



Wickham Theatre Trust, Theatre 62 Safeguarding Policy September 2017

Introduction

The health, safety and well being of any children or vulnerable adults who become involved in any productions or activities for Wickham Theatre Trust, Theatre 62 (to be referred to as “the club”) is of paramount importance to all who are involved in the club. All these children and vulnerable adults have the right to safety, regardless of age, gender, race, culture, religion, sexuality or disability.

Aims

This policy is to ensure that all adults are clear about the action to be taken with regard to the safeguarding of children and vulnerable adults whilst engaged with or at the club. It aims to raise awareness of possible cases of concern and inform members about reporting any such cases.

Procedures to be followed in case of concern.

The designated Safeguarding Officer is Christine Lever. Any concerns should be reported to her in the first instance. She can be contacted via the club or on [07870834007](tel:07870834007). Concerns may also be reported to the chairman, Ian-Paul Munday ([07970879998](tel:07970879998)) or vice chair Stuart Scott ([07941382564](tel:07941382564)). If a member of the club suspects that a child may be a victim of abuse, they should immediately inform the designated officer about their concerns. Abuse can be of a sexual, emotional or physical nature. It can also be the result of neglect.

Guidelines for adults working with children or vulnerable adults at the club.

- Adults to ensure that children and vulnerable adults are treated with respect and sensitivity at all times.
- Adults are to ensure that when engaged in activities with a child or vulnerable adult, there are other adults present whenever possible.
- The club is to provide separate toilet and changing areas for children and vulnerable adults while they are at the club.
- Adults to ensure that they maintain appropriate behaviour at all times, this includes abstaining from alcohol and offensive or suggestive language. Adults must also be mindful of any inappropriate touching.
- Any adult involved in helping dress or make up a child or vulnerable adult to have a valid DBS certificate.
- The club to provide licensed chaperones for the children, when they are taking part in productions.

- Timing, frequency and duration of productions involving children and vulnerable adults are to take account of the needs of these groups.
- Any queries regarding the above points or appropriate behaviour may be raised with the Safeguarding Officer, the Chairman or Vice Chair of the club.
All parents/carers will be made aware of the club's Safeguarding procedures.

If an allegation is made against a member of the theatre, the allegation should be taken seriously. The club must ensure the child or vulnerable adult is safe and supported and the Safeguarding Officer informed as soon as possible.

All information relating to individual child protection issues is confidential, and should be treated accordingly. Confidential information should only be passed on to appropriate persons.

Signed Chairperson

Date

Signed Safeguarding Officer

Date

Guidance taken from:- *Children and Families Act 2014*

Policy to be renewed in October 2018