



# Chipstead Sailing Club

## Safeguarding Protection Policy and Code of Practice

**‘Safeguarding is everyone’s responsibility’**

### Policy Statement

Chipstead Sailing Club (CSC) is committed to safeguarding, from physical, psychological, financial, discriminatory, sexual or emotional harm, neglect or bullying of those taking part in its activities.

CSC will take all reasonable steps to ensure that through appropriate procedures and training, it offers those participating in Club activities do so in a safe and fun environment. We recognise that the safety, welfare and needs of participants are paramount and that all participants irrespective of age, disability, race, religion or belief, sex, sexual or gender identity or social status, have a right to protection from discrimination and abuse.

CSC will respond swiftly and appropriately to all complaints and concerns about poor practice or suspected or actual abuse.

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. In this policy the terms ‘Children’ and Young people are both used, recognising that older teenagers may prefer not to be referred to as ‘children’ although, they are still in the eyes of the law.

The Care Act 2014 defines ‘Adults at Risk’ as people aged 18 or over who are in need of care or support, and because of those needs are unable to safeguard themselves at all times. The policy also applies to Adults at Risk or vulnerable adults. All members of the Club should be aware of the Policy.

The experience of the sport is our priority. CSC will create a safe and welcoming environment, both on and off the water, where participants can have fun and develop their skills and confidence. We will treat all with respect, dignity, celebrate their achievements and listen to their views and experiences.

This policy will be kept under periodic review and implemented by a set of processes, procedures and guidelines.

N.B. CSC requires that a Parent or Guardian must be on Club premises when children under the age of 16 are using the Club facilities.

**The General Committee of the Club will appoint a Club Welfare Officer whose role is:**

- to maintain this policy and associated procedures compatible with RYA policy and procedures
- to ensure that relevant volunteers are aware of and follow the procedures, including implementing safe recruitment procedures



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- to advise the General Committee of safeguarding issues
- maintain contact details for local Children and Adult Services and the Police.

## If there are concerns

- Be the 1<sup>st</sup> Point of contact for any concerns or allegations, ensuring that confidentiality is maintained in all cases.
- Decide on the appropriate action to be taken, in line with the organisations' procedures and in conjunction with the person in charge (Commodore, Principal etc.)
- Keep the RYA Informed as necessary (see flow charts)
- The RYA designated person is the RYA Safeguarding and Equality Manager. Tel 0238 060 4104 email: [safeguarding@rya.org.uk](mailto:safeguarding@rya.org.uk) or RYA Safeguarding Manager 0238 060 4226

## Club Welfare Officer

The CSC Club Welfare Officer is: Lesley Dutton

Telephone: 01959 575799 (H), 0789 505 2730 (M)

Email: [safeguarding@chipsteadsc.org.uk](mailto:safeguarding@chipsteadsc.org.uk)

## Volunteers

The Club Welfare Officer and those regularly instructing, coaching, or supervising adults at risk and young people will also be asked to apply for an Enhanced Criminal Records Disclosure, with Barred List check if appropriate. These persons will be asked to provide references and complete a self-disclosure form.

## Good Practice

All members of CSC should follow Good Practice guidelines and agree to abide by the Club Code of Conduct. A Good Practice Guide handout is available for all Instructors and Volunteers. Those working with adults at risk and young people should be aware of the guidance on recognising abuse set out in the CSC Recognising Abuse Policy.

At times when children are changing before or after junior/youth training or racing, adults are requested not to enter the showers and changing rooms. If this is unavoidable it is advised that they are accompanied by another adult. At these times, Wealden Sailability clients accompanied by carers will be restricted to using the disabled toilet or must be accompanied by a carer when using the changing rooms. During schools training sessions all instructors will be restricted to using the disabled toilet for changing.

CSC will seek written consent from the child and their parents/carers before taking photos or video at an event or training session or publishing such images. Parents and spectators should be prepared to identify themselves if requested and state their purpose for



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photography/filming. If the Club publishes images of children, no identifying information other than names will be included. Any concerns about inappropriate or intrusive photography or the inappropriate use of images should be reported to the CSC Club Welfare Officer.

## **Concerns**

Anyone who is concerned about a participant's welfare, either outside the sport or within the Club, should inform the Club Welfare Officer immediately, in strict confidence. The CSC Club Welfare Officer will follow the prescribed procedures.

**Any member of the Club failing to comply with this Safeguarding Policy or any relevant Code of Conduct may be subject to disciplinary action by the Club**