



DUNEDIN REPERTORY SOCIETY INC - CHILD PROTECTION POLICY

Date approved: 23 April 2024

Date of next review: April 2027

As an Incorporated Society that does not receive state funding for work with children, the Dunedin Repertory Society / Playhouse Theatre is not a “specified organisation” under the Children’s Act 2014.

However, we recognise that we have an obligation to keep the children in our Children’s Theatre casts safe, and that ensuring the adults that work with children in our productions have appropriate background checks and understand are appropriately vetted.

The points below set out our current practices:

- Any adults (18 years and over) who are to work directly with the children as part of the production team will be vetted before they work with the children.
 - This includes directors, musical directors, choreographers, wardrobe, stage manager, adults in the cast and anyone else that will supervise or work directly with the children.
 - ‘Vetted’ means:
 - The Society will use obtain a police check (the adult will need to provide identification to enable this)
 - A member of the Committee will speak to a referee nominated by the adult
 - Office Bearers and the Children’s Theatre Convenor will assess any risk from these enquiries and make a final decision about the adult’s involvement.
 - Registered teachers may provide evidence of their teaching registration in lieu of the vetting process above.
- Any adults (18 years and over) who are to be involved in a production, but not work directly with the children do not need to be vetted. This includes roles such as tech, props, box office, or parent helpers who are not supervising or working with children other than their own.
- All adults involved in Children’s Theatre productions are required to comply with our Children’s Theatre Code of Conduct.
- The director also briefs all adults involved on the following points at the start of rehearsals for each production:

- Playhouse Theatre health and safety policy
- To always engage respectfully and appropriately with the children, including in telecommunications
- To protect privacy of children when they are changing in/out of costumes
- We hold a health and safety briefing for the cast at the start of rehearsals for each production. These are led by our Health & Safety Convenor, rather than the director. These briefings set out what children can expect from the director and choreographer, and will ensure children are aware of several communication points independent of the director/choreographer that they can access should they have any concerns. This information will also be made available to children's families.
- We have strong communication with families of the children in our casts. Most families would be able to name 2-3 adults within the Society that they could approach.
- We have a broadly open door policy at rehearsals (with some limits to minimise distractions!). Usually there is more than one adult present at rehearsals.
- The Dunedin Repertory Society Committee reserves the right to remove any adult from involvement in its productions if it feels the adult has breached any of the points above, or if the Committee believes there is risk to children from that adult's involvement in the production.

Note: this policy replaces the previous Practices in Relation to Vulnerable Children (dated September 2020)