



Child Protection Policy

Untold Theatre acknowledges our duty to safeguard and promote the welfare of young people. We are committed to ensuring that our safeguarding practices reflect statutory responsibilities and comply with government guidance.

This Child Protection Policy outlines the safeguarding practices that will be followed by all members of Untold Theatre. It aims to ensure that regardless of age, gender, religious beliefs, ethnicity, disability, sexual orientation or socio-economic background, all children

- are treated fairly and with respect during their participation in any activity facilitated by Untold Theatre
- are protected from abuse during the course of these activities

We accept the responsibility to take reasonable and appropriate steps to ensure these aims are met. These steps include, but are not limited to, the following:

- Ensuring all employees and volunteers within the organisation understand their roles and responsibilities with regard to the safeguarding of young people
- Ensuring all employees and volunteers are provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns
- Ensuring all employees and volunteers hold full and valid DBS checks and are appropriately vetted during any interviews prior to employment
- Taking immediate action where it is necessary and justified, including
 - Alerting a member of staff at the school or performance venue
 - Alerting a qualified first aider at the school or performance venue
 - Dialing 999 if emergency attention is required
- Promptly and discreetly raising concerns about suspected signs of abuse with the school's counselor or another appropriate teacher/member of staff. This could include signs of
 - Physical Abuse
 - Emotional Abuse
 - Sexual Abuse
 - Neglect
- Discussing concerns about suspected signs of abuse with a parent/guardian, should they be present at the event/activity, except in cases where

- sexual abuse is suspected
- organised or multiple abuse is suspected
- fictitious illness by proxy (Munchausen Syndrome by proxy) is suspected
- where contacting a parent/guardian would place a child, yourself or others at immediate risk
- Recognising that a child may share information about abuse or neglect with our employees or volunteers, and responding appropriately should this occur. This includes
 - Listening carefully. Giving the young person time and attention
 - Never directly questioning the child, allowing them to give a spontaneous account
 - Making an accurate record of the information given - including the timing, setting and people present, the child's presentation as well as what was said
 - Explaining that you cannot promise not to speak to others about the information they have shared.
 - Reassuring the child that you are glad they have told you, they have not done anything wrong and explaining you are going to do next.
 - Explaining that you will need to get help to keep the child safe.
 - Do NOT ask the child to repeat his or her account of events to anyone.
 - Promptly and discreetly relaying the shared information to the appropriate authority - usually a teacher or other appropriate member of staff.
- Maintaining professional confidentiality when dealing with reports and referrals of abuse or neglect
- Ensuring that all reports of abuse or neglect are accurate and safely stored

This policy and its procedures will be widely promoted and mandatory for everybody involved with Untold Theatre. The policy will be regularly reviewed by management, and following any changes to government legislation.