

Warminster Adventure Sports Club

Safeguarding Policy

approved at committee meeting (date)

The policies and guidelines referenced within this document are those of British Canoeing. The principles of both the policy and the guidance documents are based on our collective moral and ethical duty to ensure children and vulnerable people can enjoy kayaking and canoeing in a safe environment and as such they reflect current the best practice and legislative framework. Warminster Adventure Sports Club adopts, endorses and will uphold British Canoeing's policies and guidelines.

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DUTY OF CARE

Warminster Adventure Sports Club is committed to ensuring that all those taking part in kayaking/canoeing are able to do so protected and kept safe from harm. This is particularly true in respect of children and vulnerable people. We all have a duty with respect to safeguarding and protecting children and vulnerable people to ensure they can participate and enjoy our sport with the highest possible standards of care.

All coaches, volunteers and providers should have a clear understanding of operating within an appropriate code of ethics, aware of what their 'duty of care' is and how this relates to their position in providing activities and being responsible for others.

The definition of 'duty of care' is: "The duty which rests upon an individual or organisation to ensure that all reasonable steps are taken to ensure the safety of any person involved in any activity for which that individual or organisation is responsible" .

In an activity such as kayaking/canoeing, safety and keeping people safe is all about risk assessment and minimising the risks involved at all levels of participation. While all taking part in activity have a

duty to their neighbours, in organised activity we all have a heightened duty of care and as such we should be aware that the principal risks extend to the quality of control exercised by those in charge.

Coaches, volunteers, referees, officials or administrators should all take 'reasonable' steps to safeguard those directly taking part in activities and at any time they may be deemed responsible for those in their charge - in vehicles, during journeys to and from the activity, during events, team training events and camps etc.

The content of this document provides specific information in respect of safeguarding and protecting children and vulnerable people in order that everyone can appreciate their 'duty of care' with regard to these issues, risk assess their positions and support and advise those at risk.

PADDLESAFE

The welfare of children and vulnerable people is everyone's responsibility, particularly when it comes to protecting from abuse. Everyone in Warminster Adventure Sports Club can help - administrator, club official, coach, parent, friend and children and vulnerable people themselves. Abuse can occur wherever there are children and vulnerable people - at home, at school, in the park, at the club. Sadly, there are some people who will seek to be where children are simply in order to abuse them. All members of Warminster Adventure Sports Club have a moral responsibility and therefore a part to play in looking after children and vulnerable people.

Whilst the welfare of children and vulnerable people is Truro Canoe Club's first consideration in establishing safeguarding policies and procedures, the club has also taken account of the needs of coaches, particularly where falsely accused. Truro Canoe Club's safeguarding policy ensures that coaches and club officials are provided with access to confidential advice, guidance and support, separately to that provided for those with concerns that abuse may be taking place. The club's safeguarding procedures stem from the following principles:

- The child or vulnerable person's welfare is paramount.
- Anyone under the age of 18 is classed as a child.
- All children and vulnerable people have a right to be protected from abuse.
- The obligation to respect and promote the rights, wishes and feelings of children and vulnerable people in line with the UN Convention on the Rights of the Child.

INDICATIONS OF ABUSE

There are physical and behavioural signs that might raise your concern about the welfare or safety of a child or vulnerable person. They are only indicators - not confirmation. Some examples are where the child or vulnerable person:

- Says that she/ he is being abused, or another person says they believe (or actually know) that abuse is occurring.
- Has an injury for which the explanation seems inconsistent.

- Exhibits behaviour changes, either over time or quite suddenly, becoming aggressive, withdrawn or unhappy.
- Appears not to trust adults, e.g. a parent or coach with whom she/ he would be expected to have, or once had, a close relationship.
- Shows inappropriate sexual awareness for her/his age and sometimes behaves in a sexually explicit way.
- Becomes increasingly neglected looking in appearance, or gains/loses weight for no apparent reason.

WHAT TO DO IF YOU HAVE A CONCERN

If you have concerns about the welfare of a child or vulnerable person please remember the golden rule: it is not your responsibility to decide whether a child is being abused - but it is your responsibility to pass the information on to the appropriate person. Make a detailed note of what you have seen or heard but do not delay passing on the information. If you are a club member, or the parent/carer or friend of a member of club member you should:

- Inform the Club Safeguarding Officer of your concerns. If at an event inform the Event Welfare Officer - unless, of course you suspect them of being involved OR
- Contact the British Canoeing Safeguarding Lead Officer: phone 0115 8968842 email: safeguarding@britishcanoeing.org.uk OR
- If you need urgent advice contact the NSPCC Child Protection 24 hours Help Line: Phone 0808 800 5000.

If you are the Warminster Adventure Sports Club Safeguarding Officer you can:

- Talk to the children and vulnerable people 's parents/carers about the concerns if you think there may be an obvious explanation such as a bereavement or pressure from their studies/exams.
- If you need urgent advice contact the NSPCC Child Protection 24 hours Help Line, your local social services department or, in an emergency, the Police.
- If you are working with paddlers away from home, at a training camp, perhaps, or a national/ regional competition - tell the team manager.
- When concerns have been reported to the NSPCC, police or social services you are also required to contact British Canoeing Safeguarding Officer to advise them of your concern and to whom you have reported it.

WHAT SHOULD YOU DO IF A CHILD OR VULNERABLE PERSON MAKES AND ALLEGATION?

- Stay calm.
- Do not promise to keep it to yourself.
- Listen to what the child or vulnerable person says and take it seriously.

- Only ask questions if you need to identify what the child is telling you – do not ask about explicit details.
- Make a detailed note of what the child has told you but do not delay passing on the information.

WHAT SHOULD YOU DO IF YOU HAVE ALLEGATIONS MADE AGAINST YOU?

If, as a coach or volunteer, you have had allegations made against you and you wish to discuss the matter with an impartial adviser you could contact the British Canoeing Safeguarding Officer (contact details above) who will advise you of what support may be available.

APPENDICES:

1. DEFINITIONS OF ABUSE

It is generally acknowledged that there are five main types of abuse in relation to children and vulnerable people - Physical, Sexual, Emotional, Neglect and Bullying. Physical abuse is just what the term implies - hurting or injuring a child e.g. by hitting, shaking, squeezing, burning or biting them. In sport this might result if the nature or intensity of training is inappropriate for the capacity of the performer or where drugs are tolerated or advocated. Bullying is likely to come into this category. Sexual Abuse is where young people are used by adults to meet their own sexual needs. It could range from sexually suggestive comments to full intercourse and includes the use of pornographic material. Emotional abuse occurs when a child is not given love, help and encouragement and is constantly derided or ridiculed e.g. racial or sexual remarks. It can also occur if a child is over protected. Abuse can occur where a parent or coach has unrealistic expectations over what a child can achieve. Neglect is failing to meet children's basic needs such as care and attention, food, warmth, adequate clothing, and medical attention or constantly leaving them alone. It could also mean failing to ensure they are safe or exposing them to harm or injury. Bullying can be committed by an adult - the parent/carer who pushes too hard, the coach who adopts a win-at-all-costs philosophy or adult paddlers who attempt to assert unacceptable behaviour on younger paddlers to make them unwelcome or prevent them using club equipment. Bullying can also occur between young and/or vulnerable people.

2. GOOD PRACTICE GUIDELINES

- Avoid situations where you are alone with one child or vulnerable person. It is acknowledged that occasionally there may be no alternative, for example, where a child or vulnerable person falls ill and has to be taken home. However, one to one contact must never be allowed to occur on a regular basis.
- If any form of physical support is required, ask the child or vulnerable person's permission, explain what you are doing and why to both to them and their parents/carers.
- Where possible ask parents/carers to be responsible for children or vulnerable persons in changing rooms.
- Where possible, there should not be a time when one adult is alone in a changing room when U18's are present and vice versa.
- Where there are mixed teams/groups away from home, they should always be accompanied by an adult male and female coach/helper.
- Do not allow physically rough or sexually provocative games, or inappropriate talking or touching.
- If it is necessary to do things of a personal nature for a child or vulnerable person, make sure you have another adult accompanying you. Get the consent of the parent/carer and if possible the child or vulnerable person. Let them know what you are doing and why.
- Ensure that any claims of abuse by a child or vulnerable person are taken seriously and that it is dealt with appropriately.

- Ensure that the nature and intensity of training does not exceed the capacity of a child or vulnerable person's body and ability.
- Follow the recognised guidelines for photography and video.
- What if you accidentally hurt a child or vulnerable person? - You should report such an incident immediately to another club coach/official and make a written note of it. You should also inform the child or vulnerable person's parents/carers, preferably in person.
- Is touching OK? If a coaching technique would benefit from physical contact or support then first asks the child or vulnerable person's permission (e.g. would you mind if I held your shoulders to show you what I mean?). It is useful to take time to explain why and how this is used to the child or vulnerable person and their parent or carer.

3. DUTIES OF THE WARMINSTER ADVENTURE SPORTS CLUB SAFEGUARDING OFFICER:

- Promote a culture of openness, honesty, fairness and respect across the club in accordance with the highest standards of safeguarding and the club's safeguarding policy.
- Ensure that all club members are aware of the club's safeguarding policy, know who the Safeguarding Officer is and how to contact her/him.
- Review and update the club safeguarding policy when necessary in line with British Canoeing guidance.
- Ensure club volunteers, helpers and staff have the disclosure in place and have completed training prior to being deployed in their role, renewing DBSs and training when necessary.
- Maintain the list of DBS'd club personnel.
- Act as the Event Welfare Officer for all club organised events where non-club members participate
- Work with an Assistant Safeguarding Officer to cover periods of absence. In these instances the Assistant Safeguarding Officer assumes all duties.