

Brighton Dance Academy – Child Safety & Wellbeing Policy

(Public-facing | Aligned with the Victorian Child Safe Standards)

Aboriginal Cultural Safety Acknowledgement

Brighton Dance Academy acknowledges Aboriginal and Torres Strait Islander peoples as the First Nations peoples of Australia and recognises their ongoing connection to land, culture and community.

Brighton Dance Academy is committed to providing a culturally safe and inclusive environment where Aboriginal and Torres Strait Islander children and young people feel respected, valued and supported. We recognise the importance of listening to and respecting each child's identity, culture and experiences, and we take active steps to ensure our practices promote safety, inclusion and belonging for all children.

1. Purpose

Brighton Dance Academy (BDA) is committed to providing a child safe environment where children and young people are safe, feel safe, and are protected from harm.

This policy outlines Brighton Dance Academy's commitment to child safety and wellbeing and demonstrates compliance with the **Victorian Child Safe Standards**. It provides a clear framework for how child safety is embedded in the Academy's culture, policies and practices.

2. Scope

This policy applies to:

- All employees, contractors, volunteers, casual staff and guest teachers
- All students enrolled at Brighton Dance Academy
- Parents, guardians and carers
- All Brighton Dance Academy activities, including classes, rehearsals, private lessons, performances, competitions, events and online environments

3. Commitment to Child Safety (Standard 1)

Brighton Dance Academy has **zero tolerance for child abuse**.

The safety and wellbeing of children and young people is the **primary consideration** in all decision-making, planning and operations. Brighton Dance Academy is committed to:

- Acting in the best interests of children at all times
- Creating a culture where child safety is understood, valued and prioritised
- Taking a **preventative, proactive and participatory approach** to child safety
- Responding promptly and appropriately to any child safety concerns

Child safety responsibilities are shared across the entire Brighton Dance Academy community.

4. Child Participation & Empowerment (Standards 2 & 3)

Brighton Dance Academy recognises that children and young people have the right to:

- Feel safe
- Be listened to
- Have their concerns taken seriously
- Participate in decisions that affect their safety and wellbeing

Brighton Dance Academy:

- Encourages students to speak up if they feel unsafe, uncomfortable or worried
- Ensures students know who they can talk to if they have concerns, including a trusted teacher, staff member, or their parent/guardian
- Responds respectfully, sensitively and appropriately to concerns raised by children
- Supports a culture of openness where concerns can be raised without fear
- Takes reasonable steps to ensure children's views are considered in matters that affect their safety and wellbeing

Children will not be punished, disadvantaged or treated unfairly for raising concerns in good faith.

5. Equity, Diversity & Inclusion (Standards 4 & 5)

Brighton Dance Academy is committed to creating an inclusive environment where all children are treated with dignity and respect.

Particular attention is given to the **cultural safety, participation and empowerment** of:

- Aboriginal and Torres Strait Islander children
- Children from culturally and linguistically diverse backgrounds
- Children with a disability

Discrimination, bullying, harassment or exclusion of any kind is not tolerated.

6. Codes of Conduct & Behaviour Expectations (Standard 6)

Brighton Dance Academy has clear Codes of Conduct that outline expected standards of behaviour for:

- Staff and contractors
- Students
- Parents and guardians

These Codes of Conduct:

- Establish professional boundaries
- Outline acceptable and unacceptable behaviour
- Support safe and respectful interactions
- Apply across all Brighton Dance Academy activities and environments

Breaches of Codes of Conduct are taken seriously and managed appropriately.

7. Recruitment, Training & Supervision (Standard 7)

Brighton Dance Academy is committed to ensuring that only suitable people work with children.

When hiring or engaging staff and volunteers, Brighton Dance Academy will ensure that:

- All personnel, including **employees, volunteers and guest teachers**, hold a **current Working With Children Check (WWCC)** linked to Brighton Dance Academy
- A minimum of **two reference checks** are completed for all **regular staff** (those teaching or working on a weekly basis), including **at least one professional reference** where previous work experience exists
- **Assistant teachers** are exempt from reference check requirements and will always work under the supervision of regular staff
- All regular staff hold, or are supported to obtain **as soon as practicable**, valid and current **Provide First Aid and Provide CPR certifications**
- Assistant teachers are exempt from First Aid and CPR certification requirements and will always be supported by appropriately qualified staff
- All staff receive child safety induction, training and ongoing supervision appropriate to their role

8. Child Safety Reporting & Documentation (Standards 8 & 9)

Brighton Dance Academy has clear procedures for reporting and responding to child safety concerns, disclosures and incidents.

- All child safety concerns and incidents **must be documented in writing**
- Verbal conversations may occur to support immediate safety or clarification; however, **written documentation is mandatory**
- Reporting pathways and documentation requirements are outlined in the **Brighton Dance Academy Child Safety Reporting & Response Procedures**

If a child is in immediate danger, emergency services must be contacted.

9. Risk Management (Standard 9)

Brighton Dance Academy identifies and manages risks to child safety across all physical and online environments.

This includes risks associated with:

- Classes and rehearsals
- One-on-one or private lessons
- Physical corrections and spotting
- Performances, competitions and events
- Online communication and digital platforms

Child safety risks are documented, monitored and reviewed regularly.

10. Information Sharing & Privacy (Standard 10)

Brighton Dance Academy collects, stores and shares information in accordance with privacy laws and child safety obligations.

Information is:

- Handled sensitively and confidentially
- Shared only on a need-to-know basis
- Shared lawfully where required to protect a child's safety or wellbeing

11. Continuous Improvement (Standard 11)

Brighton Dance Academy is committed to continuous improvement of child safety practices.

This includes:

- Regular review of child safety policies and procedures
- Ongoing staff training and induction
- Encouraging feedback from children, families and staff
- Using incidents and complaints to inform improvements

12. Related Documents

This policy should be read in conjunction with:

- Statement of Commitment to Child Safety
- Staff Code of Conduct
- Student & Parent Code of Conduct
- Child Safety Reporting & Response Procedures
- Incident & Complaint Handling Procedure