

ADULT SAFEGUARDING POLICY & PROCEDURE

Version 4

Date approved by directors: March 2026

Review: Annually

Next review date: March 2027

PURPOSE

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents, especially those relating to safeguarding, health & safety, data handling and staffing.

Warwickshire Iyengar Yoga CIC Adults Safeguarding Policy and Procedure Policy 2026. The company is committed to ensuring safeguarding practice reflecting statutory responsibilities, government guidance and complies with best practice, Iyengar Yoga Association (UK) requirements and the mission and values of Warwickshire Iyengar Yoga CIC.

This policy recognises that the welfare and interests of vulnerable adults are paramount in all circumstances and outlines the duties and responsibility of all teachers and directors, working on behalf of Warwickshire Iyengar Yoga CIC in relation to safeguarding vulnerable adults. This is to ensure that: regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation, or socio-economic background, all vulnerable adults have a positive and enjoyable experience of yoga at Warwickshire Iyengar Yoga CIC in a safe and supportive environment.

All students are treated equally and receive a gold standard service of teaching of the highest calibre. The Safeguarding Policy is available on our website:-

<https://warwickshireiyengaryoga.co.uk/>

All our teachers receive an updated copy of the Safeguarding Policy by e-mail and can view online on the website.

WHO THIS POLICY COVERS

Adults (18+) who:

- Have care or support needs, and
- Cannot protect themselves from abuse, neglect, or exploitation.

This may include older adults, people with disabilities, mental health needs, long-term illness, substance misuse issues, or limited capacity to make decisions.

Definition of a Vulnerable Adult: "A person who is 18 years of age or over, and who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of him/herself, or unable to protect him/herself against significant harm or serious exploitation." (Law Commission - Who Decides? Making decisions on behalf of mentally incapacitated adults 1997)

Factors of a Vulnerable Adult: Is elderly and frail due to ill health, physical disability, or cognitive impairment. Has a learning disability. Has a physical disability and/or a sensory impairment. Has mental health needs including dementia or a personality disorder. Has a long-term illness/condition. Misuses substances or alcohol. Is unable to demonstrate the capacity to make a decision and is in need of care and support. Whenever we say carers in this document we mean carers, advocates, legal representatives, or responsible staff associated with vulnerable adults who have a duty of care regarding their wellbeing and safety.

The guidance in this policy can be considered alongside the parallel Child Protection Policy when the safety of children and very young adults is considered (18-19 years) and up to 25 years old for young people with special needs.

Safeguarding adults means: Protecting the rights of adults to live in safety, free from abuse and neglect. People and organisations working together to prevent and stop both the risks and experience of abuse or neglect. People and organisations making sure that the adult's wellbeing is promoted including, where appropriate, taking fully into account their views, wishes, feelings and beliefs in deciding on any action Recognising that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances and therefore at potential risk to their safety or wellbeing. (Care and Support Statutory Guidance Issued under the Care Act 2014). (Being safe is only one of many things that adults want for themselves and there can be some challenges in balancing safety and freedom in a way which protects and fulfils human rights). This policy is implemented by the company and its teachers in accordance with the Mental Capacity Act which supports the reasonable assumption of diverse decision-making by vulnerable adults unless clear evidence to the contrary is present.

WHAT IS ABUSE?

Abuse is any action (or failure to act) that violates a person's human or civil rights and causes harm or distress. It may be one incident or ongoing. It may take the form of physical abuse, emotional abuse, sexual abuse/exploitation or neglect as well as exploitation for extremism/terrorism as defined by the Prevent agenda.

All our teachers must be vigilant in noticing any unexplained bruising/ new physical injuries on students and fellow teachers. Emotional wellbeing – awareness of any student through completing the Health Questionnaire who may be taking anti-depressants and other health concerns. Ensuring that the teacher puts no undue pressure on a student to work beyond their physical or mental capacity. Sexual abuse/neglect and exploitation – Training in yoga may involve touching vulnerable adults in order to adjust, to maintain safety or perfect learning of yoga asanas. It is imperative that consent is gained to prevent the danger of teachers of vulnerable adults to develop overly influential, inappropriate, exploitative, or actively abusive relationships.

LEGAL FRAMEWORK

This policy aligns with:

- Care Act 2014
- Mental Capacity Act 2005
- Human Rights Act 1998
- Public Interest Disclosure Act 1998 (Whistleblowing)
- Safeguarding Vulnerable Groups Act 2006
- Data Protection and Freedom of Information Acts
- Prevent Duty guidance: England and Wales 2023

THE ROLE OF STAFF, VOLUNTEERS AND DIRECTORS

Warwickshire Iyengar Yoga CIC (WIYCIC) emphasizes effective prevention of the potential for abuse by ensuring tight governance around recruitment of teachers. A culture of prevention at WIYCIC is a practice associated with developing self-confidence, body awareness, internal security, bounded relationships and self-assertion. Appropriate teaching of Iyengar yoga is therefore inherently protective of vulnerable adults. Accordingly, WIYCIC has clear aligned policies and procedures to ensure only appropriately qualified and accredited Iyengar teachers are employed. WIYCIC actively fosters an open and collaborative community of teachers and discourages closed, exclusive, controlling or otherwise unhealthy relationships to develop between teachers and students of any age.

As teachers we abide by the following:

- Always act with integrity, honesty, and fairness.
- Treat every student with respect and compassion, regardless of age, gender, ethnicity, disability, religion, or sexuality.
- Always seek verbal consent before making any physical adjustments and stop immediately if discomfort is expressed
- Maintain appropriate professional boundaries at all times — do not form personal, sexual or financial relationships with students.
- Avoid any behaviour that could be misinterpreted as grooming, favouritism, or abuse of power.
- Never use offensive, discriminatory, or inappropriate language or gestures.
- Report any concerns immediately to the Safeguarding Lead.
- Keep information confidential and secure. We take a Medical History prior to new students commencing classes with us so are aware of any medication/conditions. We hold these records on a computerised Database and are aware of the rules and regulations regarding GDPR.
- No unauthorised photography or phone use in classes, changing areas, or toilets.
- Records of concerns are kept securely and monitored.
- Whistleblowing is encouraged—staff and volunteers can report misconduct without fear of reprisal.
- Ensure students wear appropriate clothing which will not be seen as provocative.
- All teachers hold a Current First Aid Certificate
- All teachers attend Safeguarding Training organised through CAVA
- Teacher meetings are held every 8 weeks and are documented. Effective communication is key within the organisation.

Service users (Students) should treat others respectfully and report any concerns or inappropriate behaviour.

When suspected abuse is reported it will be swiftly and effectively addressed through Designated Members of Staff for Safeguarding (DMS). The Company has two designated “Safeguarding Leads” (Safeguarding Lead and Deputy Safeguarding Lead) who take primary responsibility for:

- being a first point of contact for any vulnerable adult protection-related concerns
- sharing information with the other teachers.
- organising staff induction and training for safeguarding if not up to date.
- accessing information and liaising with outside agencies to make sure information is up to date
- collating information when there are concerns about a vulnerable adult and contacting the appropriate professionals to make a referral or to seek further advice.
- being appropriately trained, and update/refresh training and knowledge every two years.
- reminding teachers of the importance of listening carefully to any allegations raised by vulnerable adults, of taking them seriously, and of not asking any leading questions as this can jeopardise criminal investigation.

CONFIDENTIALITY

Safeguarding raises issues of confidentiality which must be clearly understood by all concerned. Directors and teachers have a responsibility to share relevant information about the protection of vulnerable adults with others, particularly investigative agencies and social services.

If any vulnerable adult confides in a member of staff and requests that the information is kept secret, it is important that the member of staff tells the adult sensitively that he or she has a responsibility to refer cases of alleged abuse to the appropriate agencies. Within that context, the confiding individual must, however, be assured that the matter will be disclosed only to people who need to know about it. Where possible, consent must be obtained before sharing personal information with third parties.

In some circumstances obtaining consent may be neither possible nor desirable as the safety and welfare of the vulnerable adult is the priority. Where a disclosure has been made, staff must let the adult know the position regarding their role and what action they will have to take as a result.

Clear boundaries of confidentiality will be communicated to all and the wishes and feelings of vulnerable adults taken into account as far as possible within the wider framework of safeguarding legislation and processes. The same reporting procedure will be undertaken even when the complaint is made against the

Safeguarding Lead or Deputy safeguarding Lead.

All staff; directors and volunteers will:

- Share information **only with those who need to know** to protect the adult.
- Obtain consent where possible, but **safety takes priority**.
- Keep clear, factual written records stored securely.

DESIGNATED SAFEGUARDING LEADS

Lead:

Di Harris, Director – 07917 861939

Deputy:

Lynne Myall, Director – 07947 208690

They are the first point of contact for concerns, training, referrals, liaison with external agencies and record-keeping.

If the Directors are further concerned and are not able to resolve the issue depending on what the issue is we can refer to the below organisations.

REFERRAL CONTACTS

- **Adult Social Care (Warwickshire):** 01926 412080. There is always an emergency Social Worker on duty for reporting Safeguarding.
- **Police (non-emergency):** 101
- **Emergency:** 999
- **Children's Safeguarding (if a child is at risk):**
01926 414144 (office hours) / 01926 886922 (out of hours)

RECORD KEEPING

Any concerns will be recorded in writing and kept securely to adhere to GDPR.

Records should only include contacts and referrals made including date, time, reason and referral agency. Warwickshire Iyengar Yoga will assist other relevant organisations, as far as it is able, during any investigation of a Safeguarding incident. This will include disclosing written and verbal information and evidence. For physical abuse a Body Map will be available to show any injury extent and any First Aid emergency measures undertaken.

TRAINING

All staff and volunteers will receive safeguarding induction and regular refresher training (at least every 2 years).

USEFUL LINKS

- [Warwickshire Safeguarding Adults Board](#)
- [“No Secrets” – DoH Guidance](#)
- [Hourglass \(Action on Elder Abuse\)](#)