

Tudor Sailing Club Child Protection Policy and Procedures

Policy Statement

It is the policy of Tudor Sailing Club to safeguard children and young people taking part in boating from physical, sexual or emotional harm or neglect. The Club will take all reasonable steps to ensure that, through appropriate procedures and training, children participating in Club activities do so in a safe environment. We recognise that the safety and welfare of the child is paramount and that all children, whatever their age, gender, disability, culture, ethnic origin, colour, religion or belief, social status or sexual identity, have a right to protection from abuse.

For the purposes of this policy anyone under the age of 18 should be considered as a child. All members of the Club should be aware of the policy.

Club Welfare Officer

The Club Welfare Officer is
(Telephone, e-mail, mobile etc)

Parental Responsibilities.

Unlike many similar organisations, TSC operates a policy that parents must remain at the club at all times when their children are taking part in organised activities at the Club. The *primary* responsibility for supervising and safeguarding children at all times when off the water rests with their parents.

Cadet Leaders

The club maintains and publishes a list of volunteer organisers of Club Cadet sessions known as Cadet Leaders. These are formally appointed by the Executive Committee following a formal review of their relevant experience and suitability to supervise sailing and waterbourne activities by children and young people. Organised waterbourne activities for children and young person's will be supervised by a Cadet Leader.

Disclosure and Barring Checks

The procedures in place at TSC ensure that the only persons who undertake activity that "*involves regularly caring for, training, supervising or being solely in charge of persons under 18*" are The Club Welfare Officer and Cadet Leaders. These people will be asked to provide a Disclosure and Barring Service (DBS) certificate. TSC will make use of the service provided by the RYA to administer DBS checks and follow their guidance in relation to the result of any such check.

Good Practice

All members of the Club will be issued with and should follow the Tudor Sailing Club Child protection good practice guidelines which are modelled on the RYA guidance. Adults that are regularly involved with the TSC cadet program will be asked to sign a copy of the guidelines each year in order to remind them of their contents.

Cadet Leaders and the club welfare officer should be familiar with the RYA guidance on recognising abuse.

Showers and Changing Rooms

Given the layout of TSC it is impractical to avoid adults being present in the showers and changing rooms at times when children are changing. It is advised that they are accompanied by another adult. When leaving a changing area, adults should try to avoid leaving another adult in a situation where they might be on their own with children for more than a few moments.

Photography and Social Media

From time to time members of the club may take photos and video in the public areas of the club and on the water. The club also occasionally posts photographs on the club website and on social media. The club

operates an opt-out policy for photography. Parents and carers are asked to explicitly opt out if they do not want their children to be photographed at organised events.

Club members are explicitly asked not to “tag” photographs of children in social media unless they have the explicit permission of the family concerned.

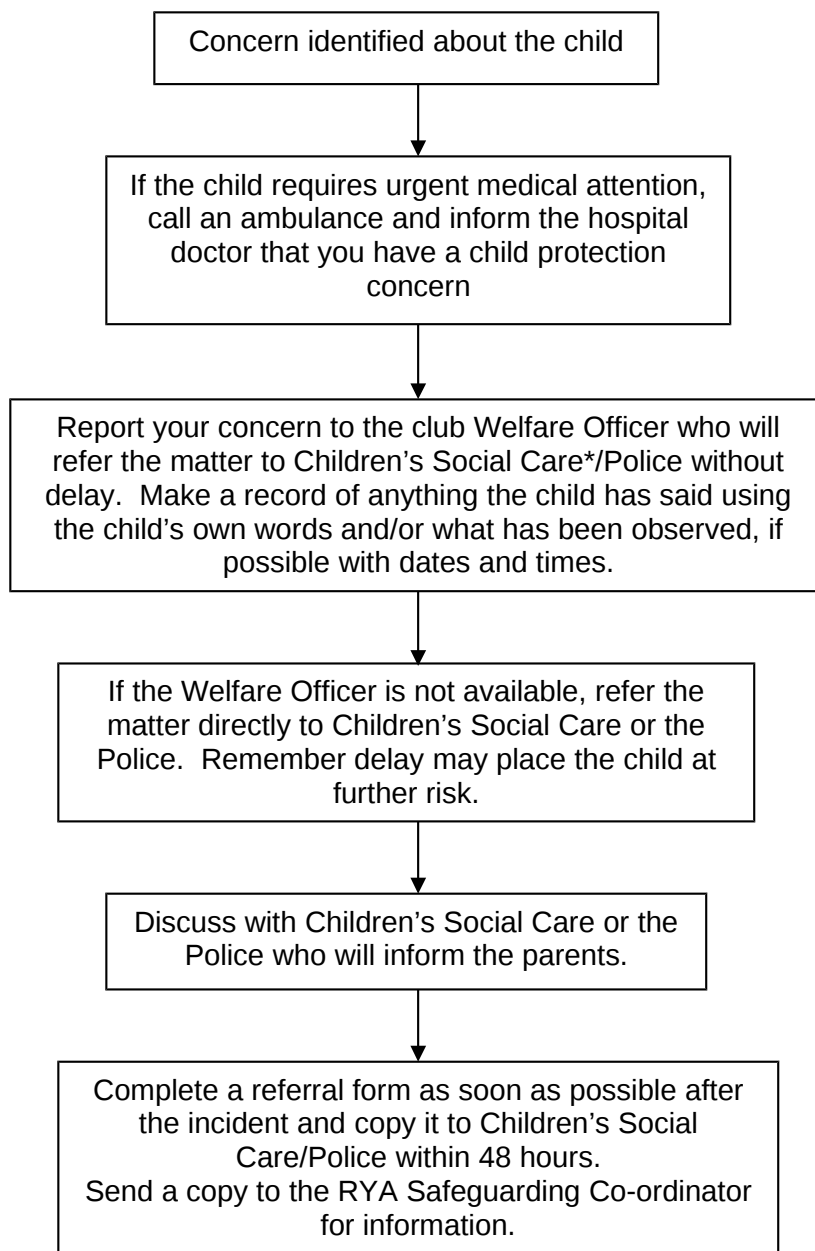
Parents and spectators should be prepared to identify themselves if requested and state their purpose for photography/filming. If the Club publishes images of children, no identifying information other than names will be included and names will only be used with parental permission. Any concerns about inappropriate or intrusive photography or the inappropriate use of images should be reported to the Club Welfare Officer.

Concerns

Anyone who is concerned about a young member’s welfare or the behaviour of a member, adult or child, either outside the sport or within the Club, should inform the Club Welfare Officer immediately, in strict confidence. The Club Welfare Officer will follow the attached procedures.

In the event that a child protection concern is reported to the Welfare Officer he/she will follow advice from Childrens Social Care on actions to be taken by the club.

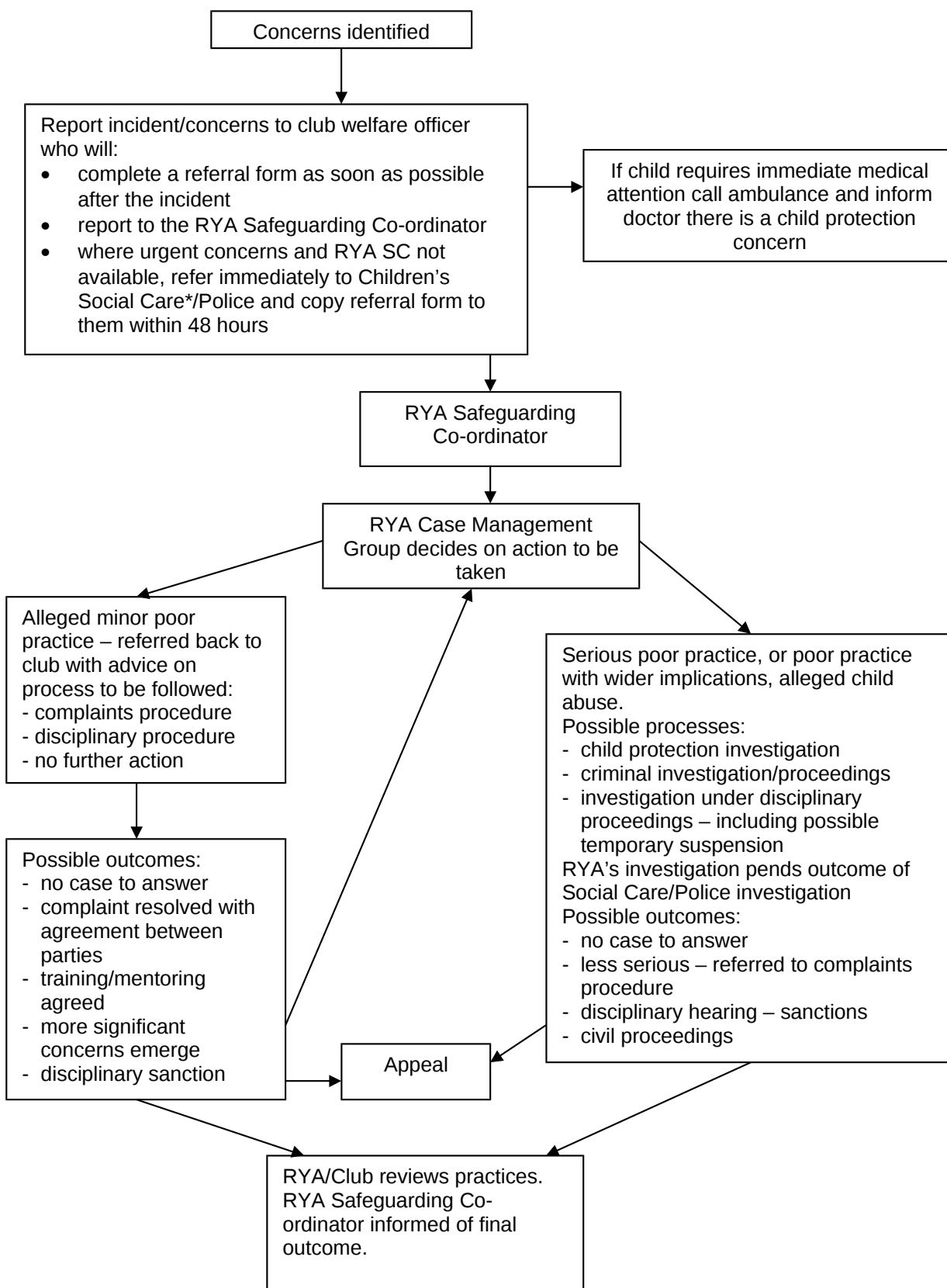
RYA Standard Flowchart 1 – What to do if you are worried that a child is being abused outside the sailing environment (but the concern is identified through the child's involvement in sailing)



If you are uncertain what to do at any stage, contact the RYA's Child Protection Co-ordinator on 023 8060 4104 or the NSPCC free 24 hour helpline 0808 800 5000.

* Details available from RYA Safeguarding Co-ordinator.

RYA Standard Flowchart 2 – What to do if you are concerned about the behaviour of any member, volunteer, staff, coach or official working for the RYA or an RYA affiliated/recognised organisation such as Tudor Sailing Club.



* Details available from RYA Safeguarding Co-ordinator.

Safeguarding and Child Protection referral form

Date and time of incident	
Name and position of person about whom report, complaint or allegation is made	
Name and age of child involved	
Nature of incident, complaint or allegation (continue on separate page if necessary)	
Action taken (continue on separate page if necessary)	
If Police or Children's Social Care Services contacted, name, position and telephone number of person handling case	
Name, organisation and position of person completing form	
Contact telephone number	
Signature of person completing form	
Date and time form completed	
Name and position of organisation's child protection/welfare officer or person in charge (if different from above)	
Contact telephone number	

This form should be copied, marked 'Private and Confidential', to the RYA Safeguarding Co-ordinator, Jackie Reid, RYA House, Ensign Way, Hamble, Southampton, SO31 4YA (023 8060 4104)

and to the statutory authorities (if they have been informed of the incident) within 48 hours of the incident.