DYNAMIC DANCE STUDIO
HEALTH & SAFETY POLICY

Dynamic Dance Studio takes seriously its responsibility to provide a safe environment for all pupils, staff and visitors.

We will take reasonable and appropriate steps to identify and manage risks associated with dance activities, the studio premises and other activities carried out on behalf of Dynamic Dance Studio.

1. Registration & Emergency Information

- All pupils must complete a registration form when joining Dynamic Dance Studio.
- Registration information should include appropriate emergency contact details and relevant medical information provided by the parent/carer.
- Appropriate emergency contact information will be available to teachers through class registers or the studio's agreed emergency procedures.
- Parents/carers are responsible for informing Dynamic Dance Studio promptly of any changes to emergency contacts, medical information or other relevant circumstances.

2. First Aid & Accidents

- Dynamic Dance Studio will maintain an appropriately stocked first-aid kit.
- Staff will have access to appropriate first-aid equipment and information.
- Any significant accident or injury occurring during a studio activity will be recorded appropriately.
- Parents/carers will be informed of injuries where appropriate.
- Where necessary, emergency medical assistance will be sought.
- In an emergency, the priority will be the immediate safety and wellbeing of the child. Emergency services will be contacted where necessary, followed by the child's parent/carer as soon as reasonably practicable.

3. Fire & Emergency Procedures

- Teachers will be familiar with the studio's fire and emergency evacuation procedures.
- Emergency exits and evacuation routes will be kept clear.
- Children will be supervised during an emergency evacuation.
- Registers or appropriate attendance information will be used to account for pupils where possible.
- Fire safety equipment will be maintained appropriately.

4. Risk Assessment

- Dynamic Dance Studio will undertake appropriate risk assessments of the studio premises and activities.
- Identified hazards will be addressed where reasonably practicable.

- Risk assessments will be reviewed when circumstances change or following a significant incident.
- Teachers are expected to report hazards, defects or safety concerns promptly to the studio owner/management.

5. Supervision

- Pupils will be supervised during their scheduled class time.
- Parents/carers remain responsible for their children before and after their scheduled class unless alternative supervision has been specifically agreed with Dynamic Dance Studio.
- Parents/carers are responsible for supervising children in areas where studio supervision is not provided, including the car park, waiting areas and, where applicable, changing and toilet areas.
- Children should not enter areas that are not designated for pupil use.

6. Kitchen & Restricted Areas

- Children are not permitted in the kitchen or other restricted areas unless specifically authorised and supervised by a member of staff.
- Staff should ensure that potentially hazardous equipment or substances are kept appropriately secured.

7. Medical Conditions & Injuries

- Parents/carers must inform Dynamic Dance Studio of any relevant medical conditions, allergies, disabilities, medication requirements or existing injuries that may affect a child's participation.
- Parents/carers should inform the teacher of any relevant health concern or injury before the child participates in class.
- Teachers will take reasonable steps to accommodate known medical or physical needs within the scope of the class and their responsibilities.
- Children should not be encouraged to participate in activity where doing so would present an unreasonable risk to their health or safety.

8. Safe Dance Practice

Students are expected to:

- Follow their teacher's instructions.
- Follow the studio's dress code.
- Wear appropriate footwear for the class.
- Remove jewellery or other items where these could present a safety risk.
- Tie back long hair where appropriate.
- Use equipment only as instructed.
- Behave responsibly and avoid behaviour that could put themselves or others at risk.

Teachers will structure classes appropriately for the age, ability and experience of the dancers and will provide suitable warm-up and cool-down activities where appropriate.

9. Studio Environment

- The studio will be kept in a clean and suitable condition for dance activities.
- Floors and other surfaces will be maintained as far as reasonably practicable to reduce the risk of slips, trips and falls.
- Equipment will be checked and maintained appropriately.
- Hazards should be reported to a member of staff immediately.
- Children should not enter the studio without appropriate supervision.

10. Food & Drink

- Food is not permitted in the dance studio.
- Chewing gum is not permitted during dance classes.
- Water and other suitable drinks may be brought into the studio in secure, spill-resistant bottles.
- Any spills should be reported immediately to a member of staff.

11. Arrival & Collection

- Parents/carers are responsible for ensuring children arrive promptly for their scheduled class.
- Parents/carers should collect children promptly at the end of their class unless alternative arrangements have been agreed with the studio.
- Parents/carers should inform the studio if another authorised adult will be collecting their child where this is required by the studio's procedures.
- Children should not leave the premises with an unknown or unauthorised person.

12. Responsibility for Injuries

Dance is a physical activity and, despite appropriate precautions and safe teaching practices, injuries can occur.

Dynamic Dance Studio will take reasonable steps to reduce foreseeable risks and maintain appropriate health and safety procedures.

Nothing in this policy excludes or limits any liability that cannot legally be excluded or limited.

13. Staff Responsibilities

All staff and teachers have a responsibility to:

- Follow health and safety procedures.
- Take reasonable steps to maintain a safe teaching environment.
- Report hazards, accidents and concerns.
- Follow emergency procedures.
- Take appropriate action where a child is injured or becomes unwell.
- Ensure activities are appropriate for the children participating.

14. Review

This policy will be reviewed regularly and updated where necessary to reflect changes to the studio, activities, legislation, guidance or identified risks.

Policy Owner: Lorna Digger
Role: Owner, Dynamic Dance Studio
Date of Review: September 2026
Next Review: September 2027