

Beer Sailing Club: Safeguarding and Child Protection Policy and Guidelines

Policy Statement

Beer Sailing Club is committed to safeguarding children taking part in its activities from physical, sexual or emotional harm, neglect or bullying. We recognise that the safety, welfare and needs of the child are paramount and that any child, irrespective of age, disability, race, religion or belief, sex, sexual or gender identity or social status, has a right to protection from discrimination and abuse.

Beer Sailing Club takes all reasonable steps to ensure that, through appropriate operating procedures and training, it offers a safe and fun environment to children taking part in organised events and activities.

We aim to create a safe and welcoming environment, both on and off the water, for children and their families, where everyone can have fun and develop their skills and confidence. We will treat all children with respect, celebrate their achievements and listen to their views and experiences.

This policy refers to anyone under the age of 18, defined as a child by the Children Act 1989. This policy applies to all Beer Sailing Club members, employees, contractors and volunteers.

Club Welfare Officer:

Sarah Taylor

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Procedures

At Beer Sailing Club, parents or guardians are responsible for their children's welfare and conduct at all times. Children under the age of 16 must be accompanied by a parent, an appointed guardian or a carer who takes on that parental responsibility.

All adults should contribute to the club's overall duty of care, be aware of their club's safeguarding policy, and know what to do if they are concerned about a young person.

On the water, racing will be conducted in accordance with the RYA Racing Charter which encourages fair, enjoyable and safe racing for all, in compliance with the rules, and states that 'foul or abusive language, intimidation, aggressive behaviour or lack of respect for others and their property will not be tolerated'.

For their own protection, members should avoid putting themselves in a situation that could be misinterpreted. This includes:

- Trying to avoid using the changing rooms when children are present or, if this is unavoidable, ensuring other adults are also present in the changing room at the time. If a child is having difficulty with a wetsuit or buoyancy aid, they should be encouraged to ask a friend to help if possible – if a child does need adult assistance it should be in full view of others, preferably other adults.

- Avoiding spending any significant time alone with children, other than those in their own care. Members must not give a child a lift in their car or take children into their home as part of organised Sailing Club activities. Where any of these situations are unavoidable, members must ensure that they occur with the full knowledge and consent of the child's parent, guardian, or carer or, failing that, agreement from a Committee member.
- Members should think very carefully before contacting a young person on their mobile phone, through email or social media. In general, contact with children should be through group communications. If it is essential to send an individual message, this should also be communicated to the parent, guardian, or carer if at all possible, and all communication should only concern organisational matters.

Members must never:

- engage in rough, physical or sexually provocative games or activities.
- allow or engage in inappropriate touching of any form.
- use inappropriate language themselves when with children are present or allow children to use inappropriate language unchallenged.
- make sexually suggestive comments to a child, even in fun.
- fail to respond to an allegation made by a child; always act.
- do things of a personal nature that children can do for themselves.

In an emergency situation, members should have confidence in handling a child, whether it's rescuing them from the water or giving first aid. Members should try to tell the child what they are planning to do before they do it, and they should then make a written record of the incident at the earliest opportunity.

Beer Sailing Club does not run activities specifically for children and young people on a regular basis. As such, members who do patrol boat duty or provide support for club activities, both on and off the water, should be made aware of the Safeguarding Policy but will not be subject to DBS checks.

A member who has a concern involving the behaviour of an adult towards a child at the club, or involving something that has happened to the child outside the club should act on their concern, although it is not the responsibility of the club member to investigate further. Children may confide in adults they trust, in a place where they feel comfortable; allegations may range from verbal bullying, to inappropriate contact online, to neglect or emotional abuse, to physical or sexual abuse. A child should be listened to and a record of anything the child discloses or that has been observed should be made. The child should not be questioned, but it must be made clear to the child that the information must be passed on in order to help them. The information should be given to the club's Safeguarding Officer; if a member believes the child is at immediate risk of harm, they should call the Police.

Parents or guardians must give their written consent for their child to participate in any club activity, including volunteering.

Consent to take photographs or video at club events is requested on the Beer Sailing Club Membership Application Form, in accordance with the club's GDPR Policy. The recording of images or video using any type of camera or photographic equipment is not permitted in the changing room areas.

Beer Sailing Club: Safeguarding and Child Protection Code of Conduct

It is the policy of Beer Sailing Club that all participants, coaches, instructors, officials, parents and volunteers show respect and understanding for each other, treat everyone equally within the context of the sport and conduct themselves in a way that reflects the principles of the club. The aim is for all participants to enjoy their sport and to improve performance.

Abusive language, swearing, intimidation, aggressive behaviour or lack of respect for others and their property will not be tolerated and may lead to disciplinary action.

Children are expected to:

- Listen to and accept what you are asked to do to improve your performance and keep you safe
- Respect other participants, coaches, instructors, officials and volunteers
- Abide by the rules and play fairly
- Do your best at all times
- Never bully others either in person, by phone, by text or online
- Take care of all property belonging to other participants, the club or its members

Parents should:

- Support your child's involvement and help them enjoy their sport
- Help your child to recognise good performance, not just results
- Never force your child to take part in sport
- Never punish or belittle a child for losing or making mistakes
- Encourage and guide your child to accept responsibility for their own conduct and performance
- Respect and support the instructor or volunteers organising the activity
- Accept officials' judgements and recognise good performance by all participants
- Use established procedures where there is a genuine concern or dispute
- Inform the club or event organisers of relevant medical information
- Ensure that your child wears suitable clothing and has appropriate food and drink
- Provide contact details and be available when required
- Take responsibility for your child's safety and conduct

Coaches, Instructors, Officials and Volunteers must:

- Consider the welfare and safety of participants before the development of performance
- Encourage participants to value their performance and not just results
- Promote fair play and never condone cheating
- Ensure that all activities are appropriate to the age, ability and experience of those taking part
- Build relationships based on mutual trust and respect

- Work in an open environment
- Avoid unnecessary physical contact with young people
- Be an excellent role model and display consistently high standards of behaviour and appearance
- Not drink alcohol or smoke when working directly with young people
- Communicate clearly with parents and participants
- Be aware of any relevant medical information
- Follow Beer Sailing Club guidelines and policies
- Holders of RYA Instructor and Coach qualifications must also comply with the RYA Code of Conduct
- Holders of RYA Race Official appointments must also comply with the RYA Race Officials Code of Conduct.

August 2020

Beer Sailing Club – Safeguarding Adults at Risk Policy and Guidelines

Policy Statement

Beer Sailing Club is committed to safeguarding adults at risk taking part in its activities from physical, sexual, psychological, financial or discriminatory abuse or neglect. We recognise that everyone, irrespective of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, pregnancy and maternity, marriage or civil partnership or social status, has a right to protection from discrimination and abuse.

Beer Sailing Club takes all reasonable steps to ensure that, through appropriate operating procedures and training, it offers a safe environment to adults at risk participating in its activities. All participants will be treated with dignity and respect.

This policy refers to anyone aged 18 or over who may be defined by the Care Act 2014 as an 'Adult at Risk', who is in need of care or support, and who because of those needs is unable to safeguard themselves at all times.

The policy applies to all Beer Sailing Club members, employees, contractors and volunteers.

Club Welfare Officer:

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Procedures

Beer Sailing Club recognises it is important to develop a culture where adults at risk, their carers and others feel able to raise concerns, knowing that they will be taken seriously and treated with an appropriate level of confidentiality.

On the water, racing will be conducted in accordance with the RYA Racing Charter which encourages fair, enjoyable and safe racing for all, in compliance with the rules, and states that 'foul or abusive language, intimidation, aggressive behaviour or lack of respect for others and their property will not be tolerated'.

When adults at risk are taking part in club activities, it is important that communication is clear, appropriate and suited to the needs of the individual, and their understanding and expectations should be checked to avoid any misunderstandings.

For their own protection, members should avoid putting themselves in a situation that could be misinterpreted. This includes:

- Always trying to work in an open environment in view of others.
- Avoiding spending any significant time working with adults at risk in isolation.
- Members must not take an adult at risk in their car unless they are certain the individual has the capacity to decide to accept a lift. Similarly, members must not take an adult at risk into their home as part of organised Sailing Club activities. Where any of these situations are unavoidable, members must ensure that they occur with the full knowledge and consent of the person's carer or, failing that, agreement from a Committee member.
- If an adult at risk is having difficulty with a wetsuit or buoyancy aid, or in need of physical assistance or support, help should be given in full view of other adults.
- Great care should be taken before communicating via a mobile phone, through email or social media to avoid anything that might be misunderstood or shared inappropriately. In general, contact should only be through group communications. If it is essential to send an individual message to a person who has a learning disability or other impairment that might affect their understanding, a copy must also be sent to their carer, and all communication should only concern organisational matters.

Members must never:

- engage in rough, physical or sexually provocative games or activities.
- allow or engage in inappropriate touching of any form.
- use inappropriate language.
- make sexually suggestive comments, even in fun.
- fail to respond to an allegation made by an adult at risk; always act.
- do things of a personal nature that the person can do for themselves.

It may sometimes be necessary to do things of a personal nature to help someone with a physical or learning disability. These tasks should only be carried out with the full understanding and consent of both the individual (where possible) and their carer. In an emergency situation which requires this type of help, if the individual lacks the capacity to give consent, the carer should be fully informed as soon as possible. In such situations it is important to ensure that anyone present is sensitive to the individual and undertakes personal care tasks with the utmost discretion.

Beer Sailing Club does not run activities specifically for adults at risk on a regular basis. As such, members who do patrol boat duty or provide support for club activities, both on and off the water, should be made aware of the Safeguarding Policy but will not be subject to DBS checks.

Consent to take photographs or video at club events is requested on the Beer Sailing Club Membership Application Form, in accordance with the club's GDPR Policy. The recording of images or video using any type of camera or photographic equipment is not permitted in the changing room areas.

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Beer Sailing Club: Adults at Risk Code of Conduct

Participants are expected to:

- Listen to and accept what you are asked to do to improve your performance and keep you safe
- Respect other participants, coaches, instructors, officials and volunteers
- Abide by the rules and play fairly
- Do your best at all times
- Never bully others either in person, by phone, by text or online
- Take care of all property belonging to other participants, the club or its members

Carers must:

- Accept that adult participants have a right to take risks and to take decisions about their welfare, unless they lack the capacity to do so as defined by the Mental Health Act 2005
- Support the participant's involvement and help them enjoy their sport
- Help the participant to recognise good performance, not just results
- Never force the participant to take part in sport
- Never punish or belittle the participant for losing or making mistakes
- Encourage and guide the participant to accept responsibility for their own conduct and performance
- Respect and support the instructor/coach/volunteer
- Accept officials' judgements and recognise good performance by all participants
- Use established procedures where there is a genuine concern or dispute
- Inform the club or event organisers of relevant medical information
- Ensure that the participant wears suitable clothing and has appropriate food and drink
- Provide contact details and be available when required
- Take responsibility for the participant's safety and conduct in and around the clubhouse, beach area and as requested by club volunteers

Coaches, Instructors, Officials and Volunteers must:

- Consider the welfare and safety of participants before the development of performance
- Encourage participants to value their performance and not just results
- Promote fair play and never condone cheating
- Ensure that all activities are appropriate to the age, ability and experience of those taking part
- Build relationships based on mutual trust and respect
- Work in an open environment
- Avoid unnecessary physical contact with adults at risk

- Be an excellent role model and display consistently high standards of behaviour and appearance
- Not drink alcohol or smoke when involved in organised activities on the water
- Communicate clearly with participants and carers
- Be aware of any relevant medical information
- Follow RYA and club/class guidelines and policies
- Holders of RYA Instructor and Coach qualifications must also comply with the RYA Code of Ethics and Conduct
- Holders of RYA Race Official appointments must also comply with the RYA Race Officials Code of Conduct.