basis and in accordance with the relevant Local Safeguarding Children Board's framework. [Local safeguarding children boards - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/local-safeguarding-children-boards)

If a concern or information about an incident is received the Designated Safeguarding Lead will assess if the threat to safety is immediate and contact the Local Authority and police if necessary.

If a concern is raised against any member of PTD staff or examiners then the PTD will immediately liaise with the Local Authority Designated Officer, (LADO).

Guide to action following a report of an incident

Step 1

- An allegation of abuse has been received, from examiner, student, parent, teacher or PTD staff member
- The Designated Safeguarding Lead has been notified if not already aware
- Is there a threat to immediate safety? If 'YES' contact the Police and Local Authority.

If 'NO'

Step 2

If not already completed complete a Reporting a Concern form, (see Appendix 1)

Step 3

Has the safeguarding issue been identified following further investigation?

Is this a safeguarding concern?

If no safeguarding concern is identified no action is required

Step 4

If a safeguarding concern has been identified relevant parties to be notified so that appropriate action can be taken

MORE INFORMATION

For additional information on what to do if there is a concern about a child or vulnerable adult's welfare please refer to the guidance documents below, issued by the UK Government and leading organisations in the field.

[NSPCC Learning homepage - safeguarding training and resources](#)

[Safeguarding and protecting people for charities and trustees - GOV.UK \(www.gov.uk\)](#)

[Child abuse concerns: guide for practitioners - GOV.UK \(www.gov.uk\)](#)

PTD Safeguarding – Reporting a concern

If you have a concern of any kind to raise in regard to a child or adult at risk taking an exam or staff member's conduct towards a child or adult at risk then please complete the form below. Please either email the form to: ptd.safeguarding@outlook.com or post to:

Emma Brown
Professional Teachers of Dancing
The STUDIO
Morcombelake
Dorset
DT6 6DY

Full name of the child/vulnerable adult	
Full name of the staff member/examiner	
Exam date/location	
Disclosure or witnessed circumstances	
Details of concern (please include if you have any notes or evidence in regards to the concern. You may be called upon to provide this is the report is escalated).	
Reported by Name: Date:	