



The Gilbert & Sullivan Society of SA Inc.

## **WORKING WITH CHILDREN POLICY**

(A child or young person under the age of 18 years of age)

Everyone who participates with The Gilbert and Sullivan Society of South Australia (G&S) is entitled to do so in a safe and enjoyable environment. G&S have moral and legal responsibility to ensure that, when given responsibility for children, we deliver a high standard of care.

### **Policy Statement**

G&S are committed to the following:

- The welfare of the child or young person is paramount
- Everyone should be able to take part in G&S rehearsals and performances in a safe and happy environment
- Taking all reasonable steps to protect children and young people from harm and respect their rights, wishes and feelings
- Promote fairness, treating people with equity and respect
- Ensure adult members of the production adhere to a code of conduct and are aware of the Working with Children policy
- Ensure child members of the production adhere to a code of conduct
- G&S does not support behaviour which causes offence. In the performance arts, it is critical that everyone work together with goodwill and respect

### **Procedures**

- Children will be supervised at all times by an adult chaperone with a current DCSI screening for working with children or a Teacher's Registration Certificate – sighted by The Production Manager
- Chaperones and members of the production will be guided by *Protective Practices - Behaviour guidelines for staff and volunteers working with children and young people* - [www.decd.sa.gov.au/sites/g/files/net691/f/protective-practices-parents-caregivers.pdf](http://www.decd.sa.gov.au/sites/g/files/net691/f/protective-practices-parents-caregivers.pdf)
- Adults working directly with children on stage may be required to have a current DCSI Screening Certificate
- Information forms with parent/guardian and emergency contact details, allergies and medical conditions for each child will be kept by the child chaperone and production manager
- Clear information will be given to the parent/guardian of rehearsal and production times, routines and requirements. Contact details for the chaperone and Production Manager will be given to them so they can liaise closely
- All children must report with their parent/guardian to a chaperone and sign their attendance for all rehearsals and performances. Upon leaving, the chaperone must assist the child to sign out and hand over supervision to a parent/guardian. At no time, should children arrive or leave without their parent/guardian meeting the chaperone. Arrival/departure should be no more than 10 minutes before or after a rehearsal, or in the case of a performance, at times determined by the Director or Production Manager
- Children should not rehearse for more than a four-hour block and should have a rest break of 10 minutes every hour. Bringing healthy snacks such as fruit and water is encouraged for rest breaks
- During performances, for safety reasons, children must follow the advice of the chaperones and stage management team