

Safeguarding and group exercise: An overview for fitness instructors



**Brought to you by EMD UK
in liaison with The Child
Protection in Sport Unit
and Ann Craft Trust**

Thank you for downloading this resource

This has been created especially for group exercise instructors like you. Brought to you by The Child Protection in Sport Unit and Ann Craft Trust, in partnership with EMD UK, we have rounded up the information you need to know when it comes to safeguarding in your classes.

This guide will give your further information on:

- What safeguarding is
- Support to safeguard adults at risk
- Creating your own safeguarding policy
- Where to go for training and guidance
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Remember, as a group exercise instructor you have a duty of care to those who attend your classes. This includes ensuring your business is following relevant guidance on safeguarding and knows what to do if a safeguarding concern occurs.

Let's start learning...

ann craft trust
acting against abuse

The Ann Craft Trust (ACT) is a national charity which exists to minimise the risk of abuse of disabled children and adults at risk. Through pioneering training, practice reviews and contributing to world-leading research, we support organisations to safeguard disabled children and adults at risk and minimise the risk of harm.

We believe that everyone has the right to be treated with respect and dignity. Everyone deserves to be safe.

Within the Charity there is a dedicated Sports Team funded by Sport England, UK Sport and Sport Wales. The purpose of the Team is to provide safeguarding adults information, advice and guidance to the sport and activity sector.



The Child Protection in Sport Unit (CPSU) is part of the [NSPCC](#) and is funded by [Sport England](#), [Sport Northern Ireland](#), [Sport Wales](#) and [UK Sport](#).

(In Scotland, there's a similar partnership between [Children 1st](#) and [sportscotland](#).) The CPSU was founded in 2001 in response to a series of high-profile cases of abuse of young athletes. Our aim is to help improve safeguarding and child protection practices within sport organisations, to ensure all children and young people are safe while participating in sport.

[Click here for more information on The Ann Craft Trust](#)

[Click here for more information on The Child Protection in Sport Unit](#)

What is safeguarding?

Safeguarding is a term used to describe the actions taken to protect individuals from harm. These measures particularly support children, young people, and adults at risk.

Put simply, safeguarding ensures everyone can attend the activities they like safely and without fearing harm from those around them.

Safeguarding children and young people

This section is informed by information from the CPSU – www.thecpsu.org.uk

If you're running group exercise or dance classes for children and young people, it's important you're doing all you can to protect them from harm in your classes.

The NSPCC states "All organisations that work with or come into contact with children should have safeguarding policies and procedures to ensure that every child, regardless of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation, has a right to equal protection from harm."

Setting up and following good safeguarding policies and procedures means children are safe from adults and other children who might pose a risk. This includes voluntary and community organisations, faith groups, private sector providers, as well as schools, hospitals and sports clubs."

By putting in simple measures and procedures and keeping your safeguarding knowledge up to date, you can make a positive environment for children attending your classes.



Take action now

Is your group, class or organisation doing everything it can to keep children and young people safe in sport and exercise?

Use the CPSU's online [self-assessment tools](#) to assess how well you're currently doing. They've got an Essential Self-Assessment tool for small, independent, and community-based organisations and an Extended Self-Assessment Tool for larger organisations. You'll also see where you can improve and get support on how to achieve a better score.

Safeguarding adults at risk

This section is informed by information from the Ann Craft Trust – www.anncrafttrust.org

Safeguarding adults is everyone's responsibility.

All adults have the right to be protected from abuse and poor practice. This is regardless of their:

- Age.
- Ability or disability.
- Gender.
- Race.
- Religion.
- Ethnic origin.
- Sexual orientation.
- Marital status.
- Transgender status.

Best practice in safeguarding means committing to both a legal and moral responsibility to all paid staff, volunteers and visitors.

You can demonstrate this commitment to safeguarding by accepting your responsibilities. You can also strive to embed safeguarding within the culture of your organisation.

The Care Act 2014 put the safeguarding of adults on a statutory footing. If your organisation has regular contact with the public, you have a crucial role to play in the support, identification and reporting of adults who may be at risk of harm.

You must actively work to prevent abuse from occurring within your organisation, and you must be prepared to respond proportionately if abuse or neglect has occurred.

Organisations that fail to do this risk failing to meet their duty of care, which at worst could leave adults at risk vulnerable to harm.



Take action now

Generally speaking, do you feel that you understand the issues around safeguarding adults at risk?

Start assessing your current knowledge base and organisation procedures now. Take action to improve your safeguarding plan and commit to keeping adults at risk safe from harm.



**Watch the
video here**

Six principles of adult safeguarding

Learn the principles set out by The Care Act that underpin the safeguarding of adults. The Care Act sets out the following principles that should underpin the safeguarding of adults.

1. Empowerment

People are supported and encouraged to make their own decisions and informed consent.

"I am asked what I want as the outcomes from the safeguarding process, and this directly inform what happens."

2. Prevention

It is better to take action before harm occurs.

"I receive clear and simple information about what abuse is. I know how to recognise the signs, and I know what I can do to seek help."

3. Proportionality

The least intrusive response appropriate to the risk presented.

"I am sure that the professionals will work in my interest, and they will only get involved as much as is necessary."

4. Protection

Support and representation for those in greatest need.

"I get help and support to report abuse and neglect. I get help so that I am able to take part in the safeguarding process to the extent to which I want."

5. Partnership

Services offer local solutions through working closely with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.

"I know that staff treat any personal and sensitive information in confidence, only sharing what is helpful and necessary. I am confident that professionals will work together and with me to get the best result for me."

6. Accountability

Accountability and transparency in delivering safeguarding.

"I understand the role of everyone involved in my life and so do they."

Your next steps...

Listen

Applying the six principles of adult safeguarding to sport and activity

In this podcast episode of Safeguarding Matters, the team discuss what the principles look like in practicing physical activity setting

This podcast will give a great overview of how you and your organisation can follow best safeguarding practice whilst creating a high-quality exercise experience.

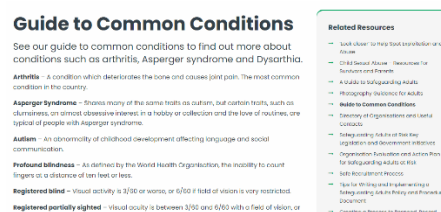


Read

Guide to common conditions

As an instructor, you'll likely work with people who have a range of conditions, but how many do you know?

In this guide, you'll learn the definitions of some common conditions people in your classes may have, including arthritis, dyspraxia, and neurosis.



Watch

A Video Introduction to Safeguarding Adults in Sport

This excellent video provides an easy to digest overview of safeguarding adults in sport and physical activity.

You'll understand the key principles that underpin safeguarding adults, as well the how to deal with a safeguarding issue.



Creating safeguarding policies and procedures

Your business will already have a number of policies and procedures in place; safeguarding should be one of them.

It need not be difficult to write one from scratch. There are a number of resources available to you in supporting the development of safeguarding policies:



The EMD UK website has a free to access safeguarding area, split into safeguarding for adults and safeguarding for children. Here you'll find example policies and procedures, as well as report forms.

- [Visit the safeguarding adults' section here](#)
- [Visit the safeguarding children section here](#)
- [Visit the Young Person's Portal here](#)
- [Visit the parent's and guardian's section here](#)



The Child Protection in Sport Unit say, **“A policy statement makes it clear to staff, parents and children what you and your organisation will do to keep children safe.”** This is a great resource for instructors like you to show your commitment to safeguarding.

- [You can download a sample safeguarding policy statement here.](#)



Not sure where to start with your safeguarding adult's policy and procedure? Ann Craft Trust have created a great resource of top tips for writing and implementing your policies and procedures.

- [View these here.](#)



The Child Protection in Sport Unit have created a handy checklist just for the leisure sector – that includes you! Whether you're working in a leisure centre or community setting, use this as a base to ensure you've covered all aspects of safeguarding across your facilities and activities.

- [Download the checklist here.](#)