

KARATE *& Dance* **FEDERATION**

Karate & Dance Federation

Health & Wellbeing Policy

Policy Overview Information

Policy Title	Health & Wellbeing
Author	Mr. Jake Byrne
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Authorised By	Mr. Jake Byrne
Agreed By	Mr. Neil Byrne
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Policy Logistics

This policy is intended for the Karate & Dance Federation, which means that both companies within this umbrella organisation must adhere to the policies and procedures in place. These companies are: Central Karate Academy CIC and Midlands Dance Academy Ltd.

Umbrella organisation and governance structure

The Karate & Dance Federation operates as an umbrella organisation responsible for the strategic governance, safeguarding oversight, and operational standards applied across its constituent entities. While Central Karate Academy CIC and Midlands Dance Academy Ltd are separate legal entities with distinct legal structures, they function collectively under the Federation for the purposes of policy implementation, safeguarding assurance, quality control, and risk management.

All policies issued under the name of The Karate & Dance Federation establish a single, consistent framework of expectations, procedures, and standards that apply across both organisations. This ensures that children, families, staff, volunteers, and external partners experience the same level of protection, professionalism, and accountability regardless of which legal entity is delivering a particular activity.

Where statutory, regulatory, or reporting obligations differ due to the legal status of each entity, those obligations are met within the relevant organisation. However, the highest standard of practice set out within Federation policy will always apply. No individual, department, or entity operating within the Federation may adopt a lower standard than that required by Federation policy.

Ultimate responsibility for ensuring compliance with Federation policies sits with the Federation's senior leadership, who retain oversight of safeguarding, health and safety, professional conduct, and quality assurance across all activities delivered under the Federation name.

1. Policy statement and commitment

The Karate & Dance Federation is committed to promoting the **physical, mental, and emotional wellbeing** of all students, staff, volunteers, and visitors.

Wellbeing is integral to learning, participation, and safeguarding. This policy ensures that all activities, classes, and events are delivered in a way that protects participants' health, encourages healthy lifestyles, and supports mental resilience.

2. Scope and application

This policy applies to:

- All students, children, and young people attending Federation classes, gradings, performances, or events
- All staff, volunteers, and contractors involved in teaching, supervision, or administration
- Parents, carers, and visitors engaged with the Federation

It covers both **physical wellbeing**, including fitness, injury prevention, and safety, and **mental wellbeing**, including stress management, emotional resilience, and support for mental health concerns.

3. Physical wellbeing

The Federation promotes physical health through:

- Structured warm-ups, cool-downs, and stretching in all classes
- Safe use of equipment, mats, and props
- Risk assessments for all activities and events, including off-site trips
- Encouraging hydration, rest, and appropriate nutrition during sessions
- Access to first aid provision, with records maintained in **MyKDF**

Students and staff are educated on the importance of safe practice, injury prevention, and reporting any physical concerns promptly.

4. Mental and emotional wellbeing

The Federation recognises the importance of mental health and emotional resilience:

- Staff are trained to recognise signs of stress, anxiety, or emotional distress in students and colleagues
- Supportive communication, mentoring, and positive reinforcement are standard practice
- Students have access to supportive staff for confidential discussion of concerns
- Referrals to external professional support are facilitated where appropriate
- Breaks, rest periods, and balanced workloads are promoted to prevent burnout

5. Staff and volunteer wellbeing

The Federation acknowledges that staff and volunteers' wellbeing is critical for the safe and effective delivery of services:

- Induction and ongoing training include wellbeing awareness, stress management, and safeguarding
- Staff are encouraged to report concerns about workload, stress, or health issues to senior leadership
- Mental health and wellbeing support, including confidential guidance, is accessible

6. Creating a positive environment

The Federation fosters wellbeing by:

- Promoting inclusivity, respect, and positive relationships
- Encouraging teamwork, peer support, and social cohesion
- Providing a safe, clean, and accessible environment
- Monitoring wellbeing through observations, feedback, and **MyKDF** records

7. Roles and responsibilities

- **Senior Leadership:** Ensure wellbeing policies are implemented, monitor trends, and provide support systems
- **Staff & Volunteers:** Promote positive wellbeing, model healthy behaviour, and report concerns promptly
- **Students:** Engage with wellbeing practices, communicate needs, and respect others
- **Parents & Carers:** Support wellbeing initiatives and communicate concerns to staff

8. Monitoring and review

The Federation monitors wellbeing through:

- Feedback from students, parents, staff, and volunteers
- Observation of participation and engagement
- Incident reporting and risk assessments recorded in **MyKDF**

This policy is reviewed annually or sooner if required due to operational, legislative, or safeguarding developments.