

Safeguarding Policy

Organisation: Wyvern Fitness Ltd

Designated Safeguarding Lead (DSL): Margaret Oram

1. Introduction

Wyvern Fitness Ltd is committed to providing a safe, welcoming and supportive environment for all members, staff, volunteers and visitors. We recognise our responsibility to safeguard and promote the welfare of vulnerable adults who use our facilities and services.

Wyvern Fitness Ltd has a zero-tolerance approach to harassment, bullying, discrimination, intimidation and unwanted attention. We are committed to ensuring that everyone can access our facilities in an environment where they feel safe, respected and free from inappropriate behaviour.

2. Purpose

- Protect vulnerable adults from abuse, neglect, exploitation and harm.
- Promote a culture of safety, respect and wellbeing.
- Ensure all staff understand their safeguarding responsibilities.
- Provide clear procedures for reporting and responding to safeguarding concerns.
- Support compliance with relevant safeguarding legislation and guidance.

3. Scope

This policy applies to all employees, contractors, volunteers, personal trainers, instructors, members and visitors. Safeguarding arrangements for children and young people are detailed separately within the Wyvern Fitness Ltd Child Protection Policy.

4. Safeguarding Objectives

- Protect vulnerable adults from abuse, neglect, exploitation and harm.
- Ensure concerns are identified and acted upon promptly.
- Provide appropriate safeguarding training and guidance to staff.
- Maintain a safe physical and emotional environment.
- Encourage individuals to raise concerns without fear of retaliation.

5. Safeguarding Principles

Prevention: We will minimise risks through safe practices, staff training and regular reviews.

Awareness: Staff, volunteers and contractors will understand safeguarding responsibilities and reporting procedures.

Empowerment: Individuals will be listened to and supported where appropriate.

Accountability: All staff are responsible for following safeguarding procedures.

6. Types of Abuse and Inappropriate Behaviour

Physical Abuse, Emotional Abuse, Sexual Abuse, Neglect, Financial Abuse and Discriminatory Abuse.

Harassment and Unwanted Attention

Wyvern Fitness Ltd is committed to maintaining an environment where all members, staff and visitors feel safe, respected and comfortable.

Harassment, intimidation, stalking, persistent unwanted attention, inappropriate comments, unwanted physical contact, sexual advances, or behaviour that causes another person to feel uncomfortable, unsafe or distressed will not be tolerated.

Examples may include:

- Repeated attempts to engage with someone after they have indicated they are not interested.
- Persistent messaging, contacting or following another member without their consent.
- Inappropriate comments about appearance, body shape, clothing or personal relationships.
- Unwanted physical contact.

- Sexual comments, jokes, gestures or advances.
- Intimidating, threatening or obsessive behaviour.

Any concerns regarding this type of behaviour should be reported to a member of staff or the Designated Safeguarding Lead. Reports will be taken seriously, investigated appropriately and may result in warnings, suspension or termination of membership.

7. Roles and Responsibilities

Management will implement and review safeguarding arrangements, provide training and maintain records. The Designated Safeguarding Lead (DSL) is responsible for receiving and managing concerns, maintaining records and liaising with external agencies. Staff and volunteers must remain alert to concerns and report them immediately.

Members and Visitors

Members and visitors are expected to:

- Treat others with dignity, respect and consideration.
- Respect personal boundaries and privacy.
- Refrain from behaviour that may cause another person to feel uncomfortable, intimidated, harassed or unsafe.
- Follow all gym rules and codes of conduct.
- Report any safeguarding or welfare concerns to staff.

8. Reporting Safeguarding Concerns

If an individual is in immediate danger, contact emergency services on 999 and inform the DSL as soon as possible. All concerns should be reported to the DSL, recorded accurately and stored securely. Where appropriate, referrals may be made to Adult Social Care, the Police or other relevant agencies. If the concern involves the DSL, it should be reported to a senior manager or appropriate external authority.

9. Recruitment and Training

Wyvern Fitness Ltd is committed to safer recruitment practices including identity verification, reference checks and DBS checks where appropriate. Staff will receive safeguarding awareness training and refresher training as required.

10. Vulnerable Adults

Wyvern Fitness Ltd is committed to supporting vulnerable adults who use our facilities and services. Reasonable support and adjustments will be provided where necessary, and dignity, independence and respect will be promoted at all times.

11. Confidentiality and Information Sharing

Safeguarding information will be handled sensitively and shared only on a need-to-know basis. Information may be shared where necessary to protect an individual from harm or where required by law.

12. Policy Review

This policy will be reviewed annually or sooner if legislation, guidance or operational requirements change.