



SAFEGUARDING POLICY

INTRODUCTION

The welfare and safety of the children who attend our clubs is our paramount concern. We will promote the health, well-being and safety of the pupils in all we do. Our children have the right to protection, regardless of age, gender, race, culture or disability. They have a right to be safe in our clubs. Boundless understands the responsibilities set out under section 175 of the 2002 Education Act to work together in partnership with other agencies to help children grow up in a healthy and safe environment.

DEFINITION OF SAFEGUARDING

All our Practitioners who work with children have a duty to promote their welfare and keep them safe. The Children Act sets out these responsibilities as the requirement to keep children free from maltreatment, to prevent the impairment of children's health and development, and to ensure that children grow up in circumstances consistent with the provision of safe and effective care.

AIMS AND OBJECTIVES

The aims and objectives of this policy are to ensure that all our staff promote an environment where children can learn in safe, caring, stimulating and positive surroundings, and where their social physical and moral development is our highest priority. All pupils will know they are valued and their concerns will be taken seriously and addressed by the adults who care for them.

In promoting the health and well-being of pupils we aim to help children to become confident, responsible, trustworthy and resilient. In our school, we respect our children. The atmosphere within our company is one that encourages all children to do their best. We provide opportunities that enable the children to take and make decisions for themselves. We will promote the emotional intelligence of our pupils so that they are aware of their own emotions and the effect their actions has on others.

This policy sets out the roles and responsibilities of all adults who work or support our company and in so doing provides guidance on how we will make sure our company is a safe and caring place for all our pupils.

We will ensure that this company works effectively with a wide range of agencies involved in the promotion of the health, wellbeing and safety of children.

This policy will outline the procedures we expect to happen if an incident of concern is identified with any child in our care. It will also set out how adults record and communicate concerns and how we will monitor incidents if and when they occur.

STAFF RESPONSIBILITIES

It is the responsibility of the Founder, Lee Harvey Robinson, to ensure all of the following:

- * All staff are aware who is the Safeguarding Officer at their place of work.
- * That sufficient resources and time are allocated for staff to carry out their responsibilities effectively.



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* That all staff are able to voice their concerns if they feel that a child is vulnerable, or that there are any particular practices that are unsafe.

* That all staff write by hand any concerns they may have regarding a child and pass this onto the Safeguarding Officer.

There is a named person designated as the Safeguarding Officer in each school Boundless visits. It is the schools' responsibility to inform any new/covering teachers who their Safeguarding Officer is. With this in mind the following should be adhered to:

* In accordance with the Children Act, the welfare of the child is always paramount.

* Confidentiality should be respected as far as possible.

* A key role of the Safeguarding Officer is to be fully conversant with the procedures of the Area Child Protection Committee (ACPC), and to ensure that the school takes action to support any child who may be at risk. The Safeguarding Officer must also make sure that all staff, both teaching and non-teaching, are aware of their responsibilities in relation to child protection. The Safeguarding Officer will work closely with Children's Services, as well as the ACPC, when investigating any allegations of abuse. All parties involved will handle such investigations in a sensitive manner, remembering all the time that the interests of the child are of paramount importance.

All staff have a responsibility to report to the Safeguarding Officer or Nominated Children Adviser any concern they have about the safety of any child in their care.

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Any action taken by Lee Harvey Robinson (Boundless Nominated Children's Adviser) or the visiting centers Safeguarding Officer when dealing with an issue of child protection must be in accordance with the procedures outlined in the Local Authorities Child Protection guidelines.

All Practitioners in Boundless share responsibility for keeping the children safe. We may on occasion report concerns that, on investigation, prove unfounded.

We will maintain accurate written records of all matters of concern.

If Practitioner's suspect that a child in their class may be a victim of abuse, they should not try to investigate, but should immediately inform the schools nominated Safeguarding Officer about their concerns. Abuse can be of a physical, sexual or emotional nature. It can also be the result of neglect. Practitioners must not keep any information to themselves about safeguarding which a child gives them; they are required by law to pass this information on by written hand to the nominated Safeguarding Officer.

If a child alleges abuse, the Practitioner will first and foremost inform the designated Safeguarding Officer at the education centre. However, in some circumstances parents and carers will be informed first.

Boundless shall let the nominated Safeguarding Officer at the school follow up any issues.

PHYSICAL RESTRAINT

There may be times when Practitioners, in the course of their duties, have to intervene physically in order to restrain children and prevent them from coming to harm. Such intervention will always be the minimum necessary to resolve the situation. We follow the guidance given in the DCSF circular 10/98 on The Use of Force to Control or Restrain Pupils. Lee Harvey Robinson will require the Practitioner(s) involved in any such incident to report the matter to him immediately, and to record it in the Interventions Book.



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MENTAL HEALTH

It is the responsibility of all staff to be aware that mental health can affect anyone, particularly after such an extreme case as Covid-19. Any concerns that practitioners may have should be raised in the usual way.

TEACHING AND LEARNING

We will teach in such a way as to encourage pupils to be able to voice their opinions and develop their own self-confidence. We aim to build strong and caring relationships with all our pupils. In so doing we hope to provide our pupils with the skills necessary to be able to bring to the attention of any adult working in the company any matters of concern they may have. We will always take seriously any safeguarding issues drawn to our attention by any pupil.

Boundless will make sure that all Practitioners are trained to the best of their ability and all activities are carried out safely. Whenever appropriate risk assessments will be done before activities go ahead.

Practitioner's will make sure pupils are given clear safety instructions whenever they are engaged in activities that have potential risks,

CONFIDENTIALITY

Boundless regards all information relating to individual child protection issues as confidential, and we treat it accordingly. We pass information on to appropriate persons only.

The files we keep on children are open to those children's parents or carers. Information from third parties will not be disclosed without their prior consent. Access to these files may be withheld in certain prescribed cases where there are instances of actual or alleged abuse. These guidelines of ours are in line with the safeguards on disclosure of information set out in the Education (School Records) Regulations 1989.

STAFF RECRUITMENT AND CONTINUAL PROFESSIONAL DEVELOPMENT

The person chosen as lead for safeguarding matters needs to have regular training and development opportunities so their skill and competence level remains high. They must also attend multi-agency training so that our company maintains effective working relationships with all other agencies.

All Practitioners of Boundless receive regular training to raise their awareness of safeguarding issues, and to improve their knowledge of safeguarding procedures that have been agreed by their chosen school. The maximum period of time before refresher training must take place is three years.

Boundless will do all we can to ensure that all those working with children in our classes are suitable to do so. This involves scrutinizing applicants, verifying their identity and obtaining references, as well as the mandatory checks from The Independent Safeguarding Authority (ISA) Children's Barred list and CRB checks.

ALLEGATIONS AGAINST OUR STAFF

If an allegation is made against a member of the Boundless Team (or a volunteer helper) it will always be investigated by Lee Harvey Robinson. In the case of the allegation being against Lee Harvey Robinson, the investigation will be carried out by the Head Teacher or equivalent of the education centre. If it is felt, after these initial investigations, that a further enquiry is needed, then the staff member of Boundless will be suspended. Suspension is a neutral act,



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and in no way implies that the person is guilty of any wrongdoing. However, it is acknowledged that this would be distressing for the person concerned, and the company will do all it can to balance the interests of any individual with that of the need to keep children safe. The company will seek advice on these matters, and comply with national and locally agreed guidance.

THE LEADERSHIP AND MANAGEMENT OF SAFEGUARDING

All members of staff have a part to play in ensuring that our pupils are safe and that their wellbeing is supported. The responsibility for safeguarding issues within Boundless classes lies with Lee Harvey Robinson. The overall responsibility for Safeguarding issues is with the educational centre's Head Teacher or equivalent; although this may be delegated to the Safeguarding Officer at the educational centre.

The Safeguarding Officer will have responsibility for maintaining accurate records of all incidents and liaising with external agencies and ensure that Boundless Dance staff are kept up to date with all relevant Safeguarding policy matters.

Lee Harvey Robinson (or anyone acting on his behalf) will retain responsibility for all matters of staff recruitment and related safeguarding issues such as the appropriate DBS checks and reference documentation is obtained when employing staff.

This policy is reviewed annually by Lee Harvey Robinson in accordance with the regulations of the Local Authorities Child Safeguarding policies.

(Last reviewed September 2025).

SIGNED: _____ **(Boundless Practitioner)**

DATE: _____

SIGNED: _____ **(Founder of Boundless)**

DATE: _____

SCHOOL: _____

SIGNED: _____ **(School Officer)**

DATE: _____