

Mindful Peak Performance CIC

Safeguarding Children and Young People Policy

This document contains:

Safeguarding Children and Young People Policy
MPP Safeguarding Reporting Procedure
MPP Staff & Volunteer Code of Conduct
MPP Safeguarding Good Practice Guide

Policy Review Date: January 2026
Next Review Date: January 2027

Approved By: Mindful Peak Performance CIC Board of Directors

L Doherty
M Daniel
J Russell

1. Our Commitment

Keeping children and young people safe is central to everything we do. Mindful Peak Performance CIC (MPP) works with children and young people through physical activity, non-contact boxing, mindfulness and youth work programmes. Many of the young people we work with face barriers to traditional sport and mental health support, and some may be vulnerable due to their personal circumstances, community environment or previous experiences.

We are committed to creating safe, inclusive and respectful spaces where young people feel listened to, supported and protected from harm.

We believe:

- The welfare of the child or young person is always the priority.
- All children and young people have the right to be safe, regardless of background, identity or ability.
- Safeguarding is everyone's responsibility.
- Effective safeguarding depends on trusted relationships, clear boundaries and good communication.
- Concerns should always be taken seriously and acted on quickly.

This policy applies to:

- Directors and board members
- Employees and sessional staff
- Freelancers and subcontractors
- Volunteers
- Anyone working on behalf of MPP

2. About MPP

Mindful Peak Performance CIC is a social enterprise delivering youth work and wellbeing programmes through BAM! Body and Mind Training.

Our work combines:

- Physical activity and non-contact boxing
- Mindfulness and emotional regulation practices
- Group discussion and reflection
- Youth-led and community-based delivery

Sessions are delivered in youth clubs, schools, community spaces and online.

3. Safeguarding Roles and Responsibilities

Designated Safeguarding Lead (DSL)

Luke Doherty
Managing Director
Email: luke@mindfulpeakperformance.com
Phone: 07787 436889

The DSL is responsible for:

- Managing safeguarding concerns and referrals
- Contacting children's social care, police or other agencies when needed
- Ensuring safeguarding procedures are followed
- Maintaining safeguarding records
- Supporting staff and volunteers
- Reviewing safeguarding practice and risk assessments

Deputy Safeguarding Lead

Matthew Daniel
Community Director
Email: matthew@mindfulpeakperformance.com
Phone: 07460 468290

The Deputy Safeguarding Lead supports the DSL and acts in their absence.

All Staff and Volunteers

Everyone working with MPP is responsible for:

- Creating safe and respectful environments
- Following this policy and the MPP Code of Conduct
- Reporting concerns immediately
- Maintaining appropriate professional boundaries
- Completing safeguarding training required for their role

Safeguarding is everyone's responsibility.

4. Safer Recruitment and Training

MPP follows safer recruitment practices for all roles involving contact with children and young people.

This includes:

- Enhanced DBS checks for relevant roles
- Identity and reference checks
- Safeguarding discussions during recruitment
- Clear role descriptions and expectations

All staff and volunteers:

- Read and sign this policy and the Code of Conduct
- Complete safeguarding training appropriate to their role
- Receive safeguarding updates and ongoing supervision

The DSL and Deputy DSL complete Designated Safeguarding Lead training and refresh this regularly.

5. Recognising Safeguarding Concerns

Abuse and harm can take many forms, including:

- Physical abuse
- Emotional abuse
- Sexual abuse or exploitation
- Neglect
- Bullying or cyberbullying
- Grooming
- Domestic abuse
- Criminal or sexual exploitation
- Radicalisation
- Self-harm
- Online harm

Some young people may be more vulnerable because of:

- Disability or additional needs
- Mental health difficulties
- Experiences of trauma
- Poverty or housing instability

- Family circumstances
- Discrimination or social exclusion

MPP recognises the importance of contextual safeguarding. Young people may experience harm outside the home, including in peer groups, communities or online. Staff are not expected to investigate concerns or decide whether abuse has occurred. Their responsibility is to notice concerns, respond appropriately and report them.

6. Safeguarding in Sport and Mindfulness Settings

MPP delivers activities involving physical exercise, non-contact boxing and mindfulness practices. These environments require clear boundaries and safe practice.

Staff must:

- Prioritise safety and wellbeing over performance
- Use safe coaching and facilitation methods
- Never use humiliating, aggressive or degrading behaviour
- Maintain appropriate physical and emotional boundaries
- Stop activities if a young person becomes distressed or unsafe

Although uncommon, mindfulness practices can sometimes bring up difficult emotions or distress, particularly for young people with existing mental health difficulties or trauma experiences. Staff should respond calmly and appropriately, adapting or stopping activities if needed and seeking support where necessary.

MPP sessions are designed to be inclusive, trauma-aware and accessible to young people with different needs and levels of confidence.

7. Online Safety and Digital Communication

MPP delivers some activities online and uses digital communication as part of its work.

To help keep young people safe:

- Online sessions are password protected where appropriate
- Young people join through approved registration processes
- At least two adults are present during online sessions where possible

- Staff maintain professional boundaries online
- Staff do not use personal social media accounts to communicate privately with young people
- Concerns about online behaviour, messages or contact must be reported

Any photos or videos of children or young people require appropriate consent.

8. Low-Level Concerns and Professional Boundaries

MPP encourages staff and volunteers to report low-level concerns or poor practice early, even where behaviour does not meet the threshold for a safeguarding referral.

Examples may include:

- Boundary issues
- Inappropriate language or jokes
- Favouritism
- Unprofessional online communication
- Behaviour that makes others uncomfortable

Addressing concerns early helps maintain safe cultures and prevents more serious issues developing.

9. Reporting a Safeguarding Concern

If a child or young person is in immediate danger, call 999.

If you have a safeguarding concern:

1. Stay calm and listen.
2. Take the young person seriously.
3. Do not promise confidentiality.
4. Record the concern as soon as possible.
5. Report it immediately to the DSL or Deputy DSL.

Staff should never investigate concerns themselves.

MPP will:

- Record safeguarding concerns securely

- Make referrals to external agencies where appropriate
- Work with children's social care, police and safeguarding partners
- Support the young person and those involved appropriately

Where concerns involve an MPP staff member or volunteer, appropriate safeguarding and disciplinary procedures will be followed.

For more details on procedure, see below for "MPP Safeguarding Reporting Procedure"

10. Responding to a Disclosure

If a child or young person tells you something concerning:

Do:

- Listen carefully
- Stay calm
- Reassure them they did the right thing by speaking up
- Explain that you may need to share information to keep them safe
- Record their words as accurately as possible

Do Not:

- Promise to keep secrets
- Ask leading questions
- Investigate the situation yourself
- Express shock or disbelief
- Make unrealistic promises

11. Health, Safety and Risk Management

MPP completes risk assessments for activities and venues.

This includes consideration of:

- Staffing ratios
- Physical safety
- Venue suitability
- Online safety
- Accessibility
- Emotional wellbeing
- Medical or mental health needs where relevant

MPP aims to maintain safe supervision levels at all activities. Any accidents, incidents or safeguarding concerns must be recorded and reviewed.

12. Information Sharing and Confidentiality

MPP understands the importance of confidentiality and data protection.

However, safeguarding concerns must be shared when necessary to protect a child or young person from harm.

Information will only be shared:

- With relevant people
- On a need-to-know basis
- In line with safeguarding and data protection guidance

Safeguarding records are stored securely.

13. Code of Conduct

All staff, volunteers and facilitators are expected to:

- Treat young people with respect
- Maintain appropriate professional boundaries
- Use positive and inclusive language
- Challenge bullying, discrimination or harmful behaviour
- Follow safeguarding procedures
- Model safe and respectful behaviour
- Prioritise the wellbeing of young people

Staff and volunteers must never:

- Engage in abusive or discriminatory behaviour
- Develop inappropriate relationships with young people
- Communicate with young people in secretive or unprofessional ways
- Use humiliating, aggressive or harmful behaviour
- Ignore safeguarding concerns

Any breaches of the Code of Conduct may result in disciplinary action.

14. Key Safeguarding Contacts

MPP Safeguarding Team

Luke Doherty
Designated Safeguarding Lead
07787 436889
luke@mindfulpeakperformance.com

Matthew Daniel
Deputy Safeguarding Lead
07460 468290
matthew@mindfulpeakperformance.com

External Contacts

Emergency Services
999

NSPCC Helpline
0808 800 5000

Local Authority Children's Services / MASH
Relevant local authority contact details should be used depending on the borough or area of delivery.

15. Policy Review

This policy is reviewed annually and updated when needed in response to:

- Changes in legislation or guidance
- Organisational learning
- Safeguarding incidents or reviews
- Changes in delivery practice

MPP is committed to maintaining a safeguarding culture that is practical, reflective, trauma-aware and centred on the wellbeing of children and young people.

MPP Safeguarding Reporting Procedure

IF A YOUNG PERSON IS IN IMMEDIATE DANGER

Call 999 immediately

Then contact the MPP Safeguarding Lead as soon as possible.

IF YOU HAVE A SAFEGUARDING CONCERN

STEP 1 — RESPOND

- Stay calm
- Listen carefully
- Take the young person seriously
- Reassure them they did the right thing speaking up
- Do not promise confidentiality
- Do not investigate yourself

STEP 2 — RECORD

As soon as possible, write down:

- What was said or observed
- Date, time and location
- Who was involved
- Your actions taken

Use the young person's own words where possible.

Stick to facts, not opinions.

STEP 3 — REPORT

Report concerns immediately to:

Designated Safeguarding Lead

Luke Doherty

07787 436889

luke@mindfulpeakperformance.com

Deputy Safeguarding Lead

Matthew Daniel

07460 468290

matthew@mindfulpeakperformance.com

IMPORTANT

- Safeguarding is everyone's responsibility
- Never ignore concerns because they seem "small"
- Low-level concerns and boundary issues should also be reported
- Do not discuss concerns with others unnecessarily
- Never contact alleged perpetrators yourself

EXAMPLES OF CONCERNS

- Abuse or neglect
- Self-harm or suicidal thoughts
- Exploitation or grooming
- Bullying or discrimination
- Unsafe behaviour from staff or volunteers
- Online safety concerns
- Radicalisation concerns
- Domestic abuse
- Significant emotional distress

REMEMBER

**You are not responsible for deciding whether abuse has happened.
You are responsible for noticing concerns and reporting them.**

MPP Staff & Volunteer Code of Conduct

At MPP we expect all staff, facilitators and volunteers to:

CREATE SAFE SPACES

- Treat young people with respect
- Use positive and inclusive language
- Listen without judgement
- Maintain appropriate boundaries
- Prioritise wellbeing over performance

WORK PROFESSIONALLY

- Follow safeguarding procedures
- Report concerns immediately
- Arrive prepared and on time
- Use safe coaching and facilitation methods
- Challenge bullying, discrimination or harmful behaviour

MAINTAIN BOUNDARIES

- Do not develop inappropriate relationships with young people
- Do not communicate secretly with young people online
- Do not use personal social media accounts for private messaging
- Do not favour particular young people
- Do not share unnecessary personal information

USE POSITIVE PRACTICE

- Encourage participation without pressure or humiliation
- Respect different backgrounds, identities and abilities
- Adapt sessions for individual needs where possible
- Be aware that some young people may have experienced trauma

STAFF MUST NEVER:

- Use abusive, discriminatory or degrading language
- Physically punish or intimidate young people
- Ignore safeguarding concerns
- Engage in sexual or inappropriate behaviour
- Use aggressive or humiliating coaching methods
- Be under the influence of drugs or alcohol during sessions

REMEMBER

MPP works best when young people feel:

- safe
- respected
- included
- listened to
- supported

Every interaction matters.

MPP Safeguarding Good Practice Guide

Practical Safeguarding Tips for MPP Staff

BUILD TRUST — NOT DEPENDENCY

Young people should feel supported, but boundaries matter.

- Be approachable and consistent
- Avoid becoming a young person's only source of support
- Encourage support through trusted adults and services

RESPOND CALMLY

If a young person discloses something concerning:

- Listen carefully
- Stay calm
- Don't panic or overreact
- Don't promise secrecy
- Report concerns quickly

BE TRAUMA-AWARE

Some young people may:

- struggle with trust
- react strongly to conflict or criticism
- disengage suddenly
- find mindfulness or emotional discussions difficult

Be patient, flexible and non-judgemental.

THINK ABOUT THE ENVIRONMENT

Good safeguarding includes:

- safe physical spaces
- clear supervision
- inclusive group culture
- awareness of emotional wellbeing
- appropriate staffing ratios

ONLINE SAFETY

- Keep communication professional
- Avoid private messaging where possible
- Use approved communication channels
- Report concerning online behaviour
- Maintain the same boundaries online as in person

LOW-LEVEL CONCERNS MATTER

Report:

- inappropriate jokes or comments
- favouritism
- boundary concerns
- unprofessional behaviour
- anything that makes you uncomfortable

Small issues addressed early help prevent bigger problems later.

IN BAM! SESSIONS

Remember:

- safety comes before performance
- participation should never feel forced
- mindfulness practices may affect people differently
- stop activities if someone becomes distressed
- ask for support if unsure

MOST IMPORTANTLY

If something doesn't feel right:

- speak to the Safeguarding Lead
- ask for advice
- report concerns early

It is always better to raise a concern than ignore one.

Mindful Peak Performance CIC

Safeguarding Adults at Risk Policy

This document contains:

Safeguarding Adults at Risk Policy

MPP Safeguarding Adults Reporting Procedure

MPP Staff & Volunteer Code of Conduct

MPP Safeguarding Adults Good Practice Guide

Policy Review Date: January 2026

Next Review Date: January 2027

Approved By: Mindful Peak Performance CIC Board of Directors

L Doherty

M Daniel

J Russell

1. Our Commitment

Keeping adults safe from abuse, neglect and exploitation is central to everything we do. Mindful Peak Performance CIC (MPP) works with adults through physical activity, non-contact boxing, mindfulness, wellbeing and community-based programmes. Some people we work with may have care and support needs, experience mental health difficulties, disability, trauma, social isolation, discrimination, housing or financial insecurity, or other circumstances that increase their risk of harm.

We are committed to creating safe, inclusive and respectful spaces where adults are listened to, supported to make their own choices and protected from abuse and neglect.

We believe:

- Every adult has the right to live free from abuse, neglect and exploitation.
- Adults should be supported to make their own decisions wherever possible.
- Safeguarding is everyone's responsibility.
- Good safeguarding is person-led, proportionate, trauma-aware and respectful of identity.
- Concerns should be taken seriously and acted on promptly.

This policy is written primarily for MPP delivery in England and reflects the Care Act 2014 and associated statutory guidance. Where MPP delivers elsewhere, the relevant local safeguarding law and procedures must also be followed.

This policy applies to:

- Directors and board members
- Employees and sessional staff
- Freelancers and subcontractors
- Volunteers
- Anyone working on behalf of MPP

2. About MPP

Mindful Peak Performance CIC is a social enterprise delivering wellbeing and community programmes through BAM! Body and Mind Training.

Our work combines:

- Physical activity and non-contact boxing
- Mindfulness and emotional regulation practices
- Group discussion and reflection

- Community-based and participant-centred delivery

Sessions are delivered in community spaces, partner venues and online, with adults from a wide range of backgrounds and life experiences.

3. Safeguarding Roles and Responsibilities

Designated Safeguarding Lead (DSL)

Luke Doherty

Managing Director

Email: luke@mindfulpeakperformance.com

Phone: 07787 436889

The DSL is responsible for:

- Managing adult safeguarding concerns and referrals
- Contacting local authority adult social care, police or other agencies when needed
- Ensuring safeguarding procedures are followed
- Maintaining safeguarding records
- Supporting staff and volunteers
- Reviewing safeguarding practice and risk assessments

Deputy Safeguarding Lead

Matthew Daniel

Community Director

Email: matthew@mindfulpeakperformance.com

Phone: 07460 468290

The Deputy Safeguarding Lead supports the DSL and acts in their absence.

All Staff and Volunteers

Everyone working with MPP is responsible for:

- Creating safe, inclusive and respectful environments
- Following this policy and the MPP Code of Conduct
- Reporting concerns promptly
- Maintaining appropriate professional boundaries
- Respecting adults' choices, privacy and dignity
- Completing safeguarding training required for their role

Safeguarding is everyone's responsibility.

4. Safer Recruitment and Training

MPP follows safer recruitment practices for roles involving contact with adults who may be at risk.

This includes:

- Appropriate DBS checks for eligible roles
- Identity and reference checks
- Safeguarding discussions during recruitment
- Clear role descriptions and expectations

All staff and volunteers:

- Read and sign this policy and the Code of Conduct
- Complete adult safeguarding training appropriate to their role
- Receive safeguarding updates and ongoing supervision

The DSL and Deputy DSL maintain safeguarding knowledge appropriate to MPP's work and refresh training regularly.

5. Recognising Safeguarding Concerns

Under the Care Act 2014, statutory adult safeguarding duties apply where an adult has needs for care and support, is experiencing or at risk of abuse or neglect, and because of those needs is unable to protect themselves from the abuse or neglect or the risk of it.

MPP staff should not wait to decide whether this legal threshold is met before reporting a concern. If something suggests an adult may be unsafe, raise it with the DSL.

Abuse and neglect can include:

- Physical abuse
- Domestic abuse
- Sexual abuse
- Psychological or emotional abuse
- Financial or material abuse
- Modern slavery and exploitation
- Discriminatory abuse
- Organisational abuse
- Neglect and acts of omission
- Self-neglect
- Online abuse, scams or coercion

- Hate crime, harassment or targeted intimidation

Adults may face increased risk because of disability, mental health difficulties, cognitive impairment, substance dependency, trauma, isolation, poverty, homelessness, discrimination, dependency on another person, or other care and support needs. These factors do not in themselves make someone incapable of making decisions.

Abuse may be carried out by a partner, family member, friend, carer, professional, volunteer, another participant, stranger or organised group. It may happen in person, at home, in services, in community settings or online.

Staff are not expected to investigate concerns or decide whether abuse has occurred. Their responsibility is to notice concerns, respond appropriately and report them.

6. Adult Safeguarding Principles, Choice and Mental Capacity

MPP follows the six principles that underpin adult safeguarding: empowerment, prevention, proportionality, protection, partnership and accountability. Our approach also reflects Making Safeguarding Personal - working with the adult to understand what matters to them and what outcomes they want wherever this can be done safely.

Staff should:

- Involve the adult in decisions about safeguarding wherever possible
- Seek informed consent before sharing information or making a referral where it is safe and appropriate to do so
- Avoid assuming that an unwise decision means a person lacks mental capacity
- Recognise that mental capacity is decision-specific and can fluctuate
- Seek advice from the DSL where there is doubt about capacity, coercion, undue influence or serious risk

There are circumstances where information may need to be shared or action taken without consent, for example where there is immediate or serious risk, a crime may have been committed, other people are at risk, there is a legal duty to share, or the adult may lack capacity for the relevant decision. Such decisions must be recorded and discussed with the DSL.

7. Safeguarding in Sport and Mindfulness Settings

MPP delivers activities involving physical exercise, non-contact boxing and mindfulness practices. These environments require clear boundaries and safe practice.

Staff must:

- Prioritise safety and wellbeing over performance
- Use safe coaching and facilitation methods
- Explain activities and respect an adult's right to decline or stop
- Never use humiliating, aggressive, coercive or degrading behaviour
- Maintain appropriate physical and emotional boundaries
- Stop or adapt activities if an adult becomes distressed or unsafe

Mindfulness and reflective practices can sometimes bring up difficult emotions, memories or distress. Staff should respond calmly, avoid pressuring anyone to continue, offer grounding or alternatives where appropriate, and seek support if risk or safeguarding concerns arise.

MPP sessions are designed to be inclusive, trauma-aware and accessible to adults with different needs, identities, communication styles and levels of confidence.

8. LGBTQ+ Adults: Inclusion and Specific Safeguarding Risks

MPP recognises that lesbian, gay, bisexual, trans, queer and other LGBTQ+ adults may experience safeguarding risks that are linked to prejudice, discrimination, isolation or the misuse of information about their identity. Staff must never assume that an adult's sexuality, gender identity or relationship structure is itself a safeguarding concern.

Relevant risks can include:

- Threats to "out" someone's sexual orientation, gender identity, gender history or other private information
- Homophobic, biphobic or transphobic harassment, hate crime or discriminatory abuse
- Domestic abuse or coercive control that uses identity, community connections or fear of discrimination as a means of control
- Isolation from friends, family, LGBTQ+ communities or specialist support

- Control of access to medication, healthcare, finances, documents or gender-affirming support
- So-called conversion practices, forced marriage or honour-based abuse
- Online blackmail, sexual exploitation, doxxing, harassment or image-based abuse

Good practice includes:

- Use the name and pronouns the adult asks you to use
- Do not disclose an adult's LGBTQ+ identity to family, partners, other participants or services unless necessary and lawful
- Ask who it is safe to contact rather than assuming family or next of kin are safe
- Take disclosures seriously without stereotyping relationships or communities
- Offer information about specialist LGBTQ+ support where relevant

9. Online Safety and Digital Communication

MPP delivers some activities online and uses digital communication as part of its work.

To help keep adults safe:

- Online sessions use approved platforms and appropriate privacy settings
- Staff maintain professional boundaries online
- Staff avoid secretive, sexualised or exploitative communication
- Personal social media should not be used for inappropriate private contact
- Concerns about online behaviour, scams, threats, harassment, exploitation or coercion must be reported
- Photos or videos require appropriate consent and must be handled securely

10. Low-Level Concerns and Professional Boundaries

MPP encourages staff and volunteers to report low-level concerns or poor practice early, even where behaviour does not appear to meet the threshold for an external safeguarding referral.

Examples may include:

- Boundary issues

- Inappropriate language, jokes or comments
- Discriminatory or identity-based remarks
- Favouritism or dependency
- Unprofessional online communication
- Unnecessary physical contact
- Behaviour that makes others uncomfortable

Addressing concerns early helps maintain safe cultures and can prevent more serious issues developing.

11. Reporting a Safeguarding Concern

If an adult is in immediate danger or a serious crime is taking place, call 999.

If you have a safeguarding concern:

1. Stay calm and listen.
2. Take the adult seriously.
3. Do not promise absolute confidentiality.
4. Record the concern as soon as possible.
5. Report it promptly to the DSL or Deputy DSL.

Staff should never investigate concerns themselves or confront an alleged perpetrator. Where possible, the adult's wishes and desired outcomes should be understood and recorded. The DSL will consider consent, risk, mental capacity, the safety of others and the need for referral to the local authority, police or other services.

MPP will:

- Record safeguarding concerns securely
- Make referrals to local authority adult safeguarding services or other agencies where appropriate
- Work with adult social care, police, health services and safeguarding partners when needed
- Support the adult and those involved appropriately
- Record the rationale for decisions, including where action is taken without consent
- Where concerns involve an MPP staff member or volunteer, appropriate safeguarding, employment and disciplinary procedures will be followed.

For more details on procedure, see below for "MPP Safeguarding Adults Reporting Procedure".

12. Responding to a Disclosure

If an adult tells you something concerning:

Do:

- Listen carefully
- Stay calm
- Acknowledge that speaking up may have been difficult
- Ask only enough open questions to clarify immediate safety
- Explain that you may need to share information if someone is at risk
- Ask what they would like to happen, where appropriate
- Record their words as accurately as possible

Do Not:

- Promise to keep secrets
- Ask leading or investigative questions
- Pressure the adult to make a particular decision
- Express shock, disbelief or judgement
- Contact the alleged perpetrator
- Make unrealistic promises

13. Health, Safety and Risk Management

MPP completes risk assessments for activities and venues.

This includes consideration of:

- Physical safety
- Venue suitability
- Accessibility and reasonable adjustments
- Online safety
- Emotional wellbeing
- Known medical or support needs where relevant
- Staffing, lone working and supervision
- Environmental or community risks

MPP aims to maintain safe delivery arrangements at all activities. Any accidents, incidents, safeguarding concerns or significant near misses must be recorded and reviewed.

14. Information Sharing and Confidentiality

MPP understands the importance of confidentiality, privacy and data protection. Adults should be told, where appropriate, how information may be used and shared. Safeguarding information will only be shared when necessary and proportionate to protect the adult or others, meet a legal obligation, support a safeguarding enquiry or respond to a crime or serious risk.

Information will be shared:

- With relevant people or agencies
- On a need-to-know basis
- With the adult's consent where appropriate and safe
- In line with safeguarding, data protection and information-sharing guidance

Safeguarding records are stored securely. Sensitive information about sexual orientation, gender identity, health, disability or other personal circumstances must be handled with particular care and only shared where relevant.

15. Code of Conduct

All staff, volunteers and facilitators are expected to:

- Treat adults with dignity and respect
- Maintain appropriate professional boundaries
- Use positive and inclusive language
- Respect identity, privacy, autonomy and informed choice
- Challenge bullying, discrimination or harmful behaviour
- Follow safeguarding procedures
- Model safe and respectful behaviour
- Prioritise wellbeing over performance

Staff and volunteers must never:

- Engage in abusive, discriminatory, exploitative or degrading behaviour

- Develop inappropriate or exploitative relationships with participants
- Use coercion, threats, humiliation or intimidation
- Communicate in secretive, sexualised or unprofessional ways
- Misuse confidential or identity-related information
- Ignore safeguarding concerns

Any breaches of the Code of Conduct may result in disciplinary action.

16. Key Safeguarding Contacts

MPP Safeguarding Team

Luke Doherty
 Designated Safeguarding Lead
 07787 436889
luke@mindfulpeakperformance.com

Matthew Daniel
 Deputy Safeguarding Lead
 07460 468290
matthew@mindfulpeakperformance.com

External Contacts

Emergency Services
 999

Police non-emergency
 101

Local Authority Adult Social Care / Safeguarding Adults Team
 Use the relevant local authority contact details for the borough or area where the adult lives or where the concern arose. Follow local Safeguarding Adults Board procedures where applicable.

Galop - National LGBT+ Helpline for victims and survivors of abuse and violence
 0800 999 5428
help@galop.org.uk

17. Policy Review

This policy is reviewed annually and updated when needed in response to:

- Changes in legislation or statutory guidance
- Local Safeguarding Adults Board procedures
- Organisational learning
- Safeguarding incidents or reviews
- Changes in delivery practice

MPP is committed to maintaining a safeguarding culture that is practical, person-centred, inclusive, trauma-aware and focused on adults' rights, dignity, safety and wellbeing.

MPP Safeguarding Adults Reporting Procedure

IF AN ADULT IS IN IMMEDIATE DANGER

Call 999 immediately

Then contact the MPP Safeguarding Lead as soon as possible.

IF YOU HAVE A SAFEGUARDING CONCERN

STEP 1 - RESPOND

- Stay calm
- Listen carefully
- Take the adult seriously
- Check immediate safety
- Do not promise confidentiality
- Do not investigate yourself
- Ask what the adult wants to happen where appropriate

STEP 2 - RECORD

As soon as possible, write down:

- What was said or observed
- Date, time and location
- Who was involved
- Any immediate risk identified
- The adult's wishes or desired outcomes, where known
- Your actions taken

Use the adult's own words where possible.

Stick to facts, not opinions.

STEP 3 - REPORT

Report concerns promptly to:

Designated Safeguarding Lead

Luke Doherty

07787 436889

luke@mindfulpeakperformance.com

Deputy Safeguarding Lead

Matthew Daniel

07460 468290

matthew@mindfulpeakperformance.com

IMPORTANT

- Safeguarding is everyone's responsibility
- Never ignore concerns because they seem "small"
- Low-level concerns and boundary issues should also be reported
- Do not discuss concerns with others unnecessarily
- Never contact alleged perpetrators yourself
- Do not assume that an adult lacks capacity because of disability, diagnosis, distress or an unwise decision
- Respect consent and choice, but seek DSL advice where serious risk, coercion, crime or the safety of others may require action

EXAMPLES OF CONCERNS

- Abuse or neglect
- Domestic abuse or coercive control
- Financial exploitation, scams or theft
- Sexual abuse or exploitation
- Hate crime or discriminatory abuse
- Self-neglect where the adult may be unable to protect themselves
- Unsafe behaviour from staff or volunteers
- Online threats, blackmail or exploitation
- Modern slavery or criminal exploitation
- Significant emotional distress linked to abuse or risk

REMEMBER

You are not responsible for deciding whether abuse has happened.

You are responsible for noticing concerns, responding safely and reporting them.

MPP Staff & Volunteer Code of Conduct

At MPP we expect all staff, facilitators and volunteers to:

CREATE SAFE SPACES

- Treat adults with dignity and respect
- Use positive and inclusive language
- Listen without judgement
- Respect names, pronouns, identities and personal boundaries
- Prioritise wellbeing over performance
- Support choice and participation without pressure

WORK PROFESSIONALLY

- Follow safeguarding procedures
- Report concerns promptly
- Arrive prepared and on time
- Use safe coaching and facilitation methods
- Challenge bullying, discrimination or harmful behaviour
- Keep safeguarding information confidential and secure

MAINTAIN BOUNDARIES

- Do not develop inappropriate, exploitative or dependent relationships
- Do not communicate secretly or sexually with participants
- Do not use personal social media for inappropriate private messaging
- Do not favour particular participants
- Do not borrow, lend or accept significant money or gifts
- Do not share unnecessary personal information

USE POSITIVE PRACTICE

- Encourage participation without pressure or humiliation
- Respect different backgrounds, identities and abilities
- Adapt sessions for individual needs where possible
- Be aware that some adults may have experienced trauma, discrimination or abuse
- Ask before physical contact and explain any coaching contact that is necessary

STAFF MUST NEVER:

- Use abusive, discriminatory or degrading language
- Physically punish, intimidate or deliberately frighten participants
- Ignore safeguarding concerns
- Engage in sexual or inappropriate behaviour with participants
- Use aggressive or humiliating coaching methods

- Exploit financial, emotional or social vulnerability
- Threaten to disclose someone's sexual orientation, gender identity, health information or other private information
- Be under the influence of drugs or alcohol during sessions

REMEMBER

MPP works best when adults feel:

- safe
- respected
- included
- listened to
- in control of their choices
- supported

Every interaction matters.

MPP Safeguarding Adults Good Practice Guide

Practical Safeguarding Tips for MPP Staff

BUILD TRUST - NOT DEPENDENCY

Adults should feel supported, but boundaries matter.

- Be approachable and consistent
- Avoid becoming someone's only source of support
- Encourage appropriate support through trusted people and services
- Be alert to dependency, coercion or exploitation

RESPOND CALMLY

If an adult discloses something concerning:

- Listen carefully
- Stay calm
- Do not panic or overreact
- Do not promise secrecy
- Ask what they want to happen where appropriate
- Report concerns promptly

BE PERSON-CENTRED AND TRAUMA-AWARE

Some adults may:

- struggle with trust
- react strongly to conflict, touch or criticism
- disengage suddenly
- find mindfulness or emotional discussion difficult
- need more time, accessible information or communication support

Be patient, flexible and non-judgemental. Respect autonomy while staying alert to risk.

THINK ABOUT THE ENVIRONMENT

Good safeguarding includes:

- safe physical spaces
- clear boundaries and roles
- inclusive group culture
- awareness of emotional wellbeing
- reasonable adjustments and accessibility
- safe arrangements for lone working and one-to-one contact

LGBTQ+ INCLUSIVE SAFEGUARDING

- Use the person's requested name and pronouns
- Never "out" someone or share identity information unnecessarily
- Ask who is safe to contact - do not assume family or partners are safe
- Recognise identity-based coercion, blackmail, hate crime and discriminatory abuse
- Do not dismiss abuse because the relationship does not fit stereotypes
- Offer specialist LGBTQ+ support such as Galop where relevant

ONLINE SAFETY

- Keep communication professional
- Avoid secretive private messaging
- Use approved communication channels
- Report concerning online behaviour, threats, scams or exploitation
- Maintain the same boundaries online as in person

LOW-LEVEL CONCERNS MATTER

Report:

- inappropriate jokes or comments
- discriminatory or identity-based remarks
- favouritism
- boundary concerns
- unprofessional behaviour
- anything that makes you uncomfortable or suggests someone may be at risk

Small issues addressed early can help prevent bigger problems later.

IN BAM! SESSIONS

Remember:

- safety comes before performance
- participation should never feel forced
- ask consent before physical coaching contact
- mindfulness practices may affect people differently
- stop or adapt activities if someone becomes distressed
- ask for support if unsure

MOST IMPORTANTLY

If something does not feel right:

- speak to the Safeguarding Lead
- ask for advice
- report concerns early

It is always better to raise a concern than ignore one.