



## Health and Safety Statements

Ballet Boost takes seriously their responsibility to ensure the safety of their students.

1. All parents must complete a Registration Form when joining us, with clear information regarding emergency contacts and any relevant medical history.
2. A copy of primary and emergency contact numbers will be kept on class registers.
3. It is the parent's/guardian's responsibility to notify us of any changes to their emergency contact details.
4. In case of a fire emergency, all teachers have a clear understanding of procedures to follow.
5. We will undertake regular assessment of risks regarding the hired premises and any concerns will be raised with the venue in question.
6. It is our responsibility to ensure that a fully equipped first aid box is kept within the building and that all teachers and staff know its location. In case of an incident, an accident report must be completed and a copy given to parent/guardian on collection.
7. There will always be a first aider available.
8. If required we will contact the emergency services first, then the parent/guardian of the student(s) involved, using the telephone number on the class registers.
9. Dance is a physical activity, therefore injuries can happen and we accept no responsibility for injuries sustained via any means other than a teacher's negligence.
10. Students will be supervised during class time only and parents/guardians must ensure the safety of their children in the car park, waiting, changing and toilet areas.
11. We accept no responsibility for children and young adults using the grounds around the building.
12. Students or parents/guardians should inform the teacher of any special health considerations or existing injuries before participating in class.
13. Shoes must be worn when using the toilet facilities.
14. Students should not wear any jewellery that may pose a risk to themselves or others (stud earrings and jewellery worn for religious or cultural reasons are acceptable).
15. No food (or chewing gum) is allowed in the studios. Water is permitted in bottles with a secure cap.

**You can contact us during lesson times on 07958725862 or in case of an emergency call Roberta McClelland on 07894546619.**

**If you wish to contact us outside of lesson times, please e-mail [admin@balletboost.com](mailto:admin@balletboost.com) or [emmanorthmore@yahoo.com](mailto:emmanorthmore@yahoo.com)**

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Adopted on	June 2018	By (full name)	Emma Northmore
By (signature)	<i>E.Northmore</i>	Next review date	May 2019

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