

CHECKLIST

Duty of Care Checklist

Before you teach, in the room, and after class — the professional habits that hold your duty of care together.

YOGAPROS

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Compliance & Safety

A decorative graphic in the bottom right corner of the page. It features a large, solid purple circle representing a head, and a stylized, angular purple shape below it representing a body in a yoga pose, possibly a Warrior II or a similar standing pose. The shape is composed of several straight lines meeting at sharp angles, creating a modern, geometric silhouette.

◆ CONTENTS

What's *inside*.

-
- 01 Introduction
 - 02 Before you teach
 - 03 The teaching environment
 - 04 Student communication
 - 05 During class
 - 06 Safeguarding, boundaries and inclusion
 - 07 After class
 - 08 Self-assessment & reflection
 - 09 Important
-

◆ INTRODUCTION

This template provides a practical starting point for planning, recording, and reviewing your professional practice. Adapt it to suit your role, teaching environment, students, and any relevant legal, safeguarding, or insurance requirements.

◆ BEFORE YOU TEACH

Professional *standards*.

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- ☐ My membership is current.
 - ☐ My insurance is valid and appropriate for the activities I teach.
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CHECKLIST

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- ☐ I complete regular Continuing Professional Development (CPD).
 - ☐ I understand when a referral is more appropriate than giving advice.
-

Class Planning

-
- ☐ I have planned the class appropriately for the students attending.
 - ☐ I understand any relevant medical information that students have chosen to share.
 - ☐ I have considered appropriate adaptations.
 - ☐ I avoid making assumptions about students' abilities.
 - ☐ I have an emergency contact procedure.
-

◆ THE TEACHING ENVIRONMENT

Safety

-
- ☐ The venue is clean and suitable.
 - ☐ Floors are safe.
 - ☐ Equipment is in good condition.
 - ☐ Walkways are clear.
 - ☐ Emergency exits are accessible.
 - ☐ I know the venue's emergency procedures.
 - ☐ Students know what to do in an emergency.
-

◆ STUDENT COMMUNICATION

Before Class

CHECKLIST

- ☐ Students have been encouraged to disclose injuries or health conditions.
- ☐ Students understand yoga is voluntary.
- ☐ Students know they can rest at any time.
- ☐ Expectations are explained clearly.

During Class

- ☐ I provide clear instructions.
- ☐ I encourage students to work within their own limits.
- ☐ I offer options rather than pressure.
- ☐ I observe students throughout class.
- ☐ I adapt teaching where appropriate.
- ☐ I maintain professional boundaries.

Hands-On Assists

- ☐ I obtain informed consent before using physical adjustments.
- ☐ Students know they can decline adjustments.
- ☐ I use adjustments only where appropriate.
- ☐ My touch is respectful and proportionate.
- ☐ I continually monitor student comfort.

Safeguarding

CHECKLIST

- ☐ I know my safeguarding responsibilities.
- ☐ I understand when concerns should be reported.
- ☐ I know where to seek support.
- ☐ I recognise the limits of my role.
- ☐ I keep appropriate records where necessary.

Professional Boundaries

- ☐ I do not diagnose injuries.
- ☐ I do not prescribe treatment.
- ☐ I do not provide counselling unless qualified.
- ☐ I avoid making medical claims.
- ☐ I refer students appropriately.

Inclusion

- ☐ I create an inclusive environment.
- ☐ I avoid discriminatory language.
- ☐ I make reasonable adjustments where possible.
- ☐ Students feel respected regardless of age, ability, gender, ethnicity, religion or background.

◆ AFTER CLASS

- ☐ I encourage feedback.

CHECKLIST

- ☐ I record incidents where appropriate.
- ☐ I reflect on what went well.
- ☐ I identify any improvements.
- ☐ I complete follow-up actions where necessary.

◆ DUTY OF CARE SELF-ASSESSMENT

Rate *yourself*.

I understand my duty of care.	☐	☐	☐	☐	☐
	1	2	3	4	5
I teach within my competence.	☐	☐	☐	☐	☐
	1	2	3	4	5
I understand safeguarding responsibilities.	☐	☐	☐	☐	☐
	1	2	3	4	5
I maintain professional boundaries.	☐	☐	☐	☐	☐
	1	2	3	4	5
I regularly review my teaching practice.	☐	☐	☐	☐	☐
	1	2	3	4	5

◆ REFLECTION

Ask yourself:

- What am I doing well?
- Where could I improve?
- What CPD would strengthen my duty of care?
- Are there any risks I haven't considered?
- Do I need to review my policies or procedures?

CHECKLIST

Notes:

IMPORTANT

This checklist is provided for general awareness, professional orientation, and reference only. It is an example of points you may wish to consider and is not exhaustive, nor is it a substitute for professional legal, tax, insurance, safeguarding, or other advice specific to your individual circumstances.

YOGA PROS

*A Learning Hub resource from the Compliance
& Safety team — helping members teach with
confidence.*

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