

DANCE READINESS CHECKS

Policies and Procedures

<p>Annually</p> <ul style="list-style-type: none"> • Insurance policy • Contract (see <i>Professional Standards for Dance</i>) • Vulnerable sector check • Workplace health and safety policy <ul style="list-style-type: none"> ○ Emergency procedures ○ Safeguarding procedures ○ Risk assessment forms ○ Incident report forms 		<p>Annually</p> <ul style="list-style-type: none"> • Codes of Conduct • Equal opportunities/equity statement • Privacy notice and/or statement • Pre-participation health questionnaire • Leader : learner ratios 	
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Pre-Session Space and Equipment Check

<p>Upon arrival</p> <ul style="list-style-type: none"> • Facilities (common areas) <ul style="list-style-type: none"> • Entrances & exits • Waiting areas & hallways • Changing areas & toilets • Water station • Emergency equipment • Designated first aider • First aid kit 		<p>Every session (group specific)</p> <ul style="list-style-type: none"> • Dance space <ul style="list-style-type: none"> • Entrances & exits • Evacuation plan • Size • Floor (subfloor & surface) • Temperature & ventilation • Light & sound • Equipment & props 	
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Session Start

<p>Once per term</p> <ul style="list-style-type: none"> • Safety induction <ul style="list-style-type: none"> ○ Amenities (change area, toilets & water) ○ Emergency exits & procedures ○ Hazards & restricted areas/equipment • Community norms 		<p>Every session</p> <ul style="list-style-type: none"> • Attendance/register check • Apparel & belongings • On-the-spot health and wellness check 	
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