



Canberra Dance Theatre Child Protection Policy

1. Introduction

Canberra Dance Theatre is deeply committed to the well being and safety of children who participate in all offered classes. While most classes are aimed at adults, there are classes run by CDT which are specifically for children. In general these classes either involve parent participation and/or multiple teachers. The policy below is aimed at protecting the children in these classes.

We will make this policy available to anyone who asks for it.

2. Police Check

Teachers who could be alone with children will be required to sign permission for a police check to be done. The CDT Board then has the discretion to run a check for new teachers or assistants.

Re classes for students with special needs:

3. Communication

- A 'welcome note for parents' is to be provided to parents/carers when their child first attends CDT, which communicates CDT's policy/procedures for protecting children.
- Two phone numbers for contacting parents as well as email addresses will be sought and recorded in the CDT class roll when a student first attends the class.
- Email will be used to notify parents in the case of long weekend or unexpected class cancellation.
- Parents are asked to inform CDT of any change to contact details during the year.
- Students will not be expected to pass on messages to parents/carers.

4. Safety and Security Relating to Students' Arrival and Departure

- For classes involving children under 13 or where otherwise indicated, the parent/carer should remain at CDT if feasible.
- Teachers will encourage students to remain in the foyer with the teacher after class until collected in person by their parent/carer. Parents/carers are to say goodbye to the teacher before leaving so it can be ascertained the student is departing safely.
- When students arrive for class, the parent/carer is to personally notify the teacher if a different person is collecting the student after class. If the teacher is not sure who a child is leaving with, contact with the relevant parent/carer is to be made using the phone numbers in the class roll.

5. How to contact us

If you wish to complain to us about child protection issues, or have suggestions for improving our services please contact Company Manager (see footer for details).