



SAFEGAURIDNG & INCLUSION POLICY

Dance4u
2023-2024



TABLE OF CONTENT

Introduction	1
1.1 Purpose	
1.2 Scope	
1.3 Definitions	
Principles	2
2.1 Safety First	
2.2 Respect and Dignity	
2.3 Equality and Non-Discrimination	
2.4 Open Communication	
2.5 Collaborative Approach	
Implementation	3
3.1 Instructor and Staff Screening	
3.2 Incident Reporting and Response	
3.3 Risk Assessment	
3.4 Accessible Spaces	
3.5 Inclusive Dance Programs	
3.6 Education and Awareness	
Monitoring and Review	4
Appendix A:	
6.1 Reporting Procedures	5-6
6.2 Reporting Form	7-8
6.3 Contact Information	9
Appendix B:	
7.1 Code of Conduct	10-11
7.2 Guidelines for Inclusive Behaviour and Expectations for Staff and Volunteers	

INTRODUCTION

At Dance4u, we are deeply committed to cultivating a safe, supportive, and inclusive environment for everyone who engages with our dance community. This policy underscores our unwavering dedication to preventing harm, nurturing well-being, and promoting equal participation without any form of discrimination.

1.1 Purpose

The purpose of this policy is to establish a comprehensive framework that safeguards the physical, emotional, and psychological safety of all individuals within Dance4u. We seek to create an atmosphere where everyone is valued, respected, and given equitable opportunities to express themselves through dance.

1.2 Scope

This policy applies to all members of our dance community, including dancers, instructors, staff, volunteers, parents, guardians, and partners. It encompasses our commitment to safeguarding and inclusion across all activities, programs, and events.

1.3 Definitions

- **Safeguarding:** Our proactive measures to protect individuals from harm, abuse, neglect, or any exploitation within our dance environment.
- **Inclusion:** Our dedication to creating a space where everyone, regardless of their background, identity, or abilities, is welcomed and empowered to participate fully.

PRINCIPLES

Our approach to safeguarding and inclusion is grounded in fundamental principles that guide our actions and decisions:

2.1 Safety First

We prioritise the safety and well-being of every member of our dance community. We take preventive measures to ensure a secure environment where risks are minimised and concerns are addressed promptly.

2.2 Respect and Dignity

We uphold a culture of respect, dignity, and empathy, fostering an environment where individuals from all walks of life are acknowledged and valued for their unique contributions.

2.3 Equality and Non-Discrimination

Dance4u is resolute in offering equal opportunities to all, regardless of age, gender, race, ethnicity, disability, sexual orientation, religion, or any other characteristic. Discrimination has no place in our community.

2.4 Open Communication

We encourage transparent and open communication to ensure that any concerns related to safeguarding and inclusion are reported without hesitation. Open dialogue is essential to maintaining a safe and welcoming environment.

2.5 Collaborative Approach

We believe that safeguarding and inclusion are responsibilities shared by every member of our community. Together, we work towards upholding these principles and creating a thriving environment.

IMPLEMENTATION

Our commitment to safeguarding and inclusion is put into action through a range of carefully considered measures:

3.1 Instructor and Staff Screening

We subject all instructors and staff members to comprehensive screening and background checks to ensure they are suitable to work with our dancers. Furthermore, all personnel undergo training on safeguarding and inclusion to remain informed and prepared.

3.2 Incident Reporting and Response

Every member of our dance community has the responsibility to promptly report any behaviour that could compromise the well-being or rights of others. Our reporting process guarantees confidentiality and swift, appropriate action.

3.3 Risk Assessment

We proactively identify and assess potential risks to safeguarding and inclusion, taking decisive steps to mitigate these risks effectively.

3.4 Accessible Spaces

Our dance spaces, both physical and virtual, are meticulously designed to be accessible to all individuals. We make reasonable accommodations to ensure that everyone can participate comfortably.

3.5 Inclusive Dance Programs

At Dance4u, our programs, activities, and services are carefully crafted to be inclusive, encouraging active participation and engagement from dancers of all backgrounds and abilities.

3.6 Education and Awareness

We organise workshops, seminars, and informational sessions to increase awareness about safeguarding and inclusion. By fostering understanding and empathy, we create a united community that embraces diversity.

MONITORING & REVIEW

We are committed to reviewing and refining this policy annually to ensure its effectiveness and relevance. We welcome feedback from dancers, instructors, volunteers, and stakeholders as an essential part of this ongoing process.

REPORTING PROCEDURES

Appendix A: Reporting Procedures

At Dance4u, we recognise the importance of maintaining a safe and inclusive environment for all members of our dance community. We are committed to promptly addressing any concerns or incidents that may compromise the well-being or rights of individuals within our community. This appendix outlines the reporting procedures that should be followed when raising concerns related to safeguarding and inclusion.

1. Reporting Concerns

If you become aware of or witness any behaviour, action, or situation that you believe may violate our safeguarding and inclusion principles, it is your responsibility to report it immediately. Prompt reporting is essential to ensuring a timely and appropriate response. Concerns may include but are not limited to:

- Physical, emotional, or psychological harm
- Discrimination or harassment
- Neglect or abuse
- Violations of inclusion and diversity guidelines
- Anything that contradicts the values outlined in our Safeguarding and Inclusion Policy
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2. Steps to Report

Follow these steps when reporting a concern:

a. Safety First: If someone's immediate safety is at risk, prioritise their well-being and seek help from the appropriate authorities (e.g., medical professionals, law enforcement) if necessary.

b. Inform the Safeguarding Officer: Report the concern to our designated Safeguarding Officer using one of the following methods:

- Email: emilydance4u@gmail.com
- Phone: 07788969193

REPORTING PROCEDURES

c. Provide Details: When reporting, provide as much detail as possible about the incident or concern. Include dates, times, locations, individuals involved, and any other relevant information.

d. Confidentiality: Your report will be treated with the utmost confidentiality. Information will only be shared with those directly involved in addressing the concern.

e. Documentation: Maintain written records of the incident or concern, including your report, any responses or actions taken, and any follow-up communication.

3. Investigation and Response

a. Assessment: The Safeguarding Officer will assess the concern and determine the appropriate course of action. This may involve gathering additional information and speaking with relevant parties.

b. Action: Depending on the severity and nature of the concern, actions may include providing support to the affected individual, conducting further investigations, implementing preventive measures, and involving appropriate authorities if necessary.

c. Feedback: The Safeguarding Officer will provide feedback to the reporter regarding the actions taken and the resolution of the concern, while respecting confidentiality.

4. Non-Retaliation

Dance4u strictly prohibits retaliation against any individual who reports a concern in good faith. We are committed to creating a safe environment where everyone feels empowered to raise concerns without fear of reprisal.

Reporting concerns is a critical step in upholding our commitment to safeguarding and inclusion. Your vigilance and willingness to report are essential in maintaining the well-being of our community.

Safeguarding reporting form

This form should be used to record safeguarding concerns relating to Children and/or Vulnerable persons.

In an emergency please do not delay in informing the police or social services. All the information must be treated as confidential and reported to the Designated Safeguarding Officer within one working day or the next working day if it's a weekend.

The form should be completed at the time or immediately following disclosure, but after all necessary emergency actions have been taken. Please complete the form as fully as possible.

1 Your details – the person completing the form

Name

Position

Telephone

Email

2 Details of the person affected

Name

Address

Telephone

Email

3 Details of the incident (please describe in detail using only the facts)

4 Other present or potential witnesses

Name			
	Address		
	Telephone number		Email

5 Additional relevant information (please detail anything else that you believe to be helpful or important)

I have completed this form and provided information that is factual and does not contain my own views or opinions on the matter.

Print name

Signature

Date

CONTACT INFORMATION

For inquiries, reporting concerns, or seeking further information regarding our Safeguarding and Inclusion Policy, please contact the appropriate individuals or departments:

Reporting Concerns:

·If you have an immediate safeguarding or inclusion concern, please reach out to our designated Safeguarding Officer:

Name: Emily Ballard

Email: emilydance4u@gmail.com

Phone: 07788969193/ 0404630425

General Inquiries:

For general inquiries or information related to Dance4u's Safeguarding and Inclusion Policy, please contact:

Name: Emily Bollard

Email: emilydance4u@gmail.com

Phone: 07788969193/ 0404630425

Feedback and Suggestions:

We value your feedback and suggestions to continually improve our safeguarding and inclusion efforts. Please share your thoughts with us through:

Email: emilydance4u@gmail.com

Phone: 07788969193

CODE OF CONDUCT

At Dance4u, we firmly believe in fostering an inclusive environment where every individual feels valued, respected, and empowered to participate fully. Our staff and volunteers play a crucial role in upholding these values and ensuring that our dance community remains safe and welcoming for everyone. The following guidelines outline the expectations for inclusive behaviour that we hold for all staff and volunteers:

7.1 Guidelines for Inclusive Behaviour: Expectations for Staff and Volunteers

1. Respect and Dignity:

- Treat every individual with respect and dignity, regardless of their background, identity, or abilities.
- Use inclusive language that is considerate of different perspectives and avoids stereotypes or assumptions.

2. Equal Treatment:

- Ensure that all dancers, participants, and colleagues are treated fairly and without discrimination.
- Provide equal opportunities for engagement, participation, and growth.

3. Empathy and Understanding:

- Cultivate empathy by seeking to understand others' experiences, perspectives, and challenges.
- Listen actively and attentively to others, valuing their contributions and concerns.

4. Create a Welcoming Atmosphere:

- Foster an inclusive atmosphere where everyone feels comfortable expressing themselves and contributing their ideas.
- Actively promote a sense of belonging for all members of our dance community.

CODE OF CONDUCT

5.Addressing Concerns:

- If you witness or become aware of any behaviour that goes against our safeguarding and inclusion principles, promptly report it to the designated Safeguarding Officer.
- Approach concerns with sensitivity and confidentiality, prioritising the well-being of those involved.

6.Promote Diversity:

- Celebrate the diversity within our dance community and actively seek opportunities to include underrepresented voices and perspectives.

7.Accessibility and Accommodation:

- Be aware of the specific needs and accommodations required by individuals with disabilities and assist as needed to ensure their participation.

8.Collaboration:

- Collaborate effectively with colleagues, dancers, parents, and guardians to create a harmonious and supportive dance environment.

9.Professionalism:

- Uphold professionalism in all interactions, respecting personal boundaries and maintaining appropriate conduct.

10.Continuous Learning:

- Engage in ongoing education and training to enhance your understanding of inclusion, diversity, and safeguarding practices.

By adhering to these guidelines, you contribute to Dance4u's commitment to creating a nurturing and inclusive dance community where everyone can flourish and find joy in their movement journey.