



The Children and Young Persons Act 1963 The Children (Performances and Activities) (Wales) Regulations 2015

**(Outline) Application Form (Wales) for a Body of Persons Approval
as an exemption from licensing requirements for performance(s) to
take place within the boundaries of Pembrokeshire County Council**

Children and Young Persons Act 1963 s37(3)(b)

Section 1 – Organisation Details

Name of Organisation	
Registered Address of organisation <i>Inc.. postcode</i>	
Tel. No(s)	
Email address	

Name of Applicant*	
Position in Organisation	
Address if different <i>Inc. postcode</i>	
Tel. No(s)	
Email address	

*Please note: The applicant must be able to ensure the safeguarding and protection of the children involved in the performance(s) and have the authority to agree, on behalf of the organisation, to any terms and conditions set out by the local authority.



Section 2 - Details of performance

If your performance(s) has already been arranged please complete Part A. If you have applied for a fixed term approval and have not arranged the performances, please complete Part B. Do not complete both Parts.

Part A

Performance Title	
Address of Venue including postcode	
Date(s) of performance(s)	
Time(s) of performance(s)	
Description of the performance(s) for which the approval is requested. Please provide as full a description as you can about what the children will actually be required to do.	

Continue to Section 3

Part B

Describe the performance(s) your organisation plans to produce if the approval is granted This may be a general description but, where possible, provide as full a description as you can	
Where are these likely to take place? For example, community halls, professional theatres, shopping centres	
Which person(s) will be responsible for organising and overseeing individual performances? This may be a post in the organisation, a local leader or officer.	
What arrangements do you have in place to ensure that: a) the applicant is informed of all performances being arranged by the organisation; and b) the organiser(s) of every performance are made aware of the conditions of this approval and of the legal requirements in place?	



Section 3 – Safeguarding arrangements

Name of Person responsible for Child Protection and Safeguarding	
Position in Organisation	
Address including postcode	
Tel. No(s)	
Email address	

How do you ensure your child protection policy is followed throughout your organisation?	
What safeguarding training do you provide to those in your organisation who come in to contact with children?	
What arrangements do you have in place for the supervision of the children at rehearsals and performances?	
When was your child protection policy last reviewed and by whom? Please attach a copy of the policy to this application.	

Section 4 – Other applications

Have BOPA applications been made to other local authorities? If yes, which authorities and dates	
Has your organisation ever had a BOPA refused? If yes, which authorities refused the application(s) and why?	
Has your organisation ever applied for a licence for a child to take part in performances or activities? If yes, which authorities and dates	
Has your organisation ever had an application for a licence refused? If yes, which authorities refused the application(s) and why?	



**Declaration of compliance with The Children
(Performances and Activities) (Wales) Regulations 2015**

1. I confirm that no payment in respect of taking part in the performance(s), other than for offsetting expenses, will be made to any young persons or to anyone on their behalf such as a parent/carer.
2. I confirm that the child protection policy for the organisation is attached.
3. I confirm that all the young people's parents/carers have confirmed that they are fit and that their health will not suffer by taking part in the performance(s).
4. I confirm that the Organisation agrees to the terms as set out in the "Contract of Agreement" and "Guidance" attached.
5. I confirm that no child of compulsory school age requires any absence from school to take part in the production.

Applicant Signature: _____

Date: _____

Print Name: _____

Please send completed application form and signed contract to:

**Child Performance Licences
FAO Kathy Powell
Inclusion Business Support Team
Children & Schools Directorate
County Hall
Haverfordwest
SA61 1TP**

Telephone Number: 01437 775139