



## Wick Players

14/14a Moray Street, Wick, Caithness, KW1 5QF  
Registered Scottish Charity No. SC019009  
Private Limited Company No. SC358114

# Policy

Policy No. POL02

*Please take note that where the words “we”, “us” or “directors” are stated, this refers to the board of directors of Wick Players who oversee the successful running of the club.*

The board of directors of Wick Players has adopted this policy and each member is expected to support and to comply with it.

### **Policy on Rehearsals Which Include the Involvement of Junior Members.**

Wick Players have long enjoyed the tradition of performing and rehearsing productions and holding events which involve both senior and junior members. Some issues must be addressed to ensure that child protection matters are attended to. This policy aims to ensure that members, parents, guardians and carers are clear about procedures and responsibilities regarding junior members who are involved in rehearsals and events. Any event where alcohol is freely available, all individuals must adhere to this policy.

Junior members are aged seventeen years or under. In the event that a junior member turns eighteen years of age will become an adult member and will be subject to a PVG. Therefore, this policy relates only to rehearsals and events involving members aged seventeen years and under. It is the responsibility of the producer of each production to implement this policy.

- A minimum of two adult members must be present at all times when junior members are present.
- A nominated adult will be appointed to take responsibility for the junior members during rehearsals. If a child or member's actions give cause for concern, speak sensitively to them. Record all of your actions and pass all details on to the child protection officer as quickly as possible.
- Junior members and their parents, guardians or carers will be advised in writing of relevant dates, times, locations and general arrangements. Wick Players can accept no responsibility for children out with these times.
- Junior members and their parents, guardians or carers will be provided with contact details of the producer of the production and the content of this policy in writing at the commencement of a rehearsal period.
- If a junior member fails to attend a rehearsal when they are expected to, every effort will be made to contact their responsible parent or guardian. Should a rehearsal finish before the expected time, or turning late then parents / guardians / carers will be contacted before junior members will be permitted to depart.
- Any issues concerning a junior member (such as a junior member being upset, losing a phone etc) at rehearsals, the incident will be directed to the Safeguarding Officer.
- A register of junior attendees will be kept until the end of the production.
- Photographs or videos can be taken during rehearsals but not in the Wick Players wardrobe or in any dressing rooms. (Please refer to POL- Policy on The Act of Photography).
- Parental consent should be sought prior to any junior member being escorted home by any individual other than their responsible parent / guardian / carer.

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- Visitors should be brought to the attention of the responsible individual (I.e.- production director etc). Casual visitors should be discouraged and monitored. Any suspicious behaviour should be reported to the responsible individual (I.e.- production director etc).
- Physical contact and adult content within a production should be clearly understood by all concerned and parental permission granted.
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**Wick Players will ensure that all directors are aware of this policy.**

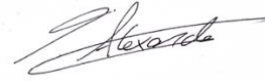
**Wick Players undertake to make a copy of this policy and the code of practice available to all members.**

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This policy was adopted by the board of directors of Wick Players on: *02/03/2022*

Signed on behalf of the board of directors of Wick Players:



Jayden Alexander

(Secretary)