

Scary Little Girls
**CHILD PROTECTION
DOCUMENT**

CHILD PROTECTION POLICY

The theatre company Scary Little Girls values families, young people and children as being a vital part of the theatre industry and desires to see them educated, entertained, safeguarded and be given guidance in a healthy and safe environment.

Purposes

The purpose of Scary Little Girls working for or alongside young people is to offer children a safe and welcoming environment with fun activities where the children can grow and learn with SLG, at their education establishment or alongside their own family group. Whether this be through activities such as learning, performing, dancing, crafting, or through other authorised independent suppliers and theatre groups working in partnership with Scary Little Girls.

Aims

- To provide activities for children and young people to help them develop from childhood into adulthood with experience of Scary Little Girls and to provide support for them.
- To enable the children to express themselves.
- To assist the children in integrating into the community or wider society through confidence building.
- To help children/young people appreciate the diversity of others and to celebrate themselves by working with Scary Little Girls

Organisation

1. Each child and young person should be formally accompanied by their adult, education leaders or chaperones.
2. We have the contact details of every adult who books tickets through our chosen ticket provider.
3. Adults are unable to gain entry as a lone adult.

Child Protection Representative

The security personnel are appointed as child protection representatives as well as one member of the SLG team. If any worker has any child safety concerns, they should discuss them with a member of security or the appointed SLG team member. She/he will take on the following responsibilities:

- Ensuring that the policy is being put into practice (like sharing docs and receiving signed docs);
- Being the first point of contact for reporting child protection issues;
- Keeping a record of any concerns expressed about child protection issues;

- Bringing any child protection concerns to the notice of the Local Authority if appropriate;
- Ensuring that paid staff and volunteers are given appropriate supervision and brief documents;
- Ensuring that everyone involved with the organisation is aware of the identity of the SLG Child Protection Representative.

The policy will be reviewed on an annual basis to ensure that it is meeting its aims.

Insurance

1. Ensure there are risk assessments to safeguard children and young people at the events, for the work and activities.
2. Ensure that there is adequate insurance for the work and activities.

FOR THE ORGANISERS OF SCARY LITTLE GIRLS (any staff members may also read so you know what practices we have implemented)

- A group of children or young people under eighteen should not be left unattended at any time.
- Avoid adults being alone with an individual child or young person. If there is a need to be alone with a child or young person (e.g. first aid or he/she is distressed) make sure that another worker is with you.
- At no time should a volunteer or worker from any external organisation arrange to meet a young person away from the activity without someone else being there.

Child Safety

1. Make sure that the area you are using for activities is fit for the purpose, e.g. remove furniture, which could cause injury in energetic games.
2. Make sure that all workers and assistants know
 - Where the emergency radio is (answer: front desk info point)
 - Who is responsible for First Aid and how to record accidents or injuries in the incident book
 - What to do in the event of a fire or other emergency
3. There is a fire evacuation briefing
4. Do not let children go home without an adult. Never let a child go with another adult.

New Workers

When recruiting and selecting paid workers and the following steps will be taken:

- Checking of the applicants' identity (passport, driving license, etc);
- Taking up references prior to the person starting work;
- Ensuring DBS if appropriate or Child Policy form is signed onsite;

- **Allowing no unaccompanied access to children even when the above have been completed;**
- On-going supervision of paid workers;
- Ensuring good practice is followed in working with children and young people by providing appropriate training and guidance;
- A nominated child protection representative (Ellie Carter)

What is child protection?

Child protection is the response to the different ways in which a young person's or child's physical, emotional, intellectual and spiritual health are damaged by the actions of another person.

What you should do if a child discloses information you deem as important to you:

1. Listen to the child/young person
2. Look at them directly and do not promise to keep any secrets before you know what they are, but always let the child/young person know if, and why, you are going to tell anyone
3. Look at them directly and do not promise to keep any secrets before you know what they are, but always let the child/young person know if, and why, you are going to tell anyone
4. Take whatever is said to you seriously and help the child/young person to trust his/her own feelings. Take notes of exactly what is said to you avoiding assumptions and conjecture.
5. It is not the role of the worker to investigate any allegations (this would contaminate evidence if a situation went to court). Any disclosure by a child/young person must be reported to the named child protection officer.
6. Speak immediately to the Local Authority or NSPCC for further advice and guidance.

What you should *not* do

1. Project workers/volunteers should not begin investigating the matter themselves.
2. Do not discuss the matter with anyone except the correct people in authority.
3. Do not form your own opinions and decide to do nothing.

Things to say or do:

- 'What you are telling me is very important'
- This is not your fault'
- 'I am sorry that this has happened/is happening'
- 'You were right to tell someone'
- What you are telling me should not be happening to you and I will find out the best way to help you'
- Make notes soon after the event. Try to write down exactly what the young person or child said. Avoid assumptions or conjecture.

Things *not* to say or do:

- Do not ask leading questions – Why? How? What?
- Do not say 'Are you sure?'
- Do not show your own emotions e.g. shock/disbelief
- Do not make false promises

This policy was adopted by Scary Little Girls on 14th January 2019 (reviewed and signed on 13th January 2020)

Signed on behalf of Scary Little Girls by:

Signature.....

Name in Capitals...REBECCA MORDAN

Director of Company: Yes

The policy should be reviewed on:

Date...13th January 2022