

Proaction Martial Arts® Limited **Safeguarding Children Policy**

Purpose

The purpose of this document is to set out how Proaction Martial Arts® Limited protects children, young and vulnerable adults at risk from harm during their training within the club. This includes harm arising from abuse of all kinds, including sexual, physical and emotional abuse, neglect, bullying and any other forms of violence or exploitation.

This policy lays out Proaction Martial Arts® Limited's responsibilities and the reporting mechanisms, to ensure that instructors, staff, parents, students and members of the public are confident reporting a concern and, for staff, to take appropriate action.

To be clear, Safeguarding is defined as *"protecting a persons' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect"*. In martial arts, this will typically apply to children and young persons, and adults at risk.

Scope Of This Policy

This policy shall be effective and mandatory for all staff, instructors of all levels, volunteers, and visiting instructors. This policy shall also be effective for all visitors and parents of Proaction Martial Arts® Limited.

Policy Statement

Proaction Martial Arts® Limited believes that everyone we come into contact with, regardless of age, gender identity, disability, sexual orientation or ethnic origin has the right to be protected from all forms of harm, abuse, neglect and exploitation. Proaction Martial Arts® Limited will not tolerate abuse and exploitation by staff or associated personnel. Proaction Martial Arts® Limited remains committed to ensuring the effective prevention, reporting and response to any safeguarding concerns raised or detected.

Prevention

In order to provide vulnerable groups with the best possible experience and opportunities within Mighty Monkeys®, Taekwon-Do, Kickboxing and all of our services, Proaction Martial Arts® Limited ensures best practice is met at all times in relation to safeguarding and risk management. A core part of Proaction Martial Arts® Limited's prevention strategy is to ensure that the following is met in terms of minimum best practice guidance at all times;

- Instructors are expected to comply with club guidelines in respect of minimum standards, best practice and compulsory safeguarding obligations.
- Instructors must always hold the minimum grade required to competently and technically deliver the class in question, with additional qualifications as necessary for specialist styles or roles.
- Instructors must all hold the necessary Public Liability insurance, a valid first aid qualification and both an enhanced DBS check within 3 years from date of issue, and an in-date safeguarding qualification relevant to the group(s) being taught.
- Treat all young persons aged under 18 years of age with respect, dignity and courtesy.
- Recognise that they are in a "position of trust" and therefore bound by additional legislation protecting those aged 16/17 and under the aged of 18yrs old, regarding sexual activity being illegal even if there is consent.
- Always put the welfare of children first.
- Always work in an open environment avoiding any isolation, unobserved situation, encouraging an open and transparent club community.
- Keep physical contact to an absolute minimum.
- Never be alone with a child.
- Where physical contact is essential as part of the safe and structured learning process of the art, discipline or sport being practised, the instructor and/or teaching person must only do so with the consent of the child, remaining appropriate, non intrusive and ensuring that where physical contact is essential (for example, when assisting in an essential physical process for the purposes of safety, such as breakfalls) ensuring there is always two fully vetted and suitable adults present at all times.
- The involvement of parents / guardians is encouraged wherever possible, provided safeguarding of children remains the top priority and that any adult may not be given the opportunity to cause harm, distress or abuse to any children and / or vulnerable adults present.
- Not take photographs, videos or create any other forms of media featuring any children without written consent from the carer, guardian or parents in advance.

- Ensure that if the club embarks on any extra-curricular activities, safeguarding of children shall remain a top priority and furthermore, if classes are mixed in gender, both a vetted male and female member of the club must be present when out of the dojang.
- Remain an excellent role model both in and out of the dojang. This includes not smoking, drinking alcohol or using any foul language in front of any children.
- Ensure that any contact via social media or other digital formats are recorded and minimised. No instructor and/or club official should have any communication with children via any forms of social media without explicit consent and supervision by the parents. In these rare occasions, there must be more than one club staff member added to these social media conversations.
- Recognise the development needs and capacity of the children in the class and not risk sacrificing welfare or safety for the club or instructor's personal gain.
- In relation to the above this also means avoiding excessive training and / or competitions and not pushing the student if they are not fully confident.
- Secure written parental consent for the club to act in loco parentis, to give permission for the administration of emergency first aid or other medical treatment if the need arises, ensuring medical conditions and pre-existing injuries and allergies are recorded.
- Keep thorough records of any injuries or near misses that have occurred, along with details of any treatment given and further communication with parents / guardians and/or children.
- Follow club guidelines and other club policy relating to good practice or best practice.

Proaction Martial Arts® Limited remains committed to ensuring prevention via professional, competent club governance at all times.

Raising Concerns Or Making A Disclosure

Proaction Martial Arts® Limited will always ensure that in any case where a child might directly confide to any form of abuse, that the club must take immediate steps to safeguard that person effectively. Where concerns are raised by a third party, or by suspicions held by the instructor or club, the below checklist shall be maintained wherever possible but in all instances, the club will escalate and report in full on all occasions.

If a child indicates that they are being abused, the instructor to whom the disclosure is made will;

- stay calm so as not to frighten the child.
- reassure the child that they are not to blame and that it was right to inform.
- listen to the child, showing that they are being taken seriously.
- keep questions to a minimum so that there is a clear and accurate understanding of what has been said. The law is very strict and child abuse cases have been dismissed where it is felt that the child has been led or words and ideas have been suggested during questioning. Accordingly, the instructor must only ask questions to clarify details – not to question further.
- inform the child that the instructor will have to inform other people about what they have disclosed. The instructor must ensure the child understands this is in confidence, on a needs-must basis and is to help stop the abuse continuing.
- safety of the child or vulnerable adult is paramount. If the child needs urgent medical attention, the instructor will call an ambulance, inform the doctors of the concern and ensure they are made aware that this is a child protection / safeguarding issue.
- record all information
- report the incident to the club/welfare officer and, where appropriate to the association without delay

If the instructor is not clear on what action is required and there is a real or immediate threat to the child, they should contact the Police on 999.

Where there is confusion on what should happen next, the instructor should not delay by contacting the local authority designated officer (LADO) on 0300 126 7000 or click to [complete online form](#) or contact the NSPCC on their helpline 0808 800 5000 or email help@nspcc.org.uk.

Key Contacts

Key contacts for Proaction Martial Arts® Limited are as follows;

Directors: Tom Nicholson and Jas Nicholson

E-Mail Address: safeguarding@martialartslessons.co.uk

Telephone Number: 07717116115

Address: 15 Osyth Close, Brackmills Industrial Estate, Northampton. NN4 7DY

Welfare Officer / Safeguarding Lead Officer - Jas Nicholson

If you have any questions about this Policy, please contact us.

Signed by:

A handwritten signature in black ink, appearing to read 'Tom Nicholson', with the Roman numeral 'VII' written below it.

Signature: Tom Nicholson, Chief Instructor and Director, on behalf of Proaction Martial Arts Limited.

Date: Jan 2026

Review date: Jan 2027

This document must be reviewed no less than once per year.



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