



ARMY PARACHUTE ASSOCIATION

Airfield Camp, Netheravon, SALISBURY,
Wiltshire SP4 9SF



Telephone 01980 670734

Email skydive@netheravon.com

Website www.netheravon.com

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Army Parachute Association – Safeguarding Adults Policy and Procedures

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1. Introduction and Scope

The Army Parachute Association (APA), in accordance with UK legislation and British Skydiving (BS) regulations, is committed to creating and maintaining a safe, inclusive and positive environment that safeguards the welfare of adults involved in the sport of skydiving at Netheravon.

This Adult Safeguarding Policy and Procedures apply to all individuals aged 18 and over who participate in skydiving activities at the APA, including staff, instructors, coaches, volunteers, members, carers and visitors. It explains what adult safeguarding means and outlines the actions to take if a safeguarding concern arises.

The safeguarding of children and young people under the age of 18 is covered in a separate policy document.

The APA recognises its duty of care and is committed to taking all reasonable steps to safeguard adults from harm, abuse or neglect, and to act promptly where concerns are identified.

2. Policy Statement and Commitment

The APA believes that all adult members have the right to participate in skydiving safely, enjoyably and with dignity and respect. The APA is committed to promoting the wellbeing of all adults involved in the sport through the adoption of robust safeguarding policies, procedures and guidance, and by fostering a positive safeguarding culture within the Parachute Training Organisation (PTO).

The APA will:

- Safeguard all adults, including adults at risk.
- Promote equality, respect and inclusion.
- Encourage individuals to raise concerns and ensure appropriate action is taken.
- Work in partnership with statutory agencies, including the Police and Adult Social Care.
- Ensure safeguarding responsibilities are understood at all levels of the organisation.

All members are required to comply with this policy. Any queries regarding its application should be directed to the APA Safeguarding Lead (SL), **Alice Jackson**.

3. Definitions

Adult – Any person aged 18 years or over.

Adult Safeguarding – Protecting a person's right to live in safety, free from abuse and neglect.

Adults at Risk - In line with the Care Act 2014, an Adult at Risk is a person aged 18 or over who:

- Has needs for care and support (whether or not the local authority is meeting those needs), and
- Is experiencing, or is at risk of, abuse or neglect, and
- As a result of those needs, is unable to protect themselves from the abuse or neglect.

An adult may be considered temporarily or situationally at risk, and risk may fluctuate over time.

Examples relevant to skydiving may include (but are not limited to):

- Adults with learning disabilities participating in tandem jumps or AFF training
- Adults with epilepsy, PTSD, anxiety disorders, depression or other mental health conditions
- Adults with communication difficulties, including sensory impairments
- Individuals who are temporarily vulnerable, for example:
 - Following a serious incident, near miss or injury
 - Experiencing shock, distress or acute anxiety after a jump
 - New students unfamiliar with the environment, terminology and authority structures

Abuse – A violation of an individual's human or civil rights by another person or persons.

Capacity – The ability to make a specific decision at a particular time, as defined by the Mental Capacity Act 2005. Capacity is always presumed unless proven otherwise.

Care and Support – Practical, emotional or financial assistance that enables an adult to live independently.

PTO – A British Skydiving affiliated Parachute Training Organisation.

Safeguarding Lead (SL) – **Alice Jackson** is the designated individual responsible for leading adult safeguarding at the APA and acting as the first point of contact for concerns.

4. Roles and Responsibilities

Safeguarding is the responsibility of everyone involved in the APA. No single individual holds sole responsibility.

APA Safeguarding Lead (SL)

The SL will:

- Act as the initial point of contact for safeguarding concerns.
- Implement reporting and recording procedures.
- Liaise with the BS Safeguarding & Compliance Manager and statutory agencies.
- Promote good safeguarding practice across the APA.

All APA Members

All adults involved with the APA have a duty of care towards others and must:

- Be familiar with this policy and associated guidance.
- Recognise and report safeguarding concerns.
- Act in a manner that promotes safety, dignity and respect.

5. Legal and Policy Framework

This policy is informed by, and complies with, relevant UK legislation and guidance, including:

- Care Act 2014
- Mental Capacity Act 2005
- Equality Act 2010
- Data Protection Act 2018 and GDPR
- British Skydiving Adult Safeguarding Policy

6. Principles of Adult Safeguarding

Safeguarding practice at the APA is underpinned by the six principles of the Care Act 2014:

- **Empowerment** – Supporting informed choice and consent.
- **Prevention** – Acting before harm occurs.

- **Proportionality** – Using the least intrusive response.
- **Protection** – Supporting those at greatest risk.
- **Partnership** – Working collaboratively with agencies and communities.
- **Accountability** – Acting transparently and responsibly.

The APA is committed to *Making Safeguarding Personal*, ensuring safeguarding responses are person-led and outcome-focused, ensuring adults are involved in decisions about their own safety wherever possible.

The APA recognises that safeguarding risks may present differently within a high-risk, instructor-led sport such as skydiving.

Safeguarding responses will always:

- Be person-centred
- Take account of the physical and psychological demands of skydiving
- Consider power imbalance inherent in training, instruction and assessment

7. Wellbeing and Mental Health in Skydiving

The APA recognises that wellbeing includes physical, mental, emotional and social health. Mental wellbeing is a key consideration in skydiving training and participation and may affect an individual's ability to learn, cope with pressure and respond to incidents.

The APA promotes:

- Open conversations around mental health.
- Positive stigma reduction.
- Appropriate support and reasonable adjustments where required.

Skydiving is a physically and psychologically demanding activity. The APA recognises that mental health and emotional wellbeing may:

- Affect decision-making and consent
- Impact learning, confidence and risk perception
- Be influenced by exposure to incidents, high-stress situations or performance pressure

The APA promotes:

- Open, non-judgemental conversations about mental wellbeing
- Early identification of distress or vulnerability

- Reasonable adjustments where appropriate
- A culture where raising concerns is encouraged and supported

8. Information Sharing and Confidentiality

Information sharing will be carried out in line with GDPR and the Data Protection Act 2018, following the government's seven golden rules for safeguarding information sharing.

Information will be:

- Shared only when necessary and proportionate.
- Shared with consent wherever possible.
- Recorded accurately and stored securely.

Confidentiality will be maintained at all times, and information will only be shared on a need-to-know basis.

9. Safe Recruitment

The APA is committed to safe recruitment practices to deter and prevent unsuitable individuals from working with adults at risk.

Recruitment procedures ensure:

- Clearly defined roles and responsibilities.
- Appropriate vetting and checks.
- Compliance with the BS DBS Policy.

10. Recognising Abuse and Neglect

Abuse and neglect may occur in any context. Types of abuse include, but are not limited to:

- Physical abuse
- Sexual abuse
- Emotional or psychological abuse
- Financial or material abuse
- Discriminatory abuse
- Organisational abuse

- Neglect and self-neglect
- Domestic abuse
- Modern slavery
- Cyber bullying
- Mate crime
- Radicalisation
- Hate crime
- Female genital mutilation (FGM)
- Forced marriage

Indicators may include unexplained injuries, changes in behaviour, withdrawal from activities, fear of individuals, poor hygiene, or disclosures of abuse.

Abuse and neglect may occur in any setting, including sporting environments.

Sport-Specific Safeguarding Risks in Skydiving

Examples of risks within the skydiving environment may include:

- **Power imbalance** between instructors, coaches and students
(e.g. dependency on instructors for progression, qualification or clearance to jump)
- **Coercion or pressure**
(e.g. encouraging a jump when an individual appears distressed, fatigued or reluctant)
- **Inappropriate physical contact**
(beyond what is necessary for safety or instruction)
- **Emotional or psychological abuse**
(e.g. humiliation, intimidation, or threats related to progression)
- **Financial exploitation**
(e.g. pressure to purchase unnecessary training, kit or jumps)
- **Neglect or unsafe practice**
(e.g. ignoring medical disclosures, fatigue, or known vulnerabilities)

Indicators of abuse may include changes in behaviour, withdrawal from jumping, fear of specific individuals, unexplained distress, or disclosures of concern.

11. Responding to Safeguarding Concerns

It is not the responsibility of any individual to determine whether abuse has occurred. All concerns must be responded to and reported.

- In an emergency or where a crime is suspected, contact the police immediately.
- Report concerns to the SL as soon as possible.
- If the SL is implicated, report directly to the BS Safeguarding Lead.

All safeguarding concerns must be taken seriously.

- **Do not promise confidentiality**
- **Do not investigate**
- **Do not judge**
- **Do not delay**

If someone discloses a concern:

- Listen calmly and respectfully
- Reassure them they have done the right thing
- Record the information as soon as possible

12. Reporting Procedures

The SL will:

- Record concerns accurately, distinguishing fact from opinion.
- Seek consent where the adult has capacity, unless others are at risk.
- Submit referrals via the *My Concern* online portal.
- Liaise with BS and statutory agencies as required.

All safeguarding records will be kept confidential and secure.

Safeguarding concerns must be reported as soon as possible.

- In an emergency or where a crime is suspected, contact the Police immediately
- Report all concerns to the APA Safeguarding Lead (SL)
- If the concern involves the SL, report directly to the British Skydiving Safeguarding Lead

All concerns will be:

- Recorded accurately
- Managed confidentially
- Shared only on a need-to-know basis

Adult Safeguarding Reporting Flowchart

Concern Identified or Disclosure Made



Is anyone in immediate danger?



YES

NO



Contact Police or

Emergency Services
(999) as appropriate

Report concern

to APA Safeguarding Lead



Safeguarding Lead assesses concern and records information



Consent sought where appropriate (unless others are at risk)



Referral made via My Concern and/or statutory agencies



Ongoing liaison, support and review

13. Media and Confidentiality

No member should comment to the media on safeguarding matters. All media enquiries must be referred to the BS Safeguarding & Compliance Manager.

14. Review and Monitoring

This policy will be reviewed annually or sooner if required by changes in legislation, guidance or organisational practice.

The APA will monitor safeguarding concerns to:

- Identify themes or patterns
- Improve practice and training
- Ensure risks within the skydiving environment are addressed proactively

15. Appendices

Appendix A – Useful Contacts

Social Care Services

Your local County Council or unitary local authority website will list numbers for Adult Services, generally with separate numbers for Adult Social Care and for the Emergency Duty Team (out of hours service).

Ann Craft Trust

The Ann Craft Trust (ACT) supports organisations in the statutory, independent and voluntary sectors across the UK to protect disabled children and adults at risk.

‘Safeguarding Adults in Sport and Physical Activity’ is a programme supported by Sport England to help sport organisations to develop best practice in safeguarding adults at risk. They provide a range of resources and training.

Tel: 0115 9515 400

Website: anncraftrtrust.org/safeguarding-adults-sport-activity/

The following is a small selection of charities that support people with different needs and disabilities. A more comprehensive list can be found in the Resource Pack on the Ann Craft Trust website.

- Action on Elder Abuse helpline | 0808 808 8141 | elderabuse.org.uk
- Dementia UK | 0800 888 6678 | dementiauk.org
- Mencap Direct | 0808 808 1111 | help@mencap.org.uk | mencap.org.uk

- MIND – mental health charity | 0300 123 3393 | info@mind.org.uk | mind.org.uk
- National Autistic Society | 0808 800 4104 | autism.org.uk
- Victim Support | 0808 168 9111 | victimsupport.org.uk
- Stonewall – LGBTQIAP+ Advice 0800 050 2020 | stonewall.org.uk

16. Policy Approval, Review and Sign-off

Policy approved by: APA Chief Operating Officer

Signature: M Bayada

Date: 11/02/2026

Safeguarding Lead: Alice Jackson

Date of last review: 28/01/2026

Date of next review: 27/01/2027