

Conflict of Interest Policy

Introduction

Move the Mind Learning is a company established to provide Alternative Provision (AP) for children and young people who are unable to access full-time mainstream education or who require additional support to engage with learning.

As part of the Alternative Provision programme, learners may participate in activities delivered by Move the Mind, including horse riding, horse care, animal care, and therapeutic or wellbeing-focused sessions. These activities may be delivered by staff, volunteers, coaches, instructors, or professionals who are also involved in other Move the Mind services.

Purpose

The purpose of this policy is to ensure that any actual, potential, or perceived conflicts of interest are identified, declared, and appropriately managed to safeguard children and maintain professional boundaries.

Potential Conflicts of Interest

A conflict of interest may arise where:

- A member of staff, volunteer, instructor, employer, contractor, or visitor already knows a child attending the Alternative Provision through another Move the Mind service or activity.
- An individual has a personal, family, social, professional, or financial relationship with a learner or their family.
- A learner accesses multiple services within Move the Mind and develops relationships with adults outside of the Alternative Provision setting.
- An employee or volunteer has prior involvement with a child through another educational setting, community organisation, sporting activity, or support service.

Declaration of Interests

All staff, volunteers, instructors, contractors, and visitors must disclose any existing relationship or connection with a child attending Move the Mind Learning as soon as they become aware of it.

This disclosure should be made to the Designated Safeguarding Lead (DSL) or the Director of Move the Mind Learning and recorded appropriately.

Managing Conflicts of Interest

Where a conflict of interest is identified, the DSL or Director will assess any potential risks and determine appropriate actions. These may include:

- Monitoring interactions between the adult and child.
- Adjusting responsibilities where appropriate.
- Ensuring that professional boundaries are maintained at all times.
- Providing supervision or additional oversight where necessary.
- Recording the conflict of interest and any actions taken.

The existence of a prior relationship will not automatically prevent an individual from working with a child; however, all decisions will be made in the best interests of the child and with safeguarding as the primary consideration.

Professional Boundaries

All staff, volunteers, instructors, and contractors must maintain professional boundaries with learners regardless of any previous relationship through Move the Mind or external activities.

No adult should use their position within the Alternative Provision for personal benefit or allow a prior relationship to influence decisions regarding a learner's welfare, support, assessment, attendance, or access to services.

Review and Monitoring

Any declared conflicts of interest will be reviewed regularly by the DSL and senior leadership team to ensure that appropriate safeguards remain in place.

Policy Approval

Approved by: N Gillard

Position: Director

Date: September 2026

Review Date: September 2027