

WILDHeart Safeguarding Policy & Approach

Last updated: August 2026

Review date: August 2027

Responsible person: Kessie Hodges, Founder, WILDHeart Studio

Location: 77 Stokes Croft, Bristol, BS1 3RD

1. Our commitment

WILDHeart exists to create a professional, welcoming and supportive environment where creative people can work, learn, connect and build sustainable careers.

We believe everyone who participates in WILDHeart activities has the right to feel safe, respected and able to participate without experiencing abuse, harassment, discrimination, bullying, exploitation or other harm.

Safeguarding is everyone's responsibility. We take a proportionate and practical approach appropriate to the activities we deliver and the people we work with.

Our current community programmes are designed for adults aged 18 and over. If WILDHeart begins working with under-18s, this policy will be reviewed and additional safeguarding measures, training and checks will be introduced before those activities begin.

2. Who this applies to

This approach applies to:

- WILDHeart members and programme participants
- Coaches, mentors and workshop facilitators
- Hosts, volunteers and contractors
- Visiting practitioners and speakers
- Anyone delivering activities on behalf of WILDHeart

3. What we mean by safeguarding

Safeguarding means taking reasonable steps to prevent harm and responding appropriately if a concern arises.

This includes concerns relating to:

- abuse or neglect
- bullying, harassment or intimidation

- discrimination or hate-based behaviour
- sexual harassment or inappropriate sexual behaviour
- exploitation or coercion
- financial exploitation
- inappropriate behaviour by people in positions of trust
- concerns about an adult who may be particularly vulnerable or at risk

We recognise that people may have different needs and experiences, and that some people may face additional barriers to feeling safe or participating fully.

4. Creating a safe environment

WILDHeart will:

- Treat everyone with dignity and respect.
- Maintain clear behavioural expectations for members, staff, facilitators and visitors.
- Not tolerate bullying, harassment, discrimination or abusive behaviour.
- Take reasonable steps to ensure activities and spaces are physically safe.
- Make it clear how people can raise a concern.
- Take concerns seriously and respond proportionately.
- Protect confidentiality wherever possible while recognising that information may need to be shared where there is a serious risk of harm.
- Ensure external practitioners delivering workshops are appropriately experienced for the activity they are delivering.
- Review safeguarding arrangements as WILDHeart grows and the nature of our activities changes.

5. Professional boundaries

WILDHeart provides coaching, mentoring, workspace and creative community. These relationships are supportive but remain professional.

Coaches, facilitators and team members should:

- Maintain appropriate professional boundaries.
- Avoid exploiting their position of trust.

- Respect participants' privacy and confidentiality.
- Avoid inappropriate physical contact.
- Never use a participant's personal circumstances for personal, financial or sexual advantage.
- Raise concerns if they believe another person working with WILDHeart is behaving inappropriately.

6. Raising a safeguarding concern

Anyone who has a concern about their own safety or someone else's safety should speak to Kessie Hodges as soon as possible.

Concerns can be raised verbally or in writing.

Safeguarding contact:

Kessie Hodges
WILDHeart Studio
77 Stokes Croft
Bristol BS1 3RD

Where appropriate, concerns will be recorded, considered and acted upon.

If someone is in immediate danger, the appropriate emergency service should be contacted first.

Where a concern involves Kessie Hodges, the person raising the concern should seek support from an appropriate external organisation or safeguarding service rather than raising the matter directly with her.

7. Responding to disclosures

If someone tells a member of the WILDHeart team about abuse, harm or a safeguarding concern, we will:

1. Listen calmly and take the person seriously.
2. Avoid promising absolute confidentiality.
3. Avoid investigating or asking leading questions.
4. Record the concern accurately and factually.
5. Consider what immediate action is required to protect the person or others.
6. Seek appropriate specialist advice or make a referral where necessary.

7. Keep information limited to those who need to know.

8. Data and confidentiality

Safeguarding information will be handled sensitively and stored securely.

Information will only be shared where there is a legitimate reason to do so, including where sharing is necessary to protect someone from serious harm or where required by law.

WILDHeart's Privacy Policy explains how personal information is collected, stored and used.

9. Review

This policy will be reviewed at least annually and sooner if:

- WILDHeart begins working with under-18s;
- the nature or scale of our community programmes changes;
- a safeguarding incident or concern identifies a need for improvement;
- relevant legislation or good practice changes.

Policy owner: Kessie Hodges

Next review: August 2027