

Strawberry Hill Ballet School (SBS)

5) **Changing Area Policy**

Principles

- Respect privacy and dignity; prevent opportunities for harm; ensure appropriate supervision.

Rules

- STAFF AND STUDENTS DO NOT CHANGE TOGETHER. Staff use separate facilities.
- SUPERVISION: Visual supervision at doorways/corridors where feasible; avoid entering changing rooms unless necessary for safety/welfare. Knock/announce before entry.
- SAME-SEX SUPERVISION preferred where feasible for younger groups; adapt based on risk assessment and available staff.
- PARENTS/CARERS may assist their own child only, unless authorised for broader supervision by the Principal.
- CHAPERONES: Not required to be DBS-checked for SBS shows. All chaperones are SIGNED-IN, BRIEFED, and supervised by staff; ratios and roles set out in the event risk assessment.
- PHOTOGRAPHY/RECORDING IS PROHIBITED in changing areas and toilets.
- AGE-APPROPRIATE SPACES: Provide reasonable separation between age groups where possible.
- BEHAVIOUR STANDARDS: No bullying, rough play, or inappropriate language. Concerns are reported to the DSL immediately.
- LOST PROPERTY/LEFT ITEMS: Staff do not handle children's underwear or personal hygiene items unless safeguarding/medical reasons necessitate, in which case two-adult rule where possible and record kept.

Events/Shows at External Venues

- Pre-event RISK ASSESSMENT covers room layout, occupancy, single-direction flow, staffing numbers, toilet proximity, door control, and emergency evacuation.
- Use SIGNED-IN CHAPERONES where required; brief on ratios, access control, and safeguarding expectations.