

PARIS PERFORMING ARTS

Policy Statements//

INDEX:

1. Mission Statement

2. Code of Conduct

3. Child Protection

4. Health and Safety

Annex a. Registration form

Annex b. Parental Consent form for use of images of children

Annex c. Accident Report form

Annex d. Child Protection Form

1. Mission Statement

Paris Performing Arts is a community dance company that is open to all. We aim to provide a happy and safe environment in which students can learn performance skills and get the chance to use them in class and on stage, giving them a platform to develop social, physical, and communication skills that will be transferable to all walks of life.

It is our aim that students with Paris Performing Arts will have increased self-confidence, fitness and most importantly have fun and find new friends.

2. Code of Conduct

Paris Performing Arts commitment to Students and Parents.

1. Integrity:

Paris Performing Arts will act in all matters with the utmost integrity allowing students and their families to expect to be treated with honesty, consideration and respect.

2. Competence:

Paris Performing Arts will operate within the limits of the teachers' qualifications, experience and expertise. All classes will be planned to an appropriate level to facilitate the needs of the students providing feedback in a positive and encouraging way to aid development always adhering to the highest possible standards.

3. Professionalism:

Paris Performing Arts will ensure safety is always paramount and the facilities used for practice are adequate to meet the needs of the students. Paris Performing Arts will also strive to give students the maximum opportunity to perform by building relationships with other organisations and assisting students and parents with advice and guidance for those who may wish to follow a career in the arts.

Student and Parents commitment to Paris Performing Arts

1. Respect for Others:

Students and Parents are requested to treat others as they would expect to be treated themselves. Negative comments about others appearance or ability are not welcomed. Positivity and encouragement are, Paris Performing Arts is a happy place for children and all members and their families are requested to invest in that.

2. Commitment:

Paris Performing Arts is a performing school that regularly exhibits its work, to this end every member is a member of a team. Choreography doesn't just happen, it is planned. Absence from class means students catching up when they return resulting in wasted time and slowing down the advancement of the team. Sporadic attendance may result in students being banned from partaking in public performances. Whilst it is appreciated that absence is sometimes unavoidable students and parents are asked to make every effort to attend and if it really is not possible, just make a courtesy call. For performances this is especially important, if you will not be available come the time of a public performance (dates of performances are published well in advance) please inform us as soon as possible. Students can still be part of the class building up to the performance if I know they are not going to be there as we can plan around this, however someone dropping out in the weeks preceding a performance can have a catastrophic effect on the outcome, denting the morale of the team and not fulfilling the full joy potential that the children deserve as a return for their efforts and hard work.

3. Appearance and Bearing:

Paris Performing Arts is a community Performing Arts School and as such there are no barriers to entry. There is no registration fee and uniform is not compulsory. Students however are encouraged to wear appropriate clothing and may not be permitted to participate if clothing is not suitable for that particular class.

4. Safety:

Paris Performing Arts has a Child Protection Policy and Health and Safety Policy and parents are requested to be aware of these policies in the interest of serving the wellbeing of the children. Parents are asked to disclose any medical information, allergies or injuries that students may have on the registration form and to provide any amendments to this information if necessary. Parents are also asked to recognize that as with any physical activity there can be a risk of injury and therefore release Paris Performing Arts and its teachers from any liability.

5. Interruptions:

Parents are requested to drop off and collect their children in a timely manner, firstly for their safety and secondly to minimise disturbances to the class. Parents are also politely asked to recognise that sitting in on class is not permitted. It is appreciated that parents like to see the progress their children are making, however the presence of an adult within the classroom usually has a

debilitating effect on the students, making them more self-conscious and causing a general distraction. Parents will get the opportunity to see their children perform as Paris Performing Arts holds regular demonstrations of work and a yearly Production, this is the arena in which parents are requested to view their Childs progress.

6. Photography and Filming:

Photography and filming by parents or students during class is strictly prohibited. During events Paris Performing Arts may employ a photographer to take still images or video footage which is then made available for Parents and Students as keepsakes. These images may also be used to advertise Paris Performing Arts in differing forms of marketing including appearing on the Paris Performing Arts website www.paris-arts.co.uk. When registering to become a member of Paris Performing Arts a parental consent form for use of images of children will be required to be signed. Parents and spectators at events wishing to photograph or film the event are to be aware of the expectations which are explained in The Child Protection Policy.

3. Child Protection

Paris Performing Arts aims to provide a happy and safe environment where children can learn to dance.

Paris Performing Arts believes children have the right to be safe and secure and free from threat, regardless of gender, ethnicity, disability, sexuality or beliefs.

Paris Performing Arts will act with integrity, treating children with respect, listening to their concerns and acting upon them.

Paris Performing Arts Code of Conduct commitment to Students and Parents will ensure that students will receive professional tuition from a qualified teacher with appropriate facilities following safe practice.

Paris Performing Arts will adhere to the following Rules and Guidelines with regards to Photography and Filming:

1. Images of Children posted on www.paris-arts.co.uk will be identified by their first name only if any name is used at all.
2. To reduce the risk of inappropriate use of images only images deemed suitable will be used.
3. Anyone with any complaints about images posted on the website can speak to the Paris Performing Arts child protection officer and the images will be removed.
4. Anyone concerned about inappropriate use of images can report the matter to the Paris Performing Arts child protection officer and procedures will be followed to report the matter to the appropriate authority.

5. The Expectations for parents or spectators who wish to take photographs or film at an event are to avoid inappropriate or intrusive photography. Any child or parent who has concerns regarding inappropriate or intrusive photography must report their concerns to the Paris Performing Arts child protection officer who will act in the same manner as they would with any other child protection concern.

Any person teaching for Paris Performing Arts will be in receipt of a Criminal Record Bureau (CRB) disclosure.

Paris Performing Arts has procedures in place to help any child who appears to be at risk or appears to be the victim of abuse. We will provide help and support if any child tells us they are affected by these issues.

Paris Performing Arts Principal Jo Paris is specifically responsible for children and child protection. She is the Paris Performing Arts Child Protection Officer and can be contacted on 07545 461194.

Paris Performing Arts has a child protection policy as we are taking the initiative in making our organisation as safe as possible for children. In writing the policy we used STOPCHECK an NSPCC guide for organisations to safeguard children and the procedures we will follow are as laid down within these guidelines.

If it is deemed necessary to contact authorities we will seek advice and guidance from the “Kent County Council Safeguarding Children Board”.

Health and Safety

Ryarsh Parish Council is responsible for the main buildings maintenance, maintenance of safety appliances such as fire extinguishers, electrical safety, maintenance of toilet and kitchen areas, maintenance of heating systems and general cleaning of the facilities.

While the above responsibilities for risk assessments lie with Ryarsh Paris Council, anyone who has concerns about the safety of the building, or is aware of risk is to report it to the Paris Performing Arts Principal who will then inform the relevant authority within Ryarsh Paris Council.

Paris Performing Arts electrical equipment will undergo Portable Appliance Testing (PAT) to conform to its responsibility for electrical safety under the Electricity at Work Regulations 1989 (EAWR).

Fire procedures are prominently displayed within the building and all teachers are aware of what action to take in the event of a fire.

In the case of an accident causing injury, first aid boxes with basic supplies are available, for more serious injuries, dependant on the extent of injury, professional medical assistance will be requested either by calling the emergency services or by escorting the injured individual to a place where they can receive treatment. In all cases parents will be informed, in the case of minor injuries at the end of class, when professional medical assistance is required they will be informed immediately.

All accidents will be recorded and logged in our accident book.

Paris Performing Arts will only allow performances to take place where Risk Assessments have been carried out on the venues by the landlords and the facilities are deemed suitable to engage in performance.

Paris Performing Arts will only use qualified personnel and engage in safe practice.

The Principal of Paris Performing Arts, Jo Paris, has Public Liability Insurance