

Pixie Studios Safeguarding Policy

Safeguarding Policy

Safeguarding is extremely important to us at Pixie Studios. All of our Pixie Studios teachers and assistants hold a current enhanced DBS (CRB). All of our Pixie Studios teachers and assistants are familiar with our Child Protection Policy and Child Protection Procedures.

Child Protection Policy

This policy applies to all Pixie Studios teachers, assistants, volunteers, students or anyone working on behalf of Pixie Studios.

Policy Statement

Pixie Studios believe that during all activity sessions the children have the right to partake and learn in an enjoyable safe and secure environment.

The Pixie Studios *Child Protection Policy* is in place to ensure that we provide the best attempt to protect the children that we possibly can.

The policy is implemented via knowledge passed on to our Pixie Studios teachers. All Pixie Studios staff and volunteers are familiar with this policy and our policy procedures. They have all agreed to comply and maintain up keeping our safeguarding and child protection to a level of high importance.

Responding to suspicions or allegations

It is not the responsibility of anyone working at Pixie Studios in a paid or unpaid capacity to take responsibility or to decide whether or not child abuse has taken place. However, there is a responsibility to act on any concerns through contact with the appropriate authorities. Pixie Studios will assure all staff/volunteers that it will fully support and protect anyone, who in good faith reports his or her concern about a child.

Social Services

If a Pixie Studios employee thinks that a child or young person under the age of 18 years is being abused or neglected, they should and will inform the local office of Social Services Department or the

police. The telephone number of the Hertfordshire Social Services for an adult reporting an incident is 0300 123 4043 and in an emergency call 999 if a child is in immediate danger. You can also talk to a teacher, doctor or health visitor or call your local police station.

If you are a professional worker with information or concerns about a child or young person, you should inform your local Social Services office as above. In addition, you should also confirm your referral in writing as quickly as possible. If you are in doubt about making a referral to Social Services, you should consult the Pixie Studios Principal. If this is not possible or if you need further advice, you should consult with your local Social Services office.

Bullying and Support

We have a zero tolerance response to bullying at Pixie Studios. Both students and parents are expected to treat each other with respect. Negative comments to others are not welcome. At Pixie Studios we will...

- Take all signs of bullying very seriously.
- Encourage all children to speak and share their concerns.
- Help the victim to speak out and tell a Pixie Studios teacher.
- Create an open environment.
- Investigate all allegations and take action to ensure the victim is safe.
- Speak with the victim and the bully/bullies separately.
- Reassure the victim that you can be trusted and will help them, although you cannot promise to tell no one else.
- Keep records of what is said (what happened by whom, when etc.).
- Report any concerns to the Pixie Studios Principal.

Actions towards bullying

Severe cases of unresolved bullying will result in exclusion. Pixie Studios will try to resolve issues and...

- Talk with the bully/ies explain the situation and try to get the bully/ies to understand the consequences of their behaviour.
- Seek an apology to the victim/s.
- Inform the bully's parents.
- Insist on the return of borrowed items and that the bully/ies compensate the victim.
- Provide support for the Pixie Studios teacher of the victim.

- Impose sanctions as necessary.
- Encourage and support the bully/ies to change behaviour.
- Hold meetings with the families to report on progress.
- Inform all appropriate members of the action taken.
- Keep a written record of action taken.

The purpose of this policy

- To protect children and young people who receive Pixie Studios services. This includes the children of adults who use our services;
- To provide staff and volunteers with the overarching principles that guide our approach to child protection; Pixie Studios believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them.

We recognise that:

- The welfare of the child/young person is paramount;
- All children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have the right to equal protection from all types of harm or abuse;
- Working in partnership with children, young people, their parents and carer's is essential in promoting young people's welfare.

We will seek to keep children and young people safe by:

- Valuing them, listening to and respecting them;
- Adopting child protection practices through procedures and a code of conduct for staff and volunteers;
- Providing effective management for staff and volunteers through supervision, support and training;
- Recruiting staff and volunteers safely, ensuring all necessary checks are made;
- Sharing concerns involving parents and children appropriately.

Useful advice services at the NSPCC Child Protection Helpline

Tel: 0808 800 5000, Text phone: 0800 056 0566

We are committed to reviewing our policy and good practice annually. The last time this policy was updated was 10th September 2018.

Children age 2 – 3 (8 children per adult)

Children age 4-6 (10-12 children per adult)

Children age 6-12 (12 children per adult)

Children age 12-15 (20 children per adult)