

Online Safeguarding & Behaviour Code

Safeguarding statement:

- We believe everyone has a responsibility to safeguard and protect children (anyone under 18)
- We will take all necessary steps to ensure children are safe at all times and we will encourage the prevention of child abuse through following safe working practices and adhering to published rules and guidelines in Keeping Children Safe in Education (2021).

Rationale:

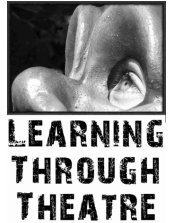
- The online behaviour code aims to help us protect children and young people from abuse and reduce the possibility of unfounded allegations being made.
- The code is also intended to make sure everyone has the opportunity to participate safely and without abuse.

Duty of Care:

Cheryl Stapleton, operating as Learning Through Theatre, is acting in a position of authority and has a duty of care towards the children and young people we work with. We commit to having a good awareness of issues to do with safeguarding and child protection and will take prompt action when appropriate. Cheryl has had an enhanced DBS check, has undertaken Prevent Duty training, FGM training and is safeguarding and child protection training. She recently retired as a safeguarding school governor and so fully understands her responsibilities and her duty of care.

Safeguarding:

- Where children (under 18) are involved, the meeting leader will ask for an appropriate adult to acknowledge their presence (verbally or visually) at the start of the session, at each remote location for each child.
- This appropriate adult does not have to be in the same room throughout but should be within sight / hearing for each child at each remote location for the purpose of safeguarding all participants and the meeting leader. Confirmation of this will also be asked for at the start of the meeting.
- Where possible, the teacher who invited the children to the live meeting should be present throughout (audio and video can be disabled for this).
- Children should only be contacted and invited to the live meeting by their teacher or parent/carer. Learning Through Theatre will at no point contact children, nor hold any personal data about them.
- The meeting leader will not share personal contact details, including personal social media details.
- First names will be used (exception for teachers joining the session) to aid communication, but no further personal information will be shared.
- The meeting leader will record the meeting so that if any issues were to arise, the video can be reviewed.
- In an emergency situation, the responsible adult should take immediate responsibility for the situation for their child, but if, for any reason, this adult cannot or will not do this, the teacher of that child must contact the school designated safeguarding lead and follow child protection procedures for their school/institution.
- If the meeting leader feels that a child is in immediate danger, the emergency services will be called.



Behaviour Code

By taking part in this online meeting, we ask that you agree to abide by this Behaviour Code.

Learning Through Theatre is responsible for making sure everyone taking part in our services has seen, understood and agreed to follow the code of behaviour, and that they understand the consequences of inappropriate behaviour.

'We' refers to all those taking part in an online meeting and where the participant is a child (under 18) the 'we' includes the person with parental responsibility for the child – this may be the teacher acting in loco parentis if the teacher is inviting a pupil to the meeting. It is advised that the teacher should be present at the meeting too (audio and video can be disabled for this). All participants under the age of 18 must inform a parent/guardian that they will be taking part in a virtual lesson with video and audio (with the option to disable these).

Expected Behaviour

At the start of any live meeting/class, the meeting leader will verbally set appropriate boundaries in terms of behaviour and language and over familiarity with participants will be avoided.

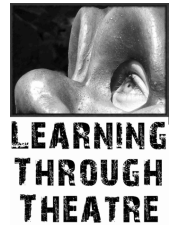
Some preparation may be needed before the meeting so that the following can be adhered to:

- Participants have the choice to join the meeting with audio only or with video as well.
- All participants must wear suitable clothing, as should anyone else in the household who may be in the room at any point during the meeting.
- Devices used should be set up in an appropriate area where the participant can sit comfortably without distraction from others in the space near them. The background should be considered - a plain wall or a neutral virtual background is preferable. Where this is not possible, no personal information or private images should be visible. If this cannot be achieved, and the meeting leader deems the environment to be inappropriate or potentially distracting to the participant or other participants, they may be asked to turn their video off.
- Language must be professional and appropriate at all times, including any family members in the background.
- Participants should refrain from using other devices that are additional to the one they are using to connect to the meeting.

Our Joint Responsibility

We commit to:

- prioritising the welfare of children and young people at all times
- providing a safe online environment for children and young people
- ensuring equipment is used safely and for its intended purpose
- staying within the law at all times
- modelling good behaviour for all to follow
- challenging all unacceptable behaviour and reporting any breaches of the behaviour code to the designated safeguarding lead at their school/institution
- reporting all concerns about abusive behaviour to the designated safeguarding lead at their school/institution



Our Rights

We will:

- treat each other fairly and without prejudice or discrimination
- understand that we are all individuals with individual needs
- respect differences in gender, sexual orientation, culture, race, ethnicity, disability, neurodiversity and religious belief systems, and appreciate that all participants bring something valuable and different to the session
- challenge discrimination and prejudice
- encourage everyone to speak out about attitudes or behaviour that makes them uncomfortable.

We have the right to turn our video off and move to audio interaction only

Relationships

We will:

- promote relationships that are based on openness, honesty, trust and respect
- avoid favouritism
- be patient with others
- exercise caution when discussing sensitive issues

Respect

We will:

- listen to and respect each other at all times
- value and take everyone's contributions seriously, actively involving them in activities wherever possible
- respect everyone's right to personal privacy as far as possible
 - *if a teacher or the meeting leader need to break confidentiality in order to follow child protection procedures, it is important that this is explained to the child or young person at the earliest opportunity.*

Unacceptable behaviour

We will NOT:

- allow concerns or allegations to go unreported
- take unnecessary risks
- smoke, consume alcohol or use illegal substances
- make inappropriate promises to children and young people
- engage in behaviour that is in any way abusive
- act in a way that can be perceived as threatening or intrusive
- patronise or belittle others
- make sarcastic, insensitive, derogatory or sexually suggestive comments or gestures

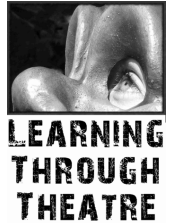
In addition to this, the meeting leader will not:

- develop inappropriate relationships with children and young people
- let children and young people have personal contact details (mobile number, email or postal address) or have contact via a personal social media account

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Cheryl Stapleton is a sole trader trading as Learning Through Theatre



Upholding this code of behaviour

By verbal agreement at the start of the live virtual meeting, we agree to follow this code of behaviour. Anyone who is deemed to have behaved inappropriately will be subject to disciplinary procedures. Depending on the seriousness of the situation, you may be asked to leave the meeting. We may also make a report to statutory agencies such as the police and/or the local authority child protection services.

Nominated Safeguarding Lead: Cheryl Stapleton, Artistic Director

Contact: info@learningthroughtheatre.co.uk

Reviewed: May 17th 2022

Signed:

A handwritten signature in blue ink that reads "Cheryl Stapleton". The signature is written in a cursive style with a large, stylized initial 'C'.