

**C O N T R A C T O F A G R E E M E N T**

**EXEMPT FROM CHILDREN’S LICENSING**

**BODY OF PERSONS APPROVAL**

**S37(3)(B) Children and Young Persons act 1963**

|  |  |
| --- | --- |
| Name of Organisation |  |
| Address of Organisation (incl Postcode) |  |
| Telephone No: |  |
| Email Address: |  |
| Name and Address of Person responsible for the production |  |
| Position in Organisation |  |

The above organisation has applied to South Tyneside Council (the Local Authority) to be approved as a Body of Persons under S37 Children and Young Persons Act 1963. If approved the organisation would be exempt from the need to apply for individual licences for children to perform within South Tyneside Council boundary.

If approved, the organisation agrees to adhere to the following conditions:

1. No payment will be made to a child or anyone else on behalf of the child, other than for defraying expenses.
2. No child will be absent from school to take part in a performance given under the Body of Persons approval.
3. The organisation will provide the Local Authority (LA) with the details of each performance/rehearsal including the dates, times and location, together with the full name, date of birth and address of the children taking part, at least 21 days in advance of the first performance unless the LA has agreed to a shorter notice period. Any changes to the performance schedule must be advised to the LA in advance. The organisation will also provide the name and contact details of the lead person responsible for each performance.
4. The Organisation agrees to comply with Regulation 11 and regulation 15 to 2 of the Children (Performance and Activities)(England) Regulation 2014.
5. A Risk Assessment must be carried out in respect of each place of performance.
6. A first aider is present at each place of performance. The organisation will ensure that an appropriate number of Local Authority approved chaperones (see Reg 15) are engaged to care for the children employed, having specific regard to their sex, and age, ensuring that each child is supervised at all times.
7. The Organisation agrees to any authorised officer of the LA having unrestricted access whilst any dress or technical rehearsal or performance is taking place at any venue that the organisation uses for such purposes.
8. The organisation will provide a written Child Protection Policy to the LA.
9. The organisation will obtain a signed statement of fitness from the parent of each child.
10. The organisation will ensure that a list of emergency contact details in respect of each child including any medical or additional needs is available at the place of performance.
11. The organisation will ensure signing in and out sheets and daily record sheets are completed for each performance.
12. The Organisation will have regard to Covid guidance issued by the Government and review this at regular intervals.  Should there be changes in Covid guidance and the event is delayed or cancelled the LA will be informed about any change

**CONTRACT OF AGREEMENT**

**Name of Organisation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Failure to comply with any of the above agreement or conditions is likely to result in the LA revoking the Body of Persons exemption with immediate effect.**

Failure to comply with Children & Young Persons Act 1963 s.37 and the Children (performance and Activities)(England) Regulations 2014 is a criminal offence, which on conviction a maximum penalty of £1,000 or three months imprisonment or both for each offence.

In signing this declaration you agree to the terms and conditions above.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Position in Organisation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For and behalf of South Tyneside Council

Signed……………………………………………………..

Position…………………………………………………..

Date………………………………………………………..