



Child Safe Policy

Portland Danz X-tensions

Commitment to child safety

Portland Danz X-tensions (PDX) is committed to promoting a culture of safety, welfare and wellbeing for all the children and young people within the school

All children who come to PDX have a right to feel and be safe. We are committed to the safety and well-being of all children and young people accessing our services and the welfare of the children in our care will always be our first priority. We aim to create a child safe and child friendly environment where all children are valued and feel safe.

Children's participation

PDX encourages and respects the views of all children and young people who access our services. We are committed to listen to and act upon any concerns that children, young people or their families raise with us.

Recruitment practices

PDX takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children.

All teachers employed by PDX are required to have a current Working With Children Check (VIC) that has been verified by the principal.

Code of Conduct

All members are made aware of, and must abide by, our Code of Conduct upon registration. A copy of our code of conduct can be found on our website.

Support for employees and volunteers

PDX seeks to attract and retain the best employees and volunteers. We provide support so people feel valued, respected and fairly treated.

All new employees undergo induction and receive a copy of our child safe policy and code of conduct to sign.

Reporting and responding to suspected child abuse and neglect

PDX will not tolerate incidents of child abuse.

PDX will assure all staff/volunteers that it will fully support and protect anyone, who in good faith reports his or her concern that a colleague is or may be abusing a child/young person.

Any suspicion that a child has been abused by either a member of staff or a volunteer should be reported to the principal teacher who will take such steps as considered necessary to ensure the safety of the child in question and any other child who may be at risk.

Anyone charged with, or under investigation for a serious criminal offence will be asked to remove themselves from our premises until the matter has been dealt with.

We ensure that support is also available for the employee making the report, particularly where an ongoing service is provided to the child, young person and their family.

Strategies to minimise risk

Policies and procedures may address (but are not limited to):

- Taking images of children – Authorisation is given by caregiver to have images taken of their child/ren to be used for school advertising, on our website or social pages only.
- Supervision of children – Children are always supervised in class by the responsible teacher assigned to that class. The studio does not take responsibility for the child outside of the premises this responsibility lies solely with the caregiver.
- Physical contact – Physical contact may be necessary but kept to a minimum and only for the demonstration exercises/skills and for personal correction; or if a member of staff needs to administer first aid.
- Protecting privacy and confidentiality- All information given to the studio is strictly confidential. Information is given to the child's teacher where it is in the best interest of the child.

Harassment and bullying

PDX opposes all forms of harassment and bullying. We take this issue seriously and encourage anyone who believes that they, or another person, has been harassed, or bullied to raise this issue or management.

Child Protection guidelines for employees and volunteers of Portland Danz X-tensions

Caring for children and young people brings additional responsibilities for employees and volunteers of this organisation. All employees and volunteers of this organisation are responsible for promoting the safety and well-being of children and young people by:

- Ensuring the safety and welfare of the child or young person is paramount at all times.
- Treating all children and young people with dignity, equality and respect.
- Adhering to this organisation's child safe policy at all times.
- Listening and responding appropriately to the views and concerns of children and young people within the organisation.
- Taking all reasonable steps to ensure the safety and protection of children and young people within the organisation.
- Ensuring children and young people understand their rights and explaining to the child in age-appropriate language what they can expect when participating in a service, activity or program offered by the organisation.
- Responding quickly, fairly and transparently to any serious complaints made by a child, young person or their parent/guardian.

Employees/volunteers will not:

- Take part in any unnecessary physical contact with a child or young person.
- Discriminate against any child or young person because of age, gender, cultural background, religion, vulnerability or sexuality.