

Who can I work for?

As a registered chaperone you will be able to work for any TV, theatre, film or related organisations in the UK, however Telford & Wrekin Council and Shropshire Council are not in a position to assist in finding chaperones work.

Do amateur groups need registered chaperones?

YES! All children taking part in any form of entertainment require properly registered chaperones on a ratio of 1:12 children of the same sex. All other requirements of the Child Performance legislation also apply in order to protect the safety and welfare of the child/ren.

Do I need to register as a chaperone to care for my own children?

It is not necessary for you to register as a chaperone to care specifically for your own children, however, due to the restrictions on the number of people backstage most organisations ask for parents to register as chaperones to care for a group of children.

Contacts

Application forms for both Telford & Wrekin Council and Shropshire Council are processed jointly at the address below.

For further information and an application form, please contact:

**The Child Employment Officer
Attendance Support Team
Darby House,
Lawn Central,
Telford TF3 4JA**

Telephone: 01952 385223

email: child.employment@telford.gov.uk

Attendance Support Team

Registering as a Chaperone Children in Performance

The Children (Performances) Regulations 1968 as amended by the Children (Performances) (Miscellaneous Amendments) Regulations 1998



What is a chaperone?

The Children (Performances) Regulations 1968 state that any child working in entertainment (stage, film, television, radio, modelling, paid sport) must be cared for by a registered chaperone who is responsible for the proper care and control of the child, including his/her comfort, treatment and moral welfare.

A registered chaperone must, therefore, be present at all times to care for a maximum of 12 children of the same gender, except when the child/ren are actually rehearsing or performing, or in the charge of their own parent or teacher.

Who registers chaperones?

For ease of administration chaperones are registered by the Local Authority where they reside.

How much does it cost?

A chaperone licence for Telford & Wrekin and Shropshire residents cost £25 and lasts for 3 years.

How do I register?

It is necessary for prospective chaperones to:

- Complete a chaperone application form
- Send in two recent passport size photos
- Apply for enhanced clearance DBS
- Complete on-line Child Protection training
- Attend a short training session

Applying for DBS clearance

All prospective chaperones must apply for enhanced clearance to work with children from the Disclosure & Barring Service via the Child Employment Officer. You will receive details on how to apply after you have completed your chaperone application form.

Proof of Identity

It is necessary for you to provide proof of your identity for the DBS application to be processed. You must provide at least three of the original documents listed in the DBS Applicant Guide (you will receive an electronic copy after your chaperone application is processed). These documents must show you as living at your current address and show your current name.

Frequently asked questions

I have already had a DBS check do I need another?

Unfortunately DBS checks are not portable, so you must apply for a new one if you wish to be considered to work as a chaperone.

How long does it take to process an application?

This is dependent on a number of factors, mainly how long it takes for people to respond to requests for references and the length of time the DBS take to process your application. At least 8 weeks should be allowed for processing, however, at busy times of the year it may take longer. Staff make every effort to process applications as quickly as possible.

How long does a licence last?

You will receive a laminated licence that lasts three years from the date of issue → this will be recognised by all other Local Authorities therefore enabling you to work as a chaperone anywhere in the country.

Telford & Wrekin Council and Shropshire Council do, however, retain the right to revoke any chaperone licence should this be considered necessary to maintain the safety of children.

Will I get paid as a chaperone?

It is possible to receive payment for your work, arrangements for payment are between yourself and the company/organisation employing you. **However, you must remember that at all times your first responsibility is to the welfare and safety of the child/ren in your care and any irregularities MUST be reported to the Child Employment Officer.**

