

TARA-JAYNE DANCE ACADEMY



CHILD SAFE POLICY 2027

VERSION 1.0

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POLICY APPROVED: JULY 2026
LAST REVIEWED:
NEXT REVIEW: JULY 2027

Our Commitment to Child Safety

Tara-Jayne Dance Academy is committed to complying with the Victorian Child Safe Standards and creating an environment where children are safe, respected and empowered.

Our dance studio is committed to providing a welcoming, inclusive and child-safe environment where every child feels respected, valued and supported. We have zero tolerance for child abuse, neglect, grooming or any behaviour that places a child at risk.

Every child has the right to feel safe while participating in dance.

We are committed to protecting children from physical, emotional, psychological, sexual and cultural harm, and to creating an environment where children can thrive.

We will:

- Place the best interests of every child first
- Foster a culture of safety, inclusion and respect
- Listen to children and encourage them to express their views
- Take all concerns and allegations seriously
- Respond promptly to child safety concerns
- Meet all legal obligations relating to child safety and mandatory reporting
- Continuously review and improve our child-safe practices

Staff & Volunteer Responsibilities

Every member of our studio community shares responsibility for keeping children safe.

- Teachers, assistants, volunteers and contractors are expected to:
- Treat every child with dignity and respect
- Maintain professional boundaries
- Model appropriate behaviour
- Report any concerns regarding child safety immediately
- Follow all studio child safety policies and procedures
- Participate in child safety training where required

Recruitment & Screenings

To help keep children safe, our studio implements appropriate recruitment and screening processes.

Where required by law, relevant staff and volunteers will:

- Hold and maintain a current Working with Children Check (where legally required).
- Participate in reference checks
- Agree to our Code of Conduct
- Complete child safety induction and ongoing training

Code of Conduct

All adults at the studio are expected to:

- Be positive role models
- Use respectful language
- Treat every child fairly
- Respect children's personal space and privacy
- Use appropriate physical contact only where necessary for teaching and with the child's understanding
- Never engage in behaviour that humiliates, intimidates or frightens a child
- Never communicate with students through private or secretive online messaging
- Studio communication occurs through parents wherever possible

Empowering Children

Children are encouraged to:

- Speak up if something makes them uncomfortable
- Ask questions
- Share concerns with trusted adults
- Participate in decisions that affect them
- Respect themselves and others
- We aim to build children's confidence so they know their voices matter

We welcome children of all abilities, cultures, religions, genders, sexual orientations and backgrounds. We are committed to ensuring every child feels safe, included and respected.

Identifying and Responding to Concerns

If a child discloses abuse or a concern is raised, our studio will:

- Listen calmly and respectfully
- Believe the child
- Record the information accurately
- Follow reporting obligations - where required by law, the studio will report concerns to the appropriate authorities, including Victoria Police or Child Protection.
- Maintain confidentiality where appropriate
- Take immediate action where a child's safety is at risk

Concerns may be reported by:

- Students
- Parents or carers
- Staff
- Volunteers
- Visitors

All reports are taken seriously.

Physical Contact During Dance Class

Dance instruction occasionally requires limited physical guidance to demonstrate technique or assist with safe alignment.

Teachers will:

- Explain why physical guidance is needed
- Ask permission whenever appropriate
- Respect a child's right to decline where possible
- Use the least amount of physical contact necessary
- Ensure contact is professional and appropriate

Photography & Social Media

Photographs and videos may only be taken in accordance with studio policies.

Images will never be used in a way that compromises a child's dignity or safety.

Parents are asked to respect the privacy of all students when sharing photos online.

Complaints & Reporting

Anyone with concerns regarding child safety is encouraged to speak with studio management immediately.

All complaints will be:

- Taken seriously
- Handled respectfully
- Investigated appropriately
- Managed confidentially where possible
- Addressed promptly

No person will be disadvantaged for raising a genuine concern.

Concerns, complaints or reports regarding child safety can be directed to: our Child Safety Officer:

Tara-Jayne Murray (Studio Director)

Email: tjdanceacademy@gmail.com

Phone: 0431 360 537

Continuous Improvement

Child safety is an ongoing commitment.

Our policies, procedures and practices are regularly reviewed to ensure they remain effective, current and consistent with legal requirements and best practice.

We are committed to continuously improving our child-safe culture.