

Frensham Pond Sailing Club (the Club) Safeguarding and Child Protection Policy (includes the activities of Frensham Pond Sailability (Sailability))

This Policy is based on the RYA equivalent dated January 2016 and approved at the Club's General Committee Meeting - 5th January 2017.

(It replaces the existing policy dated December 2006)

For further information please refer to the RYA Policy and Guidelines at:

<http://www.rya.org.uk/about-us/rya-policies/safeguarding/Pages/CP-policy-guidelines.aspx>

Policy Statement on Child Protection and Vulnerable Adults is as follows:

As defined in the Children Act 1989, for the purposes of this policy anyone under the age of 18 should be considered as a child. The policy also applies to vulnerable adults.

It is the policy of the Club and Sailability to safeguard children and young people taking part in boating from physical, sexual or emotional harm. We will take all reasonable steps to ensure that, through appropriate procedures and training, children and vulnerable adults participating in our activities do so in a safe environment. We recognise that the safety and welfare of such people is paramount and that all children and vulnerable adults, irrespective of sex, age, disability, race, religion or belief, sexual identity or social status, have a right to protection from abuse.

We will actively seek to:

- Create a safe and welcoming environment, both on and off the water, where children and vulnerable adults can have fun and develop their skills and confidence.
- Recognise that safeguarding children is the responsibility of everyone, not just those who work with children and vulnerable adults.
- See that training and events are run to high appropriate safety standards.
- Regularly review ways of working to incorporate best practice.

We will:

- Treat all children and vulnerable adults with respect and celebrate their achievements.
- Carefully recruit and select all volunteers, employees and contractors.
- Respond swiftly and appropriately to all complaints and concerns about poor practice or suspected or actual child abuse.

This policy relates to all volunteers, employees and contractors who work with children or vulnerable adults in the course of their Club and Sailability duties. It will be kept under periodic review.

Any reference to a child in this document also refers to a vulnerable adult.

Implementation of Safeguarding Procedures

All applications, whether for voluntary or paid work, will be subject to an appropriate level of scrutiny.

All Club volunteers and staff over the age of 18 whose role brings them into regular contact with young people will be asked to provide references and complete a self-declaration form. The Club Safeguarding Officer and those regularly instructing, coaching or supervising young people will also be asked to apply for an Enhanced Disclosure and Barring Service (DBS) certificate, with Barred List check as appropriate. These should be renewed on a 5 yearly basis.

New volunteers will be used in controlled/low risk activities until references, self-declaration and, if required, DBS checks are obtained.

For new volunteers a recent DBS check at enhanced level from other registered bodies that is less than 5 years old will be acceptable on sight.

Responsibility for identifying helpers requiring screening is as follows:

Section	Responsible Person	Self-Declaration Form	References	Enhanced DBS Check
General Club Membership	Safeguarding Officer			Safeguarding Officer
Sailability	Sailability Safeguarding Co-ordinator	Yes	Yes	Sailing Captain Duty Sailing Masters Schools leaders Safety Officer Training Officer Hoist lead and operators Youth Group leaders Helms Trustees
Cadets	Safeguarding Co-ordinator	Yes	Yes	Cadet Class Captain
Coaches	Class responsible			All coaches
Tera	Safeguarding Co-ordinator	Yes	Yes	Tera Class Captain
Optimists	Safeguarding Co-ordinator	Yes	Yes	Optimist Trainer
RYA Training	Safeguarding Co-ordinator			RYA Training Principal, RYA SIs and DIs
Club Staff	Safeguarding Co-ordinator			Club Manager

Issue, receipt and processing of self-declaration forms, references and DBS Certificates to lie with the Club Safeguarding Officer and the Sailability Safeguarding Co-ordinator. See Appendix 1 for Terms of Reference.

The designated groups above will define their own recruitment and screening procedures.

Group Membership's are responsible for their own Safeguarding while on site

Good Practice

All members of the club should follow the good practice guidelines and should be aware of the guidance on recognising abuse, please see Appendix 2.

Changing Rooms

The Club has separate male and female changing rooms and a unisex disabled toilet. It recognises the sensitivity of changing rooms and showers and Club members are asked to be aware of the sensitivity of being unsupervised in the changing rooms.

Confidentiality & Data Storage

All personal information will be treated as confidential, stored securely and only shared with those who need to see it in the course of their duties or to protect children and vulnerable adults. When data is no longer relevant it will be destroyed securely, e.g. by shredding.

Concerns

Anyone who is concerned about a young member's or participant's welfare, either outside the sport or within the Club, should inform the Club Safeguarding Officer or the appropriate Safeguarding Co-ordinator immediately, in strict confidence.

FPSC Safeguarding Officer - Chris Ellis

Email: alark@btinternet.com

Phone: 01256 703 402, 07917 365 457

Sailability Safeguarding Co-ordinator - Katie Apse

Email: katieapse@hotmail.com

Phone: 07733 331 037

Appendices

Appendix 1 Safeguarding Officer & Co-ordinators Terms of Reference

Appendix 2 Good Practice Guidelines
Child Abuse – Definition and how to recognise

5th January 2017