

## Rests and Breaks

There should be a break of 1 and a half hours between performances on the same day.

There should be 14 hours before the child is back in the place of performance the day following a performance.

A child shall not take part in performances or rehearsals for more than 6 days in any 7.

## Other sources of Information and guidance:

A copy of the *Performances By Children Regulations 2004* can be found online at: <https://www.gov.im/about-the-government/departments/education-and-children/policies-and-procedures-a-to-z/p/> along with guidance notes and a copy of an individual application form

For information on safeguarding children in the Third Sector go to [www.isleofmanscb.im](http://www.isleofmanscb.im)

For further advice please do not hesitate to contact the Department of Education and Children at Hamilton House.



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# Children in Performance

## A guide for Best Practice for Stage Performances in the Isle of Man



- ◆ Application for a Licence
- ◆ The Venue
- ◆ Matron Dos and Don'ts
- ◆ Rests and Breaks
- ◆ Further sources of Information

## The Licence Application: what you need to remember

An application for licence for performance by a child should ideally arrive at the department at least 21 days before the performance is due to take place.

The licence covers children of compulsory school age, up until they are 16, or, if they are 16 during the school year, the beginning of June after they complete year 11.

The licence should include dress rehearsal and performance dates.

If the child is to miss school for any performance or dress rehearsal you need to obtain a letter from the Head Teacher gaining permission.

The maximum number of children per matron is 11, but this should reflect the age and gender of the children—it may be more matrons are needed to provide cover for changing rooms etc.

The licence is needed for and covers children performing in the production only.

The licence application form and *The Performances by Children Regulations 2004* can be found online at [www.gov.im](http://www.gov.im) For a copy of the group licence please contact the Department of Education and Children.

## The Venue: what you need to be aware of

- There should be a signing in and out procedure in place
- Children under licence should have separate dressing rooms to adults
- There should be separate dressing rooms for boys and girls
- The children and the matrons should be aware of the fire drill procedure and exits
- The matrons should be aware of where the first aid facilities are.



## Matron dos and don'ts

### **You should:**

Check the child is comfortable and happy

Keep the child in your view at all times

Stand up for the child above production pressures—it should be a fun experience!

Report any concerns

Have contact numbers for parents in an emergency

Be aware of any medical issues the child may have where relevant.

### **You should not:**

Be in charge of more than 11 children at one time

Have any other role during the performance that may mean the child is left without a chaperone

Let the child perform if they are unwell

Leave the child alone with another adult unless it's a parent or teacher

Use inappropriate behaviour or smoke whilst on duty

Consume alcohol whilst on duty.