



Child protection strategy

By implementing the strategies listed below, Stepnout performing arts can provide a safer and more enjoyable studio environment for children.

- The Director and Office Manager are appointed as child protection representatives. This person should be the first point of contact if a child, parent or other member of the studio becomes concerned about an incident.
- Have the child protection representative appropriately trained and their details and role well advertised within the studio. Contacts: Elizabeth Loft Director and Angela Keddie Office Manager.
- The studio updates its policies and procedures that are recommended by Safeguarding children policy and have a thorough list of procedures. The policy includes a complaints process and codes of behaviour for all roles within the studio, stating what is acceptable behaviour.
- Stepnout adopts thorough recruitment and selection practices for paid and voluntary positions. These practices should include job descriptions, interviews, checking references and where appropriate, conducting police checks or Working with Children compliance.
- Stepnout will promote the policy and procedures to all members, particularly staff, and make them easily accessible.
- Ensure Stepnout meets any relevant state child protection legislative requirements.
- Respond to suspected, allegations and complaints of child abuse. Where there is an incident of suspected child abuse, the child protection representative for the studio should immediately make contact with the national organisation and/or the relevant authorities to seek advice.
- Ensure there is no harassment and victimisation of the child or the person who made the allegation on behalf of the child.
- Use accredited teachers and check that their accreditation is current.
- Provide information to Staff working with children about how to recognise child abuse and give them directions on what to do if abuse is reported or suspected.
- Conduct an education and training program to increase awareness of child abuse
- Ensure all staff (inc contracted, fill in & guest teachers have current WWCC (OCT 2017)
- Ensure all Volunteers have current WWCC (OCT 2017)