

# **Child Protection Policy Statement**

## **TicTac Theatre**

### **Purpose & Function**

TicTac Theatre is a touring theatre company that promotes a mixture of performance and life skills through workshops in a variety of settings. It also produces full productions to children, at theatres, in schools, colleges and other environments.

TicTac Theatre is committed to ensuring safe environments for children and young people and believes that it is always unacceptable for a child or young person to experience abuse of any kind. We recognise our responsibility to safeguard the welfare of all children and young people, by a commitment to recommend best practice, which protects them.

This policy applies to our, paid staff, volunteers, students or anyone working on behalf of TicTac Theatre.

### **We recognise that:**

- The welfare of the child/young person is paramount
- All children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have the right to equal protection from all types of harm or abuse
- Working in partnership with children, young people, their parents, carers and other agencies, is essential in promoting young people's welfare.

### **The purpose of the policy:**

- To provide protection for the children and young people who participate in our workshops and performances, including children/siblings of members not taking part in the workshops but in attendance of.
- To provide staff and volunteers with guidance on procedures they should adopt in the event that they suspect a child or

young person may be experiencing, or be at risk of, harm or abuse.

### **We will seek to safeguard children and young people by:**

- Valuing them, listening to and respecting them
- Adopting child protection guidelines through procedures and safe working practice for staff and volunteers
- Recruiting staff and volunteers safely, ensuring all necessary checks are made (DBS/CRB/Update Service)
- Sharing information about child protection and safe working practice with children, parents, staff and volunteers
- Sharing information about concerns with agencies who need to know, IE MASH and involving parents and children appropriately
- Providing effective management for staff and volunteers through supervision, support and training.

### **Supporting Procedures**

- **Named Person** – information relating to the Named Person, their roles, responsibilities and qualifications in plain view if at theatre or given to appropriate staff at the school.
- **Description of Child Abuse & How to respond** – Given to all members of staff & volunteers.
- **Contact Details for Child services, police, LADO, NSPCC** – all in plain view if at theatre or given to appropriate staff at the school.
- **Guidance on Confidentiality & Data Protection** – all in plain view if at theatre or given to appropriate staff at the school.
- **Code of Behaviour for Staff & Volunteers.**  
**Consequences are clear and linked to Disciplinary procedures** – Given to all members of staff & volunteers.
- **Safe recruitment** - making sure all necessary checks are undertaken before commencement of work with children
- **Information & Guidance on Domestic Violence, Forced Marriage, FGM, Extremism (Prevent)** – Given to all members of staff & volunteers.

### **Systems (recording information/Complaints etc)**

- **Process for recording incidents, concerns & referrals-** Incident forms, conversation forms & Disclosure Forms, available to all members of staff & volunteers.

**Have opportunities to learn about child protection-** opportunity for all staff to attend Safeguarding induction.

**How to raise a concern** - information on whom to contact and how, available to all members of staff & volunteers.

**Response** - All concerns, and allegations of abuse will be taken seriously by staff and volunteers and responded to appropriately - this may require a referral to children's social care services, the independent Local Authority Designated Officer (LADO) for allegations against staff and other volunteers, and in emergencies, the police

### **How do we link with other policies/procedures?**

- **Main Law & Guidance-** information on Childrens Act 1989 & 2004, Safeguarding vulnerable Groups Act 2006, Protection of Freedoms Act 2012, FGM Act 2003, Working together to safeguard children 2015 (Department of Education).
- **Photography/Videos/Internet Use etc** - Permission forms obtained for photography, videography and other media. Permission obtained for use on Websites, Newspapers, Room displays etc.

### **Review**

- TicTac Theatre will review this policy each year in January in line with guidance or sooner in light of any changes in legislation or guidance. All changes will be communicated to all staff before new workshops commence.