



# Safeguarding Children Policy and Procedures

# Safeguarding Children

## Policy Statement

It is the policy of Draycote Water Sailing Club to safeguard children and young people taking part in boating from physical, sexual, or emotional harm. 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, irrespective of sex, age, disability, race, religion or belief, sexual or gender identity or social status, 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 have access to the policy.

**'Safeguarding is everyone's responsibility'** (Statutory guidance 'Working Together to Safeguard Children' 2018)

## Club Welfare Officers

The Club Welfare Officers are

David Rowe

01788 814418/ 07429 388961

[training@draycotewater.co.uk](mailto:training@draycotewater.co.uk)

Chris Silver

01788 811153

## Staff and Volunteers

All Club staff and volunteers whose role brings them into regular contact with young people will be asked to provide references. The Club Welfare Officer and those regularly instructing, coaching, or supervising young people will also be asked to apply for an Enhanced Criminal Records Disclosure.

## Good Practice

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, email, or social media to group communications about organisational matters.
- If it is essential to send an individual message, copy it to the child's parent or carer

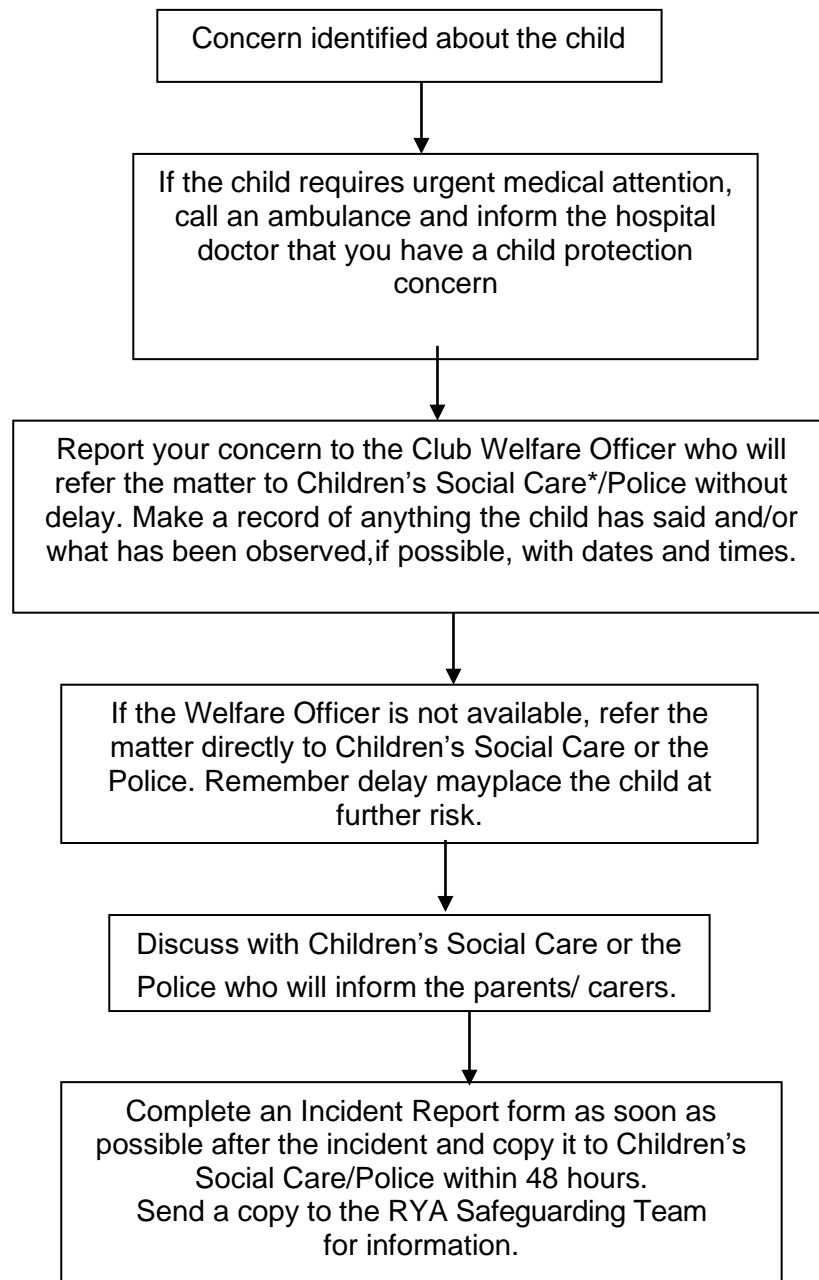
You should never:

- 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.

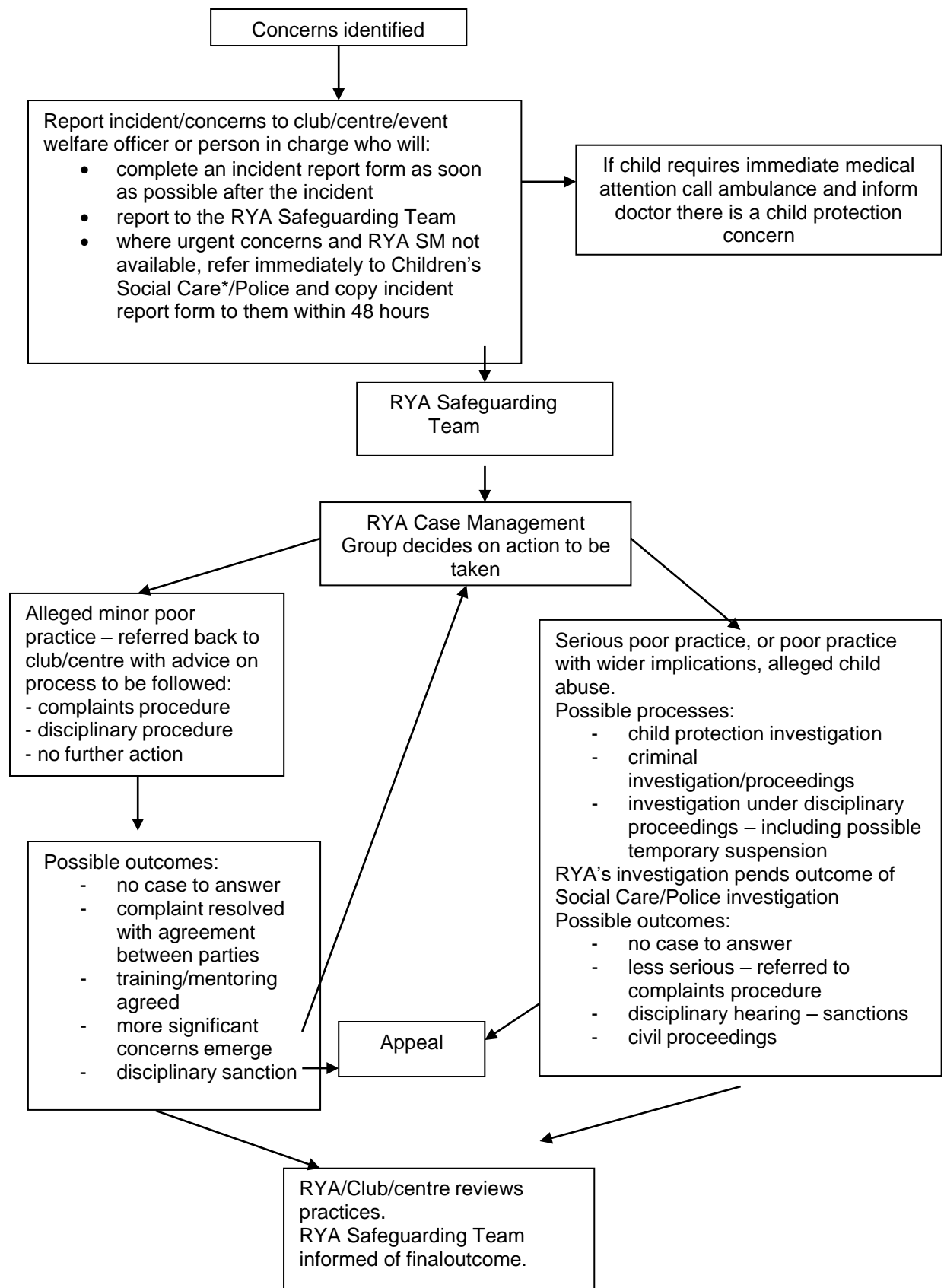
Adults are requested not to enter the showers and changing rooms at times when children are changing before or after junior/youth training or racing, or when children from affiliated clubs are changing. If this is unavoidable it is advised that they follow recent RYA best practice guidelines:

- Keep your swimming costume or shorts on when you shower.
- Make sure you are with another adult if there are children or young people present who are not in your care.
- Do not use any devices with recording or camera technology.
- If you notice something that does not look right, speak to a person in charge.

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



**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**



\* Note Warwickshire County Council Children's Social Care – report a concern on 01926 414144  
Lines are open from: Monday to Thursday 8.30am – 5.30pm, Fridays 8.30am – 5pm.  
Out of hours – please contact the emergency duty team on 01926 886922.

### **How to obtain an Incident Report Form**

DWSC Safeguarding/Child Protection Incident Report Forms are available from the shop or Bosun at Draycote Water Sailing Club, Kites Hardwick, Rugby, Warwickshire CV23 8AB. Tel 01788 811153

### **What to do if you are worried**

**If you are an adult with a concern about a child**, contact the Club's Welfare Officers: David Rowe or Chris Silver

Tel: 01788 811153 or 01788 814418

### **RYA Safeguarding Team**

Office opening hours 09:00 – 17:00 Monday to Friday

Out of Hours Service (urgent enquiries which cannot wait)

17:00 – 22:00 Monday to Friday

09:00 – 22:00 Bank Holidays

Telephone: 02380 012796 (choose option 1 for Safeguarding or option 3 for out of hours service).

e-mail [safeguarding@rya.org.uk](mailto:safeguarding@rya.org.uk)