



## **Audacity Events Terms & Conditions**

Updated 2/7/2023

By purchasing a ticket to our event, you are confirming that you have read and understood our terms and conditions.

- All dance coaches must have evidence of Registration Forms for all candidates entering Audacity competitions with clear information regarding emergency contacts and any relevant medical history
- A copy of emergency contact numbers will be kept on class registers, this being the responsibility of coaches to provide to an Audacity Lead on the competition day should they need it
- It is the parent's responsibility to notify the candidates dance school leader of any changes to their emergency contact details prior to an Audacity Event
- In case of a Fire emergency all teachers, chaperones and Audacity crew members have a clear understanding of responsibilities. It is the coach's responsibility to make sure all group members attending Audacity event are aware of the fire procedures, instructed by Audacity at the start of the competition
- Audacity will complete a risk assessment regarding premises hired and any concerns will be raised with the providers
- We are committed to ensuring all employees/volunteers are competent to do their tasks and to give them adequate training
- It is Audacity's responsibility to provide First Aid/Paediatric staff and keep a fully equipped First Aid Box at hired venue if not already supplied by the venue. In case of an incident – an Accident / Incident report must be made and filed
- In the event of an injury - If required, audacity will contact the emergency services first, then the parent / guardian of the student(s) involved by the telephone number on the class registers, provided by coaches
- Parents understand that dance is as active as engagement as any sport, and whilst every effort is made to avoid them, injuries can happen. Audacity accepts no responsibility for injuries sustained via any means. Dancers must be fit to perform when attending the event.
- It is parents/ carers responsibility to supervise Children throughout the duration of an Audacity event. Parents / carers must ensure the safety of their children in the waiting, changing and toilet areas
- Students/parents or guardians should inform the teacher of any special health considerations or existing injuries before participating in event. Coaches are responsible to provide this information to audacity leaders

- Dancers should not wear any jewellery that may pose a risk to themselves or others
- Guests aged 18 and over will conduct themselves in an appropriate manner throughout the event. This includes, taking care of children under their responsibility, not purchasing alcoholic beverages for any person under the age of 18 or providing such person with alcoholic drinks. They must not drink alcohol in excess
- Dancers cannot chew gum when performing
- Audacity will have a minimum of two Security Staff present at each of their events, to ensure the hired space for Audacity Competitions is secure
- An appropriate number of staff will be positioned on main doors, exits and entrances. Ensure wristbands can be seen at all times. It is coach's responsibility to make this rule a priority, when talking to parents and students prior to an Audacity Event
- Audacity Events have public liability insurance and the certificate is accessible upon request.
- Coaches will be the first point of call for any incidents/issues within their school and, if necessary, will inform a senior member of Audacity staff or senior member of venue staff depending on the situation
- Proof of dancers' ages must be available upon request should an issue arise regarding categories. Failure to produce proof may result in the dancer/team being disqualified.

### **Non-smoking Policy**

Audacity Events have a non-smoking policy, and smoking is not permitted anywhere within the centres where tournaments take place. Anyone caught smoking will risk being removed from the event.

### **Drugs and Alcohol Policy**

Audacity Events have a strict Drugs and Alcohol Policy. Anyone found to be using drugs/alcohol will be immediately removed from the premises. At events held at venues that provide a licensed bar, anyone found to be drinking irresponsibly will be immediately removed from the event.

### **Safeguarding Children and Vulnerable Adults Policy**

Audacity takes seriously their responsibility to ensure the safety of their young performers. A full copy of our safeguarding policy is available upon request.

Audacity believes that:

- The welfare of children is vital
- All children, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity have the right to protection from abuse
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- All staff (paid/voluntary) working in dance have a responsibility to report concerns to the principal or other identified staff Audacity has a duty of care to safeguard all children involved in tournament from harm. All children have a right to protection and the needs of disabled children and others who may be particularly vulnerable must be taken in to account
  - Audacity will ensure the safety and protection of all children involved in the tournament through adherence to the Child Protection guidelines. A child is defined as under 18 The Children Act 1989

Audacity Events Safeguarding Policy is to promote good practice:

- Providing children and young people with appropriate safety and protection.
- Allow all staff/volunteers to make informed and confident responses to specific child protection issues Promoting Good Practice Audacity events will encourage the following:
- Always working in an open environment (e.g. avoid private or unobserved situations and encouraging an open environment i.e. no secrets)
- Treating all young people/disabled adults equally, and with respect and dignity
- Always putting the welfare of each young person first, before winning or achieving goals
- Maintaining a safe and appropriate distance with dancers (e.g. it is not appropriate to have an intimate relationship with a child)
- Building balanced relationships based on mutual trust which empowers children to share in the decision making process
- Making dance fun, enjoyable and promoting fair play
- Ensuring that if any form of manual/physical support is required, it should be provided openly. Care is needed, as it is difficult to maintain hand positions when the child is constantly moving. Young people should always be consulted and their agreement gained.
- Involving parents/carers wherever possible (e.g. for the responsibility of their children in the changing rooms). If groups have to be supervised in the changing rooms, always ensure parents/teachers/coaches/officials work in pairs
- Being an excellent role model – this includes not smoking or drinking alcohol in the company of young people
- Giving enthusiastic and constructive feedback rather than negative criticism
- Recognising the developments/ needs and capacity of young people and disabled adults – avoiding excessive training or competition and not pushing them against their will
- Keeping a written record of any injury that occurs, along with the details of any treatment Practice not acceptable

### **Recruitment and selecting staff and volunteers**

Audacity recognises that anyone may have the potential to abuse children in some way and that all reasonable steps are taken to ensure that unsuitable people are prevented from working with children. When undertaking pre-selection checks the following should be included:

- All volunteers/staff should complete an application form. This will elect information about an applicant's past and a self-disclosure about any criminal record
- Consent should be obtained from an applicant to seek information from the Criminal Records Bureau (DBS CHECK)
- Two confidential references, including one regarding previous work with children. These references must be taken up and confirmed through telephone contact

- Evidence of identity (passport or driving licence with photo) Responding to suspicions or allegations

When there is a complaint against a member of staff there may be three types of investigation:

- A criminal investigation.
- A child protection investigation.
- A disciplinary or misconduct investigation.

The results of the police and child protection investigation may well influence the disciplinary investigation.

### **Suspected abuse**

Any suspicion that a child has been abused by either a member of staff or a volunteer should be reported to the principal who will take such steps as considered necessary to ensure the safety of the child in question and any other child who may be at risk.

### **Action to help the victim and prevent bullying in dance**

- Take all signs of bullying very seriously
- Encourage all children to speak and share their concerns
- Help the victim to speak out and tell the person in charge or someone of authority
- Create an open environment
- Investigate all allegations and take action to ensure the victim is safe
- Speak with the victim and the bully/ies separately
- Reassure the victim that you can be trusted and will help them, although you cannot promise to tell no one else
- Keep records of what is said (what happened by whom, when etc)
- Report any concerns to the Principal Action towards bullies
- Talk with the bully/ies explain the situation and try to get the bully/ies to understand the consequences of their behaviour
- Seek an apology to the victim/s
- Inform the bully's parents
- Provide support for the teacher of the victim
- Impose sanctions as necessary
- Encourage and support the bully/ies to change behaviour
- Hold meetings with the families to report on progress • Inform all appropriate members of the action taken
- Keep a written record of action taken (whom, when etc)

## **Photography and filming**

- Photography and filming of your own children/dancers ONLY is allowed as long as the coach/parent has permission
- Flash photography is never allowed
- We urge all coaches, parents and students to keep our performers photographically safe by reporting suspected photographic violations.
- By attending our events you are agreeing for photographs/video footage being taken and used for promotional purposes. You have the right to request any photographs/video footage of yourself to be removed from our social media/website/advertising and can do this by contacting [info@audacityevents.co.uk](mailto:info@audacityevents.co.uk)

## **Sportsmanship**

Audacity Events encourages good sportsmanship from all coaches, dancers, spectators and staff. Sportsmanship is the utmost importance.

- All schools should be supportive of one another regardless of age or ability
- Negative discussions between coaches or spectators are not permitted. Any such reports of this behaviour will be frowned upon subsequently jeopardising your place in the competition and future audacity events

## **Tickets and deposits**

- Spectator tickets must be ordered through your dance coach.
- Payment must be made via bank transfer by the assigned payment deadline date for the event. Late payments can be accepted up to 3 days after the deadline date but will lose the teacher commission of 50p per ticket.
- All invoices must be paid for in full after the payment deadline date, we cannot deduct any tickets. We also cannot offer refunds but you may transfer your tickets to other schools attending the event (we must be notified of this). We can add extra tickets on to accounts if they are available.
- We do not offer refunds for illnesses/non-attendance once invoices have been received.
- Tickets cannot be sold to members of the general public; they must be associated with an attending dance school for safeguarding purposes.
- Ticket prices vary across events. Prices are stated in the Information Pack for each individual event.
- Lost wristbands will be charged for. Where events have reached capacity we cannot replace any lost wristbands.
- To secure your tickets until the registration deadline date, a £1 deposit per ticket is required (for example; to save 100 tickets you must pay a £100 deposit). The amount can be amended by 10% up to the registration deadline date without losing any deposit, anything over a 10% deduction will result in the £1 deposit for each ticket being lost.
- Tickets are not secured without a deposit.

## **Entry amendments and late fees**

- Coaches will be asked to confirm their entries referring to the running order 2-3 weeks before the event. Any requested amendments or additional entries after the payment deadline date will incur a £5 charge per amendment/entry. For dancers/teams that have been entered into a category lower than the age/ability category they should be in, they will be removed completely from the running order unless the amendment fee is paid.
- It is the coaches' responsibility to thoroughly check the running order issued to them on the day as last-minute changes in the schedule may occur
- A late payment fee for music submitted after the assigned deadline date will be charged at £5 per track per day. A fee of £5 per track will be charged for any music needing to be swapped after the music deadline date.
- If any dancers/teams are unable to perform you must notify Audacity as soon as possible

### **Refunds/cancellations**

- We cannot offer refunds after the deadline date but you may transfer your tickets to other schools attending the event. We can add extra tickets on to accounts if they are available
- Coaches that withdraw their entry after the deadline are still liable for their invoices. These must be paid in full. The school will not be able to attend another event until the outstanding invoice has been paid
- We do not offer refunds for illnesses/non-attendance once payment has been received.

### **Event Cancellations**

- If Audacity make the decision of their own accord to cancel an event, tickets will be refunded in full to all schools
- If Audacity are forced to cancel an event for circumstances beyond their control (for example; an act of God, an act of government or authority, etc), the event will then be rescheduled and all tickets will be transferred to this date. If the rescheduled date is not suitable for the school then tickets can be transferred to another date or you may receive a full refund (this also applies to cancellations regarding Covid-19 Restrictions)
- Audacity will not be liable (therefore no refunds will be given) for the premature closing of an event due to circumstances out of their control

### **Complaints**

- All complaints must be emailed to [info@audacityevents.co.uk](mailto:info@audacityevents.co.uk). This will be followed up within 7 days by our complaints team.
- Refunds will not be given in a result if a complaint but will be dealt with appropriately and efficiently

### **Behaviour**

- Audacity will not tolerate aggressive behaviour from any attendees. Audacity have the right to remove any attendee that disrupts the competition and/or is aggressive to staff.
- The judges decisions are final. Please do not approach judges to argue results or approach staff during the award ceremony.
- Serious incidents/issues will result in the school being unable to attend any future events.