



## **Pewsey Community Area Partnership**

### **Movement & Music Together**

### **Operational Terms of Reference**

The Pewsey Community Area Partnership has commissioned a series of 6 fortnightly sessions of light exercise to run between 4<sup>th</sup> October 2019 and 13<sup>th</sup> December 2019 (all Fridays) at Pewsey Bowls Club from 11am to 12.15pm.

These sessions are targeted at anyone who needs to get back to exercise, does not have regular exercise, is isolated or would benefit from the social interaction within the group.

The Instructor is Henrietta MacKinnon.

The Coordinator is Sylvie Clayden.

The Safeguarding Lead is Dawn Wilson.

The PCAP Coordinator is Susie Brew.

There will be two responsible adults at each of the sessions. The responsible adults are DBS checked. The Instructor holds relevant qualifications.

If for any reason, there are not two responsible adults at any of the sessions, the session will be cancelled.

Assessment forms will be completed for each person attending to assess their suitability to the exercise when they first join the group.

The Pewsey Community Area Partnership's public liability insurance will be used as cover for these sessions.

A risk assessment will be performed for the venue by the Safeguard Lead.

Any incidents at all at any of the sessions will be reported to the Safeguarding Lead by email by the Coordinator.

Pewsey Community Area Partnership, the Coordinator and the Instructor have the right to refuse entry to a participant. The 'Exercise Notice' must be displayed at every class.

If a session needs to be cancelled in advance, then the Coordinator should contact the participants by phone or email to let them know.