



MINDFUL MOVEMENTS
Physical and Cognitive Engagement

SAFEGUARDING PROCEDURE

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MINDFUL MOVEMENTS SAFEGUARDING PROCEDURE

1 INTRODUCTION

- 1.1 Mindful Movements Network CIC (“Mindful Movements”) is committed to safeguarding children and adults at risk. The development of sport relies on it being a safe, encouraging, and enjoyable environment for all, including children. When dealing with children, their welfare is the paramount consideration.
- 1.2 Mindful Movements has a duty to deal with all complains and safeguarding concerns about persons within its jurisdiction which raise protection issues about children or adults at risk.
- 1.3 Mindful Movements has jurisdiction to deal with any member of Mindful Movements (including but not limited to staff, coaches, and volunteers) in relation to breaches of Mindful Movements’ Safeguarding Policy, Mindful Movements Adults at Risk Policy, any other Mindful Movements safeguarding policy and/or any safeguarding concern or referral.
- 1.4 The purpose of this Safeguarding Procedure (‘this Procedure’) is to provide the mechanism for dealing with all safeguarding matters relating to either children and/or adults at risk. This Procedure is supplemented by the Mindful Movements Safeguarding Policy, the Mindful Movements Adults at Risk Safeguarding Policy, Mindful Movements Disclosure and Barring Service Policy and all other Mindful Movements safeguarding guidance and documentation. This Procedure and any proceedings pursuant thereto are separate from any action or proceedings which may be taken separately in accordance with the Mindful Movements Disciplinary Procedure.
- 1.5 All safeguarding concerns will be dealt with in accordance with this Procedure.
- 1.6 All safeguarding concerns must be reported as soon as possible to an organisation Welfare Officer and/or to the Mindful Movements Compliance & Safeguarding Manager (CSM).
- 1.7 Mindful Movements shall not be liable to any individual for any loss (howsoever caused, whether direct, indirect, economic, or consequential, including but not limited, to loss of profit or opportunity) suffered as a direct or indirect result of a suspension, bar, exclusion or condition imposed in connection with this Procedure.

2 THE INVESTIGATION OF A SAFEGUARDING REFERRAL OR CONCERN

- 2.1 Save where they are not independent of the subject matter of a referral or concern (as to which, see paragraph 2.6) all matters will be referred in the first instance to the Mindful Movements Compliance & Safeguarding Manager.
- 2.2 The Compliance & Safeguarding Manager will acknowledge receipt of the concern or referral within twenty-eight days. Following such initial consideration, the Compliance & Safeguarding Manager will be responsible for management of the case.
- 2.3 The Compliance & Safeguarding Manager will decide whether:
- i) the referral or concern is clearly vexatious or frivolous, in which case it will not be considered further; or
 - ii) there should be a referral to the statutory agencies (i.e. police or social services). If there should be such a referral, the CSM shall make it and share the necessary information; and/or
 - iii) the referral or concern should be investigated by the club concerned on behalf of Mindful Movements; and/or
 - iv) the referral or concern should be investigated by the region concerned on behalf of Mindful Movements; and/or
 - v) the referral or concern should be investigated by Mindful Movements itself; and/or
 - vi) if the referral or concern does not require any further investigation and is clearly not vexatious nor frivolous, refer it immediately to a Safeguarding Review Panel.
- 2.4 The above decision is one to be taken by Compliance & Safeguarding Manager, having considered all relevant information including but not limited to the nature of the allegation, its seriousness, the role or position of the individual against whom the concern or referral is made, and the resources reasonably available to investigate the concern.
- 2.5 All concerns or referrals involving serious harm, sexual conduct and immediate risk must be investigated by Mindful Movements.
- 2.6 If the Compliance & Safeguarding Manager is not independent of the complainant or matter, or is the subject of a concern or referral, then they shall declare this immediately. Arrangements will then be made for an appropriate employee of Mindful Movements or independent investigator to investigate. Equally, if for any reason the Compliance & Safeguarding Manager is unable to complete the investigation, an alternative appropriate employee or independent investigator will be appointed to complete it.

- 2.7 All investigations shall be carried out in an appropriate manner and one proportionate to all the circumstances, including the nature and seriousness of the allegation made, the role or position of the subject of the concern or referral and the resources reasonably available to investigate the concern. When practicable, all persons concerned by the concern (including any important witnesses) should be contacted in order for their account of events to be made available and considered.
- 2.8 The subject matter of the concern or referral shall always be provided with a full opportunity to respond and provide his or her account of events and comments in relation to it.
- 2.9 Mindful Movements may require any individual who is subject to an investigation to provide information or attend a meeting in order to determine whether or not there is a case to answer.
- 2.10 Information gathered in the course of an investigation shall be recorded and retained for such period as is necessary and proportionate and in accordance with Data Protection legislation.

3 CONSIDERATION FOLLOWING INVESTIGATION

- 3.1 At the conclusion of an investigation the Compliance & Safeguarding Manager, or where the Compliance & Safeguarding Manager is not independent of the matter, then the Mindful Movements employee or the independent investigator who conducted the investigation, shall decide whether:
 - i) there is no case to answer; or
 - ii) if the matter is one of poor practice refer to the Board with advice on the process to be followed; or
 - iii) if there is a case to answer of serious poor practice, possible or actual abuse or some other safeguarding concern, refer the matter to a Board Panel. In such circumstances the Compliance & Safeguarding Manager may issue an interim suspension in accordance with this procedure.
- 3.2 In reaching the decision the Compliance & Safeguarding Manager or where the Compliance & Safeguarding Manager is not independent of the matter, then the Mindful Movements employee or the independent investigator who conducted the investigation, is entitled to seek such advice as they consider necessary or appropriate.
- 3.3 Once a decision has been made, it shall be notified to the Mindful Movements Safeguarding Team, the Board, the complainant and all interested parties as soon as reasonably practicable.

- 3.4 If the matter is to be referred to the Safeguarding Review Panel, a panel should be appointed as soon as practicable. The Safeguarding Review Panel shall be appointed by the Compliance & Safeguarding Manager and the Board.

4 SAFEGUARDING REVIEW PANEL

- 4.1 The Compliance & Safeguarding Manager shall refer a matter to a Safeguarding Review Panel in the following circumstances:
- i) If the CSM receives notification from the Disclosure and Barring Service ('DBS') in relation to an individual including but limited to those carrying out regulated activity with children or adults at risk;
 - ii) Upon receipt of a concern or referral relating to a safeguarding matter or investigation;
 - iii) Upon notification of a breach or potential breach of the Mindful Movements Safeguarding Policy and/or the Mindful Movements Adults at Risk Policy and/or any other Mindful Movements safeguarding provision;
 - iv) In respect of any individual convicted of or made the subject of a caution in respect of any offence;
 - v) In respect of any individual who is being investigated or charged by the police, social services or any other authority relating to an offence; and/or
 - vi) In respect of any individual barred by the DBS from working with children in accordance with the Safeguarding Vulnerable Groups Act 2006 (as may be amended).
- 4.2 Following a referral of any matter by the Compliance & Safeguarding Manager to a Safeguarding Review Panel it shall have jurisdiction to deal with the matter in accordance with the provisions of this Procedure.
- 4.3 The Safeguarding Review Panel will be appointed from members who have been approved by the Mindful Movements Board.
- 4.3.1 The Safeguarding Review Panel will comprise a Chairperson and at least two other persons.
 - 4.3.2 All members of the Safeguarding Review Panel must have experience of dealing with safeguarding matters
 - 4.3.3 Safeguarding Review Panel shall be chaired by a legally qualified person or a person experienced in chairing such panels.
 - 4.3.4 If a member of a Safeguarding Review Panel having been appointed to deal with a case is unable or unwilling to adjudicate then the Chair of the Review Panel: (1) appoint another member of the Safeguarding Review Panel as a replacement; or (2) appoint a new Safeguarding Review Panel; or (3) allow the remaining Safeguarding Review Panel members to proceed and adjudicate on the case.

- 4.3.5 Where a Safeguarding Review Panel comprises two, the chair shall have the casting vote. Otherwise decision of the Safeguarding Review Panel shall be unanimous or by simple majority.
- 4.4 Subject to the provisions of this procedure, the Safeguarding Review Panel shall determine all procedural matters for the conduct of its own proceedings, save that in making findings of fact the test that the Safeguarding Review Panel shall apply shall be the civil standard namely the balance of probability.
- 4.5 The Safeguarding Review Panel may conduct meetings or hearings in person, by way of telephone or video conference call video link as it deems appropriate depending on the nature and the seriousness of the matter.
- 4.6 If the Compliance & Safeguarding Manager makes a referral to the Safeguarding Review Panel, he/she shall write to the individual concerned notifying them that a referral has been made and request any explanation or information in writing they wish it to consider in relation thereto.
- 4.7 In its discretion, the Safeguarding Review Panel may require any individual who is subject to an investigation to attend a hearing and/or undergo a risk assessment.
- 4.8 Unless the Safeguarding Review Panel in its discretion allows the Compliance & Safeguarding Manager and the individual to attend in person, the case shall be considered on the basis of the following:
- i) The written referral notification and all written material provided with it by the Compliance & Safeguarding Manager; and ii) The written materials provided by the individual.
- 4.9 In exercising its discretion as to whether to allow the Compliance & Safeguarding Manager and the individual to attend in person, whether that be as a result of an application made by that party or otherwise, the Safeguarding Review Panel shall give consideration to the circumstances of the case.
- 4.10 The Safeguarding Review Panel's powers include but are not limited to making an order that any individual be Barred from all or any programme activity for such period and on such terms and conditions as it considers appropriate. For the avoidance of doubt, the Safeguarding Review Panel has the power to:
- ii) Issue or endorse an Interim Bar;
 - iii) Impose a Permanent and Fixed Term Bar for such period and on such terms and conditions as it considers appropriate;
 - iv) Impose any conditions it considers appropriate to address the risk an individual does or may pose, including but not limited to supervision requirements; and/or the requirement to attend courses and/or training; and/or imposing conditions to be satisfied before being permitted to the return to the sport after serving a period of suspension; and
 - v) Make relevant determinations in relation to DBS applications;

- vi) Suspend or remove the individual from the duties; and/or
 - vii) In addition to or instead of safeguarding proceedings pursuant to this Procedure, direct that a matter shall be dealt with in any other appropriate way including by way of disciplinary action.
 - viii) Make such orders as it deems necessary or appropriate to address the risk a person does or may pose.
- 4.11 A person may be Barred from carrying on and/or providing any activity, including training, for such period and on such terms and conditions as the Safeguarding Review Panel considers a bar appropriate or desirable to protect a child or children from harm or the risk of harm.
- 4.12 In addition to any express power in this Procedure, a Safeguarding Review Panel may make any order it considers appropriate when it is satisfied that the individual poses or may pose a risk of harm to a child or children or an Adult at Risk.
- 4.13 The Compliance & Safeguarding Manager must inform the individual concerned as soon as reasonably practicable of the Safeguarding Review Panel's decision in writing, setting out the reasons why the decision was made and informing the individual of their right to appeal.
- 4.14 The Safeguarding Review Panel may depart from this Procedure, if such a departure is deemed by the Safeguarding Review Panel to be both appropriate and proportionate.

5 DISCLOSURE AND BARRING SERVICE PROCESS

- 5.1 All Staff, Coaches, Welfare Officers, Team Managers, Official Educators and Designated Drivers and any person conducting regulated activity with a child or Adult at Risk is subjected to Disclosure and Barring Service (DBS) checks. Further information on roles which require DBS checks and the application process is set out in the Mindful Movements Disclosure and Barring Service Policy.
- 5.2 DBS checks with Mindful Movements are valid for three years from date of issue or the date of an online service update check by Mindful Movements. All adults who wish to continue to work in a role which requires a DBS check must renew their DBS application prior to the expiry of the three-year period.
- 5.3 If an individual, working in a role which requires a DBS check, is convicted of or receives a caution for any offence they must notify Mindful Movements Compliance & Safeguarding Manager of that fact and of the offence within twenty-eight days of the date of the conviction or caution. They will usually be required to complete a new DBS check.
- 5.4 If an applicant is unsuccessful in their first stage risk assessment, the certificate must be sent to the Mindful Movements's Compliance & Safeguarding Manager for a second stage assessment. If the applicant is unsuccessful at that stage, they may appeal to the Safeguarding Review Panel for determination, and the

matter shall be resolved in accordance with the review procedure below.

Referrals to the Safeguarding Review Panel

- 5.5 If Mindful Movements is notified of disclosures on an applicant's DBS check, including but not limited to those which require a risk assessment before clearance, the Compliance & Safeguarding Manager should refer the matter to a Safeguarding Review Panel for determination.
- 5.6 Prior to making a referral to a Safeguarding Review Panel, the Compliance & Safeguarding Manager has the power to determine that disclosures on an applicant's DBS check do not require a risk assessment, by virtue of the fact that they are not sufficiently serious. In making this determination the Compliance & Safeguarding Manager will take into consideration the factors set out in paragraph
- 5.7 If the Compliance & Safeguarding Manager makes a determination that the disclosures on an applicant's DBS do not require a risk assessment the individual can be cleared to continue in their role upon notification.
- 5.8 Where an applicant's DBS disclosures are referred to the Safeguarding Review Panel, the applicant cannot commence or continue in a role requiring a DBS check until such time as the Safeguarding Review Panel has made a final determination and cleared the applicant to continue.

The Review Process

- 5.9 If the Compliance & Safeguarding Manager makes a referral to the Safeguarding Review Panel, they must write to the applicant concerned notifying them that a referral has been made and requesting an explanation in relation to any disclosures on their DBS certificate.
- 5.10 The applicant will have twenty-eight days from receipt of the written notification to respond. The response should set out an explanation or any relevant details in relation to their DBS disclosures and include any references which the individual wishes to rely upon.
- 5.11 If the applicant wishes to request an oral hearing, in order to make their representations, they must write to the Compliance & Safeguarding Manager to request such a hearing within fourteen days from receipt of the written notification.
- 5.12 Following the receipt of the relevant information from the applicant or upon the expiry of twenty-eight days from the notification date, a Safeguarding Review Panel should be convened to determine whether or not the applicant should be cleared, or if further actions are required.
- 5.13 The Safeguarding Review Panel in making their determination shall take into account all relevant material, including but not limited to the applicant's character and the following factors:

- i) The age of the applicant's relevant previous convictions;
- ii) The nature of the applicant's relevant previous convictions; and
- iii) The risk posed to children by the applicant.

- 5.14 If the Safeguarding Review Panel decides not to clear an applicant, the applicant should be notified as soon as reasonably practicable, with the reasons for the Safeguarding Review Panel's decision.
- 5.15 The Applicant will have fourteen days from the date of notification of the Safeguarding Review Panel's decision to lodge an appeal. The process in relation to appeals is set out below in paragraph 7.
- 5.16 If the Safeguarding Review Panel decide to clear an applicant, the individual can continue in their role upon notification.
- 5.17 The Safeguarding Review Panel has the right to require an individual to complete courses or training or be subject to a period of supervision before clearance, if imposing a training or supervision period is appropriate and proportionate.

6 INTERIM SUSPENSIONS AND PERMANENT OR FIXED TERM BARS

- 6.1 The Safeguarding Review Panel has the power to impose Interim Suspensions and Permanent or Fixed Term Bars preventing an individual from participating in all or any programme activities, in such terms as it considers appropriate and proportionate.

Definitions

- 6.2 An Interim Suspension is a suspension imposed on an individual before, during and pending the outcome of an investigation, following receipt of a safeguarding concern.
- 6.3 A Fixed Term Bar is a Bar for a defined period, where the individual will be barred from undertaking such activity as the Safeguarding Review Panel deems appropriate.
- 6.4 A Permanent Bar is a Bar for an indefinite period where the individual will be barred from undertaking such activity as the Safeguarding Review Panel deems appropriate. This Bar is will usually be used in cases involving serious breaches of the Mindful Movements Safeguarding Policy or conviction for serious offences where the individual presents a long term risk of harm.

Criteria for imposing Interim Suspensions and Permanent and Fixed Term Bars

- 6.5 The Safeguarding Review Panel have the power to issue Interim Suspensions and Permanent or Fixed Term Bars upon an individual who meets one or more of

the relevant criteria:

- i) the individual has been convicted of, charge with, or cautioned in relation to an offence;
- ii) the individual has received a Bar, suspension or equivalent measure from a relevant authority or sporting organisation;
- iii) the individual is being investigated by the Police, Social Services or any other relevant authority; or
- iv) the Safeguarding Review Panel has received information that causes it to believe the individual may pose a risk to children or adults at risk.

Interim Suspensions

- 6.6 Interim Suspensions may be issued without prior notice to the individual concerned, and prior to the conclusion of an investigation where the Safeguarding Review Panel considers the Interim Suspension should be imposed immediately.
- 6.7 An Interim Suspension should only be imposed if the Safeguarding Review Panel is satisfied that such course of action is appropriate and proportionate having regard to the risk posed to children if such a suspension was not implemented.
- 6.8 If the Safeguarding Review Panel decide to impose an Interim Suspension, it shall take immediate effect.
- 6.9 The Interim Suspension should be reviewed by the Safeguarding Review Panel not more than three-months from the date it was imposed and, if extended then it must be reviewed at regular three-month intervals thereafter. The Safeguarding Review Panel shall only extend the Interim Suspension if it is satisfied that such a course of action is appropriate and proportionate having regard to the risk posed to children.
- 6.10 When the Safeguarding Review Panel imposes an Interim Suspension the Compliance & Safeguarding Manager should notify the individual concerned in writing, setting out the reasons for the decision and informing the individual of their right to appeal, in accordance with paragraph 7.

Urgent Interim Suspensions

- 6.11 In cases where an urgent response is required the Compliance & Safeguarding Manager may exercise the functions and powers of the Safeguarding Review Panel and issue an Interim Suspension.
- 6.12 Any decision taken by the Compliance & Safeguarding Manager shall not be final until such time as the Safeguarding Review Panel has approved the decision. However, an Interim Suspension imposed by the Compliance & Safeguarding Manager shall take immediate effect.

- 6.13 The Compliance & Safeguarding Manager shall have the power to modify, lift or otherwise amend or change his own directions and orders except he cannot extend an Interim Suspension which must be considered in accordance with paragraph 6.9.
- 6.14 The Safeguarding Review Panel has the power to endorse, modified, lift or make any such orders that are appropriate when considering an Interim Suspension imposed by the Compliance & Safeguarding Manager.
- 6.15 The Safeguarding Review Panel should review and/or approve an Interim Suspension imposed by the Compliance & Safeguarding Manager, within fourteen days of it being imposed.

Permanent Bar or Fixed Term Bars

- 6.16 Prior to the imposition of a Permanent Bar or Fixed Term Bar, the individual concerned shall be notified and provided with the opportunity to make written representations to the Safeguarding Review Panel.
- 6.17 If the individual wishes to request an oral hearing, in order to provide representations, they must write to the CSM to request such a hearing, within fourteen days of notification that the Safeguarding Review Panel will be considering the matter.
- 6.18 Following the receipt of the relevant information from the applicant or upon the expiry of twenty-eight days from the notification date, a Safeguarding Review Panel should be convened to determine whether or not a Permanent or Fixed Term Bar should be imposed.
- 6.19 In determining whether to impose a Permanent or Fixed Term Bar the
- 6.20 Safeguarding Review Panel shall give consideration to the following factors;
- i) The nature of the allegation, conviction or conduct;
 - ii) The risk posed to children or young athletes; and
 - iii) Whether a Bar is appropriate and proportionate to protect children or a child from harm.
- 6.21 A permanent Bar should be imposed only where the Safeguarding Review Panel is satisfied that the individual's conduct and potential ongoing risk to a child or to children is such that it is considered necessary, reasonable and proportionate.
- 6.22 If the Safeguarding Review Panel decides to impose a Permanent or Fixed Term Bar, the Compliance & Safeguarding Manager must inform the individual concerned as soon as reasonably practicable, setting out the reasons why the decision was made and informing the individual of their right to appeal.
- 6.23 Mindful Movements has the right to notify third parties of any Interim Suspension or Bar where it considers that it is necessary or appropriate to do so.

Permanent Bar and Fixed Term Bar reviews

- 6.24 The Safeguarding Review Panel may review a Bar at any time should they wish to do so. An individual subject to a Bar has no right to review, save for when a review date is stipulated within the terms of their Bar.
- 6.25 When imposing a Permanent Bar upon an individual, the Safeguarding Review Panel must include a review date, this date should be stipulated in the Bar notification. Save for exceptional cases, this should be not less than seven years from the date upon which the Permanent Bar was imposed.
- 6.26 Where a Permanent Bar has been imposed, following the expiry of the review period, the onus is on the individual who is the subject of the Bar to request a review hearing.
- 6.27 If the Safeguarding Review Panel imposes a Fixed-Term Bar, the Bar expires and is lifted on the end date, which should be stipulated within the Bar. A Fixed-Term Bar may be reviewed and lifted prior to the end date, in line with paragraph 6.22.
- 6.28 When reviewing a Bar, the Safeguarding Review Panel has the power to:
- a) Lift the Bar, leading to its expiry;
 - b) Amend the terms of a Bar;
 - c) Order that a Bar should remain in force; or
 - d) Increase the length of a Bar.
- 6.29 If the Safeguarding Review Panel, when reviewing a Bar, determines that there are grounds for increasing the length of a Bar, the individual concerned should be given the opportunity to provide representations.
- 6.30 If during the course of an individual's Permanent or Fixed Term Bar the Safeguarding Review Panel is informed that the individual has breached the terms of the Interim Suspension or Bar, the Safeguarding Review Panel has the power to review the Bar and may increase its length.

7 APPEALS

- 7.1 To bring an appeal under these procedures the appellant must send a written Notice of Appeal to the Compliance & Safeguarding Manager within 14 days of receipt of written decision of the Safeguarding Review Panel. The notice should set out the grounds of appeal, any supporting documentation and why the appellant considers that the Safeguarding Review Panel's decision was wrong.
- 7.2 The grounds of appeal by which an individual or club or Mindful Movements may challenge a decision of the Safeguarding Review Panel are as follows:
- i. The decision of the Safeguarding Review Panel was irrational;
 - ii. The decision of the Safeguarding Review Panel was unreasonable in all the circumstances; or
 - iii. The Safeguarding Review Panel made a decision which was wrong in law.
- 7.3 The appellant shall also submit a fee of £250, which shall be refunded if their appeal is successful, but shall otherwise be forfeited towards the costs of the appeal.
- 7.4 The Compliance & Safeguarding Manager will instruct Sport Resolutions UK to appoint an independent appeal panel or chairman to case manage the appeal process. Mindful Movements and the Respondent will have the opportunity to object to the proposed member(s) of the appeal panel, with any such objection to be ruled upon by Sport Resolutions UK or someone appointed to do so by them.
- 7.5 The Compliance & Safeguarding Manager will ensure the appeal panel at Sports Resolution is provided with all the relevant documentation.
- 7.6 The appeal shall ordinarily proceed by way of review of the Safeguarding Review Panel decision but may proceed by way of rehearing if either of the parties to the appeal so requests and the chairman of the appeal panel considers it appropriate.
- 7.7 When determining the appeal, the appeal panel may uphold the decision of the Safeguarding Review Panel or may substitute its own decision for that of the Safeguarding Review Panel.
- 7.8 The parties shall bear their own costs of participating in any appeal.

8 MISCELLANEOUS

- 8.1 All proceedings will be confidential and will take place in private. Information gathered during the course of an investigation will be retained by Mindful Movements as part of its duty to protect children and Adults at risk and will be kept in

accordance with its “Child Protection Records Retention and Storage Policy”. If the investigation results in a decision this will be recorded by EB, and shall be communicated where appropriate to relevant member clubs, coaches, local authorities and other organisations.

- 8.2 Mindful Movements may amend this Procedure at any time, at its discretion, save that any such changes shall not apply to any concern, investigation or charge that has already been initiated.
- 8.3 Any deviation from any provision of this Procedure shall not invalidate any finding or decision unless that deviation seriously and irremediably prejudices the position of one of the parties or the fairness or reliability of the process or outcome.

DEFINITIONS

Adult	means any person age eighteen years and over.
Adult at Risk	means any person eighteen years or age and over who is or may be in need of community care services by reason of mental health, age, illness or disability and who is or may be unable to take care of themselves or protect themselves against significant harm or Exploitation.
Bar	means a restriction imposed on an individual's involvement in Mindful Movements in such terms as are determined by the Safeguarding Review Panel.
Child	means a person under the age of eighteen years as defined by the Children Act 1989. Children means more than one child.
Club	means a venue where Mindful Movements' programmes are delivered.
DBS	Disclosure and Barring Service.
Harm	means ill-treatment or the impairment of health or development including, for example, impairment suffered from seeing or hearing the ill-treatment of another as defined by the Children's Act 1989 and, in relation to adults the Care Act 2014.
In person	includes attendance by video conference facility.
Offence	this means a criminal offence.
Compliance & Safeguarding Manager (CSM)	the person employed by Mindful Movements designated to manage safeguarding matters on behalf of Mindful Movements
Regulated Activity (children)	means the statutory definition of the term as set out in the Safeguarding Vulnerable Groups Act 2006 (as amended by the Protection of Freedoms Act 2012). An individual will fall within the definition where: (a) his/her duties include teaching, training, instructing, caring for, supervising or providing guidance or advice on wellbeing to a child or driving a vehicle (on behalf of an organisation) only for children; and (b) such duties happen frequently (e.g. once a week or more often) or intensively (e.g. on 4 or more days in a 30 day period, or overnight); and (c) The individual carrying out any of the duties described in (a) and (b) above is unsupervised except for paid roles in specified places.

Regulated Activity (adults) Regulated activities relating to adults are split into six different categories, based on the type of work they involve: (1) Providing healthcare; (2) Providing personal care; (3) Providing social work; (4) Assistance with general household matters; (5) Assisting with a person's own affairs; and/or (6) Conveying a person to a place of social work or care. Unlike certain regulated activities involving children, these activities are regulated regardless of how many times and how often a person engages in them.

Safeguarding The process of protecting children (and adults at risk) to provide safe and effective care. This includes all procedures designed to prevent harm to a child.

Safeguarding Review Panel A panel appointed pursuant to this Procedure for the purpose of dealing with DBS matters and safeguarding breaches, complainant or referrals.



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