



Penzance Musical Theatre Company (PZMTC)

Child Safeguarding Policy & Supporting Documents

Established 1927

Safeguarding Policy

Penzance Musical Theatre Company (PZMTC) – Child Safeguarding Policy

1. Policy Statement

Penzance Musical Theatre Company (PZMTC) is committed to ensuring that all children and young people involved in our activities are safe, protected, and treated with respect. We recognise our duty of care to safeguard and promote the welfare of children under the Children Act 1989 and 2004, the Working Together to Safeguard Children guidance (2018), and other relevant legislation.

We believe that:

- The welfare of the child is paramount.
- All children, regardless of age, disability, gender, race, religion or belief, or sexual orientation, have the right to equal protection from harm.
- Safeguarding is everyone's responsibility.

2. Purpose of this Policy

This policy outlines how PZMTC will:

- Provide a safe and positive environment for children.
- Ensure children are protected from abuse, neglect, and exploitation.
- Give volunteers and members clear guidance on safeguarding responsibilities.
- Ensure concerns about a child's welfare are responded to appropriately.

3. Scope

This policy applies to:

- All children and young people under 18 who take part in PZMTC activities.
- All adults involved in PZMTC, including trustees, volunteers, members, chaperones, and contractors.

4. Code of Conduct for Adults

All adults working with children at PZMTC must:

- Treat all children with respect, dignity, and fairness.
- Act as role models of positive behaviour.
- Listen to and value children's views.

- Avoid being alone with a child where possible – work in open, visible spaces.
- Never use inappropriate language, aggression, or humiliation.
- Never engage in physical contact that could be misinterpreted.- Report any safeguarding concerns immediately.

5. Safer Recruitment & Supervision

- All adults who have regular or unsupervised contact with children will be subject to Disclosure and Barring Service (DBS) checks.
- At least one trained Designated Safeguarding Officer (DSO) will be appointed by PZMTC.
- Chaperones will be licensed in line with local authority regulations for performances.
- Ratios of adults to children will be maintained appropriately during rehearsals and performances.

6. Recognising & Responding to Concerns

Adults should be alert to signs of possible abuse or neglect, including:

- Physical injury
- Emotional distress
- Neglect or lack of care
- Sexualised behaviour or language

If a child is at immediate risk of harm, call 999.

Otherwise:

1. Report your concern to the Designated Safeguarding Officer (DSO).
2. Record the concern factually and confidentially.
3. Do not confront the alleged abuser.
4. The DSO will decide whether to refer to the Local Authority Safeguarding Hub or Children's Social Care.

7. Online Safety

- PZMTC will only use official communication channels (email, company social media) when contacting young members.
- No adult should privately message a child via personal accounts.
- Images of children will only be used with written parental consent.

8. Working with Parents & Carers

- Parents will be given full information about rehearsals, performances, and safeguarding procedures.
- Consent forms will be obtained for participation, photography, and emergency medical treatment.
- Parents are encouraged to raise any concerns with the DSO.

9. Confidentiality

- Safeguarding concerns will be shared on a need-to-know basis only.
- All records will be stored securely and in line with GDPR.

10. Policy Review

This policy will be reviewed annually by the PZMTC Committee, or sooner if legislation or safeguarding guidance changes.

11. Key Contacts

- PZMTC Designated Safeguarding Officer (DSO): Tara Brownfield 07807908156
- Deputy Safeguarding Officer: Elaine Jones 07984413451
- Local Safeguarding Children Partnership (Cornwall & Isles of Scilly): Jenni Rome
Jennifer.Rome@cornwall.gov.uk
- Emergency Services: 999

Code of Conduct

■ You must:

- Treat all children with respect, kindness, and fairness.
- Act as a positive role model in behaviour, language, and appearance.
- Ensure rehearsals and activities are conducted in safe, open environments.
- Listen to children and take their views seriously.
- Report any safeguarding concerns immediately to the DSO.
- Maintain professional boundaries at all times.

■ You must not:

- Use offensive, aggressive, or discriminatory language.
- Engage in inappropriate physical contact.
- Be alone in an isolated space with a child (unless unavoidable and risk-assessed).
- Develop close, personal relationships with children outside of PZMTC activities.- Share personal contact details or communicate with children via private social media or messaging.
- Ignore or fail to report concerns about a child's welfare.

Declaration:

I have read, understood, and agree to abide by the PZMTC Code of Conduct.

Signed: _____ Name: _____ Date: _____