



## **TERMS AND CONDITIONS**

### **Building a Safe Environment**

The purpose of Playful Doses Drama children's programme is to offer the children a safe and welcoming environment with fun activities where the children can grow and learn, whether this be through Playful Doses Drama activities or through other independent groups working in partnership with Playful Doses Drama.

### **Aims**

- To provide activities for children to help nurture their confidence and wellbeing, helping to positively impact their academic, physical, emotional and social development.
- To enable the children to creatively express themselves.
- To assist the children in integrating into the community through developing language skills, increasing their ability to expand their social skills.
- To help children appreciate the diversity and inclusion of all.

Playful Doses Drama will always aim to create a safe, inclusive environment for families where no individual or groups face discrimination or harassment. Anyone exhibiting or expressing violence, threatening behaviour or verbal/physical abuse towards others in the session will be asked to leave the session and the building. The police will be contacted if appropriate and necessary.

## **Safeguarding and Child Protection**

Safeguarding is everyone's responsibility. All adults should be alert to any concerns about the safety and welfare of a child in the home environment and elsewhere.

Should you have any concerns about a child partaking in a Playful Doses Drama session please share your concerns with the designated safeguarding lead, Leia Licorish.

Your concerns about the child and the nature of the concerns will be recorded (in written form) and shared with Wandsworth's local authority designated officer (LADO).

In the instance of a child making a disclosure to either or both the facilitators, the disclosure will be recorded (in written form) and shared with Wandsworth's local authority designated officer (LADO).

If your safeguarding concern is regarding the session facilitator(s) you can inform:

### **Wandsworth:**

Wandsworth Multi-Agency Safeguarding Hub (MASH)

Telephone: 020 8871 662

Email: [mash@wandsworth.gov.uk](mailto:mash@wandsworth.gov.uk)

### **Westminster:**

Westminster LADO

Telephone: 020 7641 7668 (ask for the Duty Child Protection Advisor)

Email: [lodo@westminster.gov.uk](mailto:lado@westminster.gov.uk)

Westminster Access to Children's Services

Telephone: 020 7641 4000

Out of hours: 020 7641 2388

Both facilitators have an enhanced DBS (Disclosure and Barring Service) certificate.

## **Supporting Behaviour – Children and Adults**

Playful Doses Drama values children as being a vital part of the organisation and desires to see them grow, mature and be challenged in

a healthy and safe environment. We also value parents and their wellbeing.

The Playful Doses Drama facilitators adopt an approach to behaviour that involves attuning to the child's needs and responding accordingly to what their behaviour may be communicating to us.

We recognise that parents/carers may have a different approach to managing their children's behaviour compared to others. We ask for patience and respect to be given if you encounter such differences. However, we do expect parents/carers to:

- Avoid shouting or smacking
- Speak in a respectful way to the children, and other adults
- Respect the shared space
- To supervise their child(ren) at all times
- Keep hot drinks away from children

### **Biting, scratching, hitting or other aggressive behaviour**

While we endeavour to meet children's needs to ensure they can participate as fully as possible in our sessions, we do also need to take into account the safety of all children during our session.

If all attempts to diffuse the aggressive behaviour fails, we will have to, regrettably, ask the parent/carer to remove their child from the session.

### **Managing aggressive behaviours**

If a child exhibits aggressive behaviour, we expect the parent/carer to:

- Get down to their child's level
- Calmly, but firmly, tell their child to stop. If their child is under 5 years old and they are highly distressed the parent/carer can pick them up and take them to a quiet corner of the room. Once they have calmed down the parent/carer can then address their child's behaviour
- Empathise with the child's feelings, e.g. "You really wanted to keep that puppet for longer, didn't you? It can be really hard to share sometimes"

- Explain that we do not hurt others with our hands/teeth/feet etc
- Tell their child to use their words - not their hands/teeth/feet etc – to express if they are feeling sad, angry etc. Add that if they do it again, they will have to leave the session. If the child is non-verbal the parent/carer can encourage the child to communicate their feelings through gestures, facial expressions, or a 'sign' with their hands (e.g. a clenched fist enclosed in the palm of their other hand)

If the behaviour continues the facilitators will step in to help support the parent/carer by implementing a calming technique(s) for the child, or the whole group, if appropriate and necessary.

If the behaviour still continues, we would, regrettably, have to ask the parent to remove the child from the session.

### **Injuries Occurring Before Our Session**

For insurance purposes, if we notice an injury on your child we will ask you to complete a form stating how and when the injury occurred.

### **Photography/Social Media**

We ask that when taking photographs of your children, please refrain from taking photographs of other children, to respect their privacy. When posting any photographs of our sessions please ensure there are no other children in the posted photo. Having said that, you are more than welcome to take photographs of the leaders and post those on social media.

Playful Doses Drama CIC will not post photographs of children's faces on social media. If we wish to post a photograph on social media, of parents/carers, we will seek written consent to do. The parent/carer can withdraw their consent at any time by writing to us at [info@playfuldosesdrama.com](mailto:info@playfuldosesdrama.com).

### **Cancellations**

If you are unable to attend a session please inform us, at your earliest convenience, by sending us an email at: [info@playfuldosesdrama.com](mailto:info@playfuldosesdrama.com)

This helps to ensure that we can offer the available to space to someone else on our waiting list. Thank you in advance for your co-operation.