



# CVLSC Safeguarding Policy (Children)

## Policy Statement

CVLSC aims to enable children and young people to enjoy the sport of sailing in a safe and welcoming environment.

CVLSC is committed to safeguarding, from physical, sexual or emotional harm, neglect or bullying, children taking part in its activities. We recognise that the safety, welfare and needs of the child are paramount and that all children, 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.

CVLSC takes all reasonable steps to ensure that, by providing volunteers with appropriate procedures and training, it offers a safe environment for all participants. Everyone will be treated with dignity and respect.

CVLSC recognises that safeguarding children is the responsibility of everyone, not just those who work directly with them.

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:

Rob Mitchell	president@chewvalleysailing.org.uk	01225 310989
(Helen Martin	commodore@chewvalleysailing.org.uk	07711 160790)

## Volunteers

Volunteers in regular contact with young people are members of the club or parents. Activities are carried out in groups. All instructors, the Youth Coordinator and youth fleet captains are expected to complete a self-declaration form which is held by the Welfare Officer. Other volunteers may be asked to complete the "CVLSC Self-Declaration Safeguarding Form" in "CVLSC Safeguarding Guidance and Procedures". The Club Welfare Officer and those regularly instructing, coaching or supervising young people may also be asked to apply for an Enhanced Criminal Records Disclosure, with Barred List check if appropriate.



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## Good Practice

All members of the Club should follow the Good Practice Guidelines (see page 3) and agree to abide by the Code of Conduct (see page 4) and the RYA Racing Charter contained in the Racing Rules of Sailing. Those working or volunteering with young people should be aware of the guidance on recognising abuse (see Appendix A of CVLSC Safeguarding Guidance and Procedures).

Individuals leading coaching or training should read the full document (CVLSC Safeguarding Guidance and Procedures)

It is advised that when children are changing before or after junior/youth training or racing, adults are accompanied by another adult.

The Club will seek written consent from parents/carers before taking photos or video of a child 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 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 Club Welfare Officer.

## 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 Welfare Officer immediately, in strict confidence. The Club Welfare Officer will follow the procedures outlined in the CVLSC Safeguarding Guidance and Procedures

Any member of the Club failing to comply with the Safeguarding Policy or any relevant Codes of Conduct may be subject to disciplinary action under Club Rule 3.19.



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## Good Practice Guide for Instructors, Coaches and Volunteers

This guide only covers the essential points of good practice when working with children and young people. You should also read the organisation's Child Protection Policy and Procedures which are available for reference at all times.

- Avoid spending any significant time working with children in isolation
- Do not take children alone in a car, however short the journey
- Do not take children to your home as part of your organisation's activity
- Where any of these are unavoidable, ensure that they only occur with the full knowledge and consent of someone in charge of the organisation or the child's parents
- Design training programmes that are within the ability of the individual child
- If a child is having difficulty with a wetsuit or buoyancy aid, ask them to ask a friend to help if at all possible
- If you do have to help a child, make sure you are in full view of others, preferably another adult
- Restrict communications with young people via mobile phone, e-mail or social media to group communications about organisational matters. If it's essential to send an individual message, copy it to the child's parent or carer.

### You should never:

- engage in rough, physical or sexually provocative games
- allow or engage in inappropriate touching of any form
- allow children to use inappropriate language unchallenged, or use such language yourself when with children
- 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.

It may sometimes be necessary to do things of a personal nature for children, particularly if they are very young or disabled. These tasks should only be carried out with the full understanding and consent of the child (where possible) and their parents/carers. In an emergency situation which requires this type of help, parents should be fully informed. In such situations it is important to ensure that any adult present is sensitive to the child and undertakes personal care tasks with the utmost discretion.



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## CVLSC Code of Conduct Junior and Youth Activities

It is the policy of CVLSC 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.**

### Participants - young sailors

- 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/class or its members

### Parents

- 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 coach
- 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 in and around the clubhouse/event venue



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## Coaches, Instructors, Officials and Volunteers

- 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
- Do 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 RYA and club/class 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.

If you are concerned that someone is not following the Code of Conduct, you should first inform the person in charge of the activity, or an officer of the club or if a safeguarding issue, the club Welfare Officer.