Safeguarding Policy
Adventure Training Fitness

Policy Statement

Adventure Training Fitness is committed to creating a safe, inclusive, and supportive environment for all participants, particularly **children, young people, and vulnerable adults**.

We recognize our responsibility to safeguard and promote the welfare of those participating in our activities. All staff, instructors, volunteers, and partners share this responsibility.

Adventure Training Fitness will take all reasonable steps to:

- Protect children and vulnerable adults from harm, abuse, and exploitation
- Provide a safe environment for adventure training and fitness activities
- Respond appropriately to safeguarding concerns
- Ensure staff are trained and understand safeguarding responsibilities

This policy follows UK safeguarding guidance from organisations such as the NSPCC and the principles set out in the Children Act 1989 and Children Act 2004.

Scope of the Policy

This policy applies to:

- Employees
- Freelance instructors and coaches
- Volunteers
- Contractors
- Participants under the age of 18
- Vulnerable adults participating in programmes

The policy covers all Adventure Training Fitness activities, including:

- Outdoor fitness sessions
- Adventure training
- Group training
- Boot camps
- Camps, events, and competitions
- Online training sessions where applicable

Key Safeguarding Principles

Adventure Training Fitness will:

- Put the welfare of the child or vulnerable adult first
- Treat all participants with respect and dignity
- Provide a safe physical and emotional environment
- Ensure safe recruitment of staff
- Ensure concerns are taken seriously and reported appropriately

- Maintain confidentiality while sharing information when necessary for safeguarding

Definitions

Child
A **child** is defined as anyone under the age of **18**.

Vulnerable Adult
A **vulnerable adult** is someone aged 18 or over who:

- Has care and support needs
- Is experiencing or at risk of abuse or neglect
- Is unable to protect themselves from harm

Types of Abuse
Staff and volunteers should be aware of the different types of abuse, including:

Physical Abuse
Deliberately causing physical harm.
Emotional Abuse
Persistent emotional mistreatment affecting emotional development.
Sexual Abuse
Forcing or enticing someone to take part in sexual activities.
Neglect
Failure to meet basic physical and emotional needs.
Bullying or Cyberbullying
Repeated behaviour intended to harm or intimidate.

Safer Recruitment
Adventure Training Fitness will ensure safe recruitment by:

- Conducting **enhanced DBS checks** through the Disclosure and Barring Service where required
- Taking up references
- Verifying identity and qualifications
- Providing safeguarding training to staff

No instructor will work unsupervised with children without appropriate checks.

Code of Conduct for Staff and Volunteers
All staff must:

- Treat all participants equally and with respect
- Maintain appropriate professional boundaries
- Avoid being alone with a child where possible
- Never engage in inappropriate physical contact

- Avoid private messaging with under-18s on personal accounts
- Use appropriate language and behaviour

Staff must **never**:

- Develop personal relationships with participants under 18
- Exchange personal contact details with children
- Transport a child alone unless agreed with parents and organisation policy

Supervision and Ratios

Adventure Training Fitness will ensure appropriate supervision ratios during sessions.

Recommended guidance:

- Ages 5–8: 1 adult to 8 children
- Ages 9–12: 1 adult to 10 children
- Ages 13–17: 1 adult to 10 participants

Higher supervision levels may be required for **higher-risk adventure activities**.

Photography and Social Media

Adventure Training Fitness recognises the need to protect children's privacy.

- Written **parental consent** will be obtained before photographs are taken.
- Images will not identify children by full name without consent.
- Photos will only be used for legitimate promotional or training purposes.
- Staff must not take photos on personal devices unless authorised.

Responding to Safeguarding Concerns

If a safeguarding concern arises, staff must:

1. **Listen carefully** and take the concern seriously
2. **Reassure the individual** that they did the right thing by speaking up
3. **Do not promise confidentiality**
4. **Record the details** as soon as possible
5. **Report the concern immediately** to the Designated Safeguarding Lead (DSL)

In an emergency, contact **emergency services by calling 999**.

Concerns may also be reported to local safeguarding authorities or through guidance from the NSPCC.

Designated Safeguarding Lead (DSL)

Adventure Training Fitness will appoint a **Designated Safeguarding Lead** responsible for:

- Managing safeguarding concerns
- Maintaining safeguarding records
- Liaising with statutory agencies
- Ensuring staff training is up to date

DSL Contact:

Gavin Munkley

07788523572
adventuretrainingfitness@hotmail.com

Reporting Procedure

When reporting a safeguarding concern, staff should record:

- Date and time
- Name of individual involved
- Details of the concern
- Any actions taken
- Names of witnesses (if any)

Reports should be stored securely and confidentially.

Staff Training

All staff and volunteers will:

- Receive **safeguarding awareness training**
- Understand reporting procedures
- Refresh training regularly

Specialist training may be provided for the **Designated Safeguarding Lead**.

Health and Safety

Adventure Training Fitness will:

- Conduct **risk assessments** for all activities
- Ensure equipment is safe and maintained
- Provide clear safety briefings for participants

Safeguarding considerations will be integrated into all activity planning.

Policy Review

This safeguarding policy will be reviewed:

- **Annually**, or
- Following any safeguarding incident, or
- When legislation or guidance changes.

Policy Approval

Organisation: Adventure Training Fitness
Policy Owner: Gavin Munkley/Owner
Date Approved: 01/12/2025
Next Review Date: 01/12/2026

Signature: Gavin Munkley