

SAFEGUARDING CHILDREN POLICY

For

The Arc Agency

Introduction

The Arc Agency is a for-profit organisation run by:

Jenny Longley

This safeguarding children's policy expects every adult working or helping at The Arc Agency to support it and comply with it. Consequently this policy shall apply to all staff, managers, directors, photographers, Volunteers, students or anyone working on behalf or with The Arc Agency.

2. Purpose of the Policy

1, This policy is intended to protect children and young people who receive any service from us, including those who are children of adults who may receive services from us.

2, As an organisation we believe that no child or young person should experience abuse or harm and are committed to the protection of children and young people and this policy is intended to provide guidance and overarching principles to those who represent us as volunteers or staff, to guide our approach to child protection and safeguarding.

3. The risks to children

Nearly every child grows up in a safe and happy environment and it is important not to exaggerate or overestimate the dangers. Nevertheless, there are situations where children need protection including:

- Sexual abuse
- Grooming
- Physical and emotional abuse and neglect
- Domestic violence
- Inappropriate supervision by staff or volunteers
- Bully, cyber bullying, acts of violence and aggression within our schools and campuses
- Victimisation
- Self-harm
- Unsafe environments and activities
- Crime

4. Universality of Protection

We recognise that:

- The welfare of the child is paramount as enshrined in the Children Act 1989

- All children regardless of race, gender, religious belief, disability, age, sexual orientation or identity have a right to equal protection from harm.
- Some children are more vulnerable to harm as a result of their circumstances prior experiences, communication needs or level of dependency.
- Working with children, young people, their parents and/or guardians, carers or other agencies is essential to protecting their wellbeing.

5. Safeguarding children at events/activities/auditions and workplaces

1, There are 3 kind of events/activities/auditions and workplaces:

1.1 those open to adults and children of all ages,

1.2 those for children accompanied by a “parent”,

1.3 those for unaccompanied children, which are sometimes run alongside other events/activities/auditions and workplaces.

2, At events, activities, auditions and workplaces open to all ages, children under 16 must be supervised throughout by an adult over the age of 18 who not only brings the child but also takes the child home afterwards. Young people aged 16 or 17 may attend unaccompanied if the parent/guardian gives written consent and a mobile telephone number of one of their parents/guardians.

3, At events, activities, auditions and workplaces for children accompanied by a “parent” children under 16 must be supervised throughout the event by an adult over the age of 18 who not only brings the child to the event but also takes the child home again afterwards. If a lone adult brings more than one child, then the children will have to stay together, so that the one adult can supervise them. Young people aged 16 or 17 may attend unaccompanied if the parent/guardian gives written consent and a mobile telephone number of one of their parents/guardians.

4, At events, activities, auditions and workplaces for unaccompanied children, children under the age of 16 must be enrolled by a responsible adult before being left with the event leader. The enrolment must record the child’s name, age and address and the names, numbers and address of their parents/guardians.

Young people aged 16-17 may attend unaccompanied if the parent/guardian gives written consent and a mobile phone number of their parents/guardians.

5, All events, activities, auditions and workplaces are to be defined broadly to include any occasions where The Arc Talent Agency will be providing a service.

- We will seek to keep young children safe by:
- Valuing them, listening to and respecting them
- Appointing a designated safeguarding officer (DSO) for children and young people.

6, Disclosure and barring

1, Arc Agency offers the following for their clients
Headshot sessions

Arranging auditions
Monologue classes
Self tape filming
Show-reel help (filming and direction)

2, Some of our activities therefore require adult participants or adult leaders to undergo DBS and/or police checks under the Safeguarding Vulnerable Groups Act 2006. The required level of checking (if any) will broadly reflect the degree and frequency of unsupervised access given to other people's children.

3, The Team will take very seriously any allegation of impropriety on the part of any member of The Arc Talent Agency. A member of The Arc Agency who discovers anything amiss should get in touch immediately with the following:

Jenny Longley

4, The team will review the allegations and the likely risk to children and, if appropriate, will consider banning the member from future events, but only in full accordance with the rules and procedures of The Arc Agency.

7. Health and safety aspects of safeguarding children

Sufficient adults must be present at any event for unaccompanied children to enable one adult to deal with any emergency while another adult supervises the children not directly affected by the emergency.

8. Policy on the prevention of bullying

We will not tolerate the bullying of children either by adults or other children. If any incident of child-on-child bullying should arise at a The Arc Agency event, those involved will be separated immediately and the parents of the children involved will be asked to deal with the matter. The team will review all incidents of child-on-child bullying and assess the likely future risk to children. If appropriate, the team will consider banning a child from future events and reassess their position within the agency. But only in full accordance with the rules and procedures of The Arc Agency. Allegations of adults bullying children will be dealt with under paragraph 6.3 above.

This policy has been drawn up in accordance with the following:

- Children Act 1989
- United Convention of the child 1991
- General Data Protection Act 2018
- Human Rights Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Children and Families Act 2014

- Special Educational needs and disability (*SEND*) code of practice - guidance on the special educational needs and disability (*SEND*) system for children and young people aged 0 to 25, from 1st September 2004
- Information sharing: advice for practitioners providing safeguarding services
- Working together to safeguard children (2017)

Safeguarding Officer: Jenny Longley

