



Dance ARC

Parent Policies Pack

Updated: February 2026

This Parent Policies Pack brings together key information from Dance ARC's Safeguarding and Health & Safety Policies. It is designed to clearly explain our expectations and procedures, helping us work together to keep all children safe, happy and supported in their dance training.

1. Our Commitment to Your Child

Dance ARC is committed to safeguarding and promoting the welfare of all children, young people and vulnerable adults attending our classes. We aim to provide a positive, inclusive and safe environment where children can enjoy dance, build confidence and develop appropriately.

Safeguarding and health & safety are taken seriously and underpin everything we do. Our policies are in place to protect children, families, staff and the school, and to meet our legal and insurance responsibilities.

2. Arrival and Supervision

For safeguarding and insurance reasons, the following procedures apply to all families:

- * Responsibility for children remains with parents/carers until the official class start time and a member of Dance ARC staff is present.
- * Children must not be dropped off early or left unattended before their class begins.
- * We are unable to supervise children who arrive early.
- * Children must not wait unsupervised in any part of the building or surrounding areas, including corridors, public spaces, cafés or car parks.
- * Children must not be expected to wait unsupervised while a sibling is in class.

3. Collection at the End of Class

- * Parents/carers must collect children promptly at the end of class.
- * Collection must take place from inside the building to allow for a clear and safe handover.
- * Younger children must be visibly handed over to a parent/carer or named responsible adult.
- * Younger children are not permitted to leave the premises unaccompanied.

For safeguarding reasons, staff are unable to escort children out to the car park or release children to parents waiting in vehicles.

4. Independent Departure (Older Students)

We understand that as children grow older, families may wish to encourage independence.

- * Only students of secondary/high school age may be permitted to leave the premises independently.
- * Written parental consent must be provided in advance (email confirmation is sufficient).
- * Written consent confirms that responsibility transfers to the parent/carer once the child leaves the building at the end of class.
- * Without written consent, students must be collected regardless of age.
- * Dance ARC reserves the right to refuse independent departure where there are safeguarding concerns.

5. Siblings and Shared Collection Arrangements

- * Collection arrangements are based on each individual child's age and needs.
- * Permission for an older child to leave independently does not extend to younger siblings.
- * Younger children must not leave the premises unaccompanied, even if an older sibling has permission to do so.
- * Younger children may only leave the building when directly collected by a parent/carer or named responsible adult.

6. Car Park and Exit Safety

- * The main exit is also a designated fire exit and must be kept clear at all times.
- * Parents/carers must not wait in vehicles directly outside exit doors.
- * Staff cannot release children directly to cars.
- * A clear, face-to-face handover on foot is required.

7. Health and Safety in Classes

- * Classes are taught by suitably qualified staff.
- * Teaching is age- and ability-appropriate.
- * Warm-ups and cool-downs are included where appropriate.
- * Premises and equipment are checked regularly.
- * Accidents and incidents are recorded and parents/carers informed where relevant.

8. Photography and Filming

- * Children will not be photographed or filmed without parental consent.
- * Consent is collected during registration.
- * Parents/carers may opt out of social media use at any time.

9. Behaviour and Respect

We ask all families to support a respectful and positive learning environment:

- * Children should follow staff instructions and behave considerately.
- * Disruptive or unsafe behaviour may result in a child being removed from class.
- * Discrimination, bullying or inappropriate behaviour will not be tolerated.

10. Working Together

We recognise that safeguarding works best when families and the school work together. If you have questions, concerns or need to discuss individual arrangements, please speak to us in advance.

Thank you for your cooperation and for helping us keep all our dancers safe.

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