
THE HAMMOND – Safe Touch Policy

August 2010, July 11, Jan 12, November 12, November 13, Reviewed January 2015, October 2016, November 2017

Every Child Matters:

- Be Healthy
- Stay Safe
- Enjoy and Achieve
- Make a Positive Contribution
- Achieve Economic Wellbeing.

Helping Every Child to Achieve More

The Hammond is an intensely performing environment. During dance, musical theatre, drama and music training, some physical contact may be deemed necessary between staff and students. Physical instruction, which involves safe touch towards certain areas of training, is something essential to aid effective teaching and learning i.e. awareness of correct muscle usage, correct posture, correct line and breathing techniques.

Good Practice

- Always work in an open environment avoiding private unobserved situations and encourage open communication with no secrets. The Hammond provides individual practice areas with glass panelled doors.
- The intention behind all physical contact is professional and unambiguous.
- Any physical contact during teaching is firm, direct and necessary.
- Any student has the right to refuse any 'hands on' tuition.
- Treat all students equally and with respect and dignity.
- Avoid spending time alone with student away from others, save in essential one to one situations when extreme care should be exercised.
- Make sure you touch a student for the specific purpose of instruction only.
- Do not touch a student in a way that can be seen as ambiguous.
- Maintain the touch for only as long as is necessary
- Always tell the student what it is you are going to do, and why. This prevents the element of surprise which may in itself be misinterpreted.

Practices never to be sanctioned

- Allowing or engaging in horseplay, physical or sexually provocative games.
- Allowing or engaging in any form of inappropriate touching.
- Making sexually suggestive comments to a student, even in fun.
- Reducing a student to tears as a form of control.
- Failing to act upon and record any allegations made by a student.

Incidents that must be reported and recorded

If any of the following occur during or in the context of a Hammond event or activity, it should immediately be reported to the designated Child Protection Officer.

- If you accidentally hurt a student.
- If a student appears to be sexually aroused by your actions.
- If a student misunderstands or misinterprets something you have done.
- If a student is unusually distressed and you have any suspicions of, or concerns about, potential abuse.

For students up to Year 6 please also refer to the Intimate Care Policy for the Preparatory School.