

HEALTH & SAFETY POLICY

General

- Dance Habit is a child safe organisation. We are committed to ensuring all young people in our community are heard, valued, protected and empowered. Please refer to our *Child Safety Policy*.
- Anyone attending Dance Habit studios or events must adhere to our *Code of Conduct* at all times.
- We only accept one enrolment contact for any student and will only accept enrolment information, including changes, from the enrolment contact.
- Parents or legal guardians must notify us by email if there are any family court orders in place that may impact student or staff safety.
- With the exception of *Move with Me*, classes at Dance Habit are closed (meaning only the teacher and students are permitted in the studio). Viewing windows and CCTV allow parents and caregivers to observe without distraction.

Security and safety on-site

- Anyone attending Dance Habit studios must familiarise themselves with our Emergency Exit Procedures.
- Any student attending the studio outside of reception hours is required to hold a security fob for which a \$20 refundable bond is payable. Reception is unattended after 6pm on weekdays and 12pm on Saturdays.
- Security fobs must only be used during open hours.
- Children are not to exit the studio unless accompanied by an adult. This is particularly important for children attending classes outside of reception hours as they may get locked out of the building. **Parents and caregivers, it is your responsibility to ensure your child understands this.**
- Do not open the door for anyone unknown to you. An after-hours phone contact is provided on the door for those needing access.
- CCTV is taken within the studios and general public areas for safety onsite. Footage is securely stored and only accessed in the event of an incident.
- No-one under the influence of drugs or alcohol will be permitted on site. 000 will be called if suspected.
- There is no smoking permitted in or around the entrance to Dance Habit.
- You must not enter the dance studios until you are invited by a teacher or staff member. This includes studios not in use and extends to siblings.

Food and drink

- Dance Habit is a nut-free studio. Food must only be consumed in the waiting areas and all rubbish is to be appropriately disposed of. Chewing gum is prohibited and only water is permitted inside the studios in a spill-proof water bottle.

Injury and Illness

- Please refrain from attending the studio if anyone in your company is unwell (e.g. fever, vomiting, diarrhea, rash, persistent cough, eye/ear/nose/throat infection).
- Students participate at their own risk. Dance Habit accepts no liability for any injury that may be incurred while participating in dance classes or attending Dance Habit premises.
- Dance Habit reserves the right to arrange medical transportation, at the student's expense, in the event of an emergency and without parent or caregiver consent.
- Students who miss the warm-up may not be permitted to participate in class. Additionally, teachers reserve the right to restrict student participation or request medical clearance for safety purposes if deemed necessary due to injury or illness.

Class Selection

- To ensure all dancers are appropriately challenged, students are placed in classes based on ability with consideration also given to age and social development. All decisions are final.
- Children may only join our Middle School in the year they commence school (Prep).
- Pointe classes are by invitation only and students must pass a Pointe Assessment by a qualified health professional as well as being approved by Dance Habit. Private lessons for an individual conditioning program are required and dancers must be enrolled in a minimum of two technical classes in addition to Pointe. Dance Habit reserves the right to remove any dancer from Pointe at any time due to safety concerns.
- Intermediate Extension and Advanced classes are by invitation only and pre-requisites apply for all other levels, except Beginner.

Uniform and dress code

- Uniforms and appropriate footwear must be worn for all classes and dancers must be dressed appropriately when travelling to and from the studio (e.g. street clothing over ballet uniforms). Dance shoes are not to be worn outside.
- Tap shoes are not permitted in reception or waiting areas due to the slip hazard. Please put Tap shoes on (and take them off) inside the studio.

Supervision

- Parents/caregivers must actively supervise siblings at all times.
- Parents/caregivers of preschool-age children must stay on site during classes unless a request to leave is pre-approved by reception.
- Parents/caregivers of school-age children are welcome to drop off and pick up but must ensure prompt collection as supervision of students is not provided outside of class times.
- Adult students are not permitted to bring children to the studio when attending their own classes, without prior written approval.
- Ensure all facilities are treated with care, rubbish is placed in bins and waiting areas and bathrooms are left clean, including checking toilets after use by younger children.

Car Park

- Dance Habit does not accept any responsibility and/or will not be involved in resolving, traffic-related matters.
- Parking is available, however, may be limited during peak hours. We ask that you do not park at the kerb directly outside the studio as this makes it difficult for cars to safely reverse from the 90-degree parking on the north side of White Street. Plenty of parking is available along White Street toward Highpoint and in the carpark beside The Good Guys.

Photography & Videography

- Dance Habit reserves the right to photograph or video students participating in dance classes or performances at any time for promotional purposes. Permission must be sought for any other photography/video.
- Footage is occasionally taken during classes and shared with students on private social media or file sharing sites (to assist with practice at home). All footage remains the property of Dance Habit and must not be shared externally without prior consent. Please speak to your teacher or the office if you have any concerns about privacy.

Personal Items

- Dance Habit does not take responsibility for the loss or damage to personal belongings. Please keep your valuables with you at all times and utilise the storage shelves provided in the studios. Drink bottles should be clearly named.

Dance Studio Setting

- We note that all students have the right to a safe learning environment including being treated with dignity and respect. Teachers will not apply any unnecessary physical correction.
- Consent will always be sought from a child before any physical contact for the purpose of costume fittings or alterations. A parent or caregiver should be present where possible.