



Whitehead Coastal Rowing Club

Safeguarding and Child Protection Policy

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Definitions

Adult at Risk: an adult who has care and support needs; is experiencing, or is at risk of abuse or neglect; and because of their care and support needs cannot protect themselves against actual or potential abuse or neglect.

Child: anyone under the age of eighteen years. Throughout this policy, we will refer to both children and young people as a child or children.

Child Abuse: physical, sexual, and/or emotional abuse and/or neglect. Note that abuse can take place in person and/or online, by other children and/or adults, including those in positions of trust;

- 1. Bullying: Bullying is behaviour that is usually repeated, intends to hurt someone physically or emotionally and can include physical assault, social bullying such as teasing, threatening behaviour, name-calling and cyber-bullying.**
- 2. Emotional Abuse: the ongoing emotional maltreatment of a child. It can involve deliberately trying to scare or humiliate a child or isolating or ignoring them and can seriously damage a child's emotional health and development. Children who are emotionally abused are often suffering from another type of abuse at the same time.**
- 3. Neglect: the ongoing failure to meet a child's basic needs. A child may be left hungry or dirty, without adequate clothing, shelter, supervision, medical or health care; maybe put in danger or not protected from physical or emotional harm. They may not get the love, care and attention they need from their parents/carers. A child who is neglected will often suffer from other abuse as well. Neglect can cause serious, long-term damage to a child.**
- 4. Physical Abuse: deliberately hurting a child including hitting, kicking, burning, slapping or throwing objects at a child, causing injuries such as bruises, broken bones, burns or cuts.**
- 5. Sexual Abuse: forcing or persuading a child to take part in sexual activities. It does not have to involve physical contact and it can happen on or off-line. Sometimes the child will not understand that what is happening to them is abuse or understand that it is wrong.**

Child Safeguarding: proactively promoting safe, inclusive, child-focused environments which keep all children safe from harm. Recognising that some children may be more vulnerable to abuse or neglect, such as children with disabilities or in care; and putting tailored procedures in place to minimise the risk of harm to all children.

Club Child Protection Officer: the designated individual(s) within Whitehead Coastal Rowing Club whose responsibility is to ensure the Protection and Safeguarding of Children and Young Rowers.

AccessNI:

A check carried out by the Department of Justice to disclose criminal records, convictions and cautions for individuals wishing to work with Children and Young People.

Duty of Care: The duty that rests upon an individual or organisation to ensure that all reasonable steps are taken to ensure the safety of any person involved in an activity for which that individual or organisation is responsible.

Grooming: refers to a process by which an individual manipulates those around them – typically (but not only) the child – to provide opportunities for abuse. It can involve communication with a child where there is an intention to commit a sex offence in person and/or online.

Harm: ill-treatment and forms of ill-treatment, causing the impairment of deterioration in physical or mental health and the impairment of physical, intellectual, emotional, social or behavioural development.

Non-Recent Concern: A non-recent Safeguarding concern refers to concerns or disclosures about abuse that may have occurred at some time in the past and may not have previously been reported or investigated. This was previously known as a historic concern.

Persistent Poor Practice: The repetitive nature of poor practice behaviour by individuals in positions of trust that falls below Whitehead Coastal Rowing Club's required standard.

Poor Practice: Behaviour of an individual in a position of responsibility that falls below Whitehead Coastal Rowing Club's required standard as described in the Code of Conduct. The behaviour may not be immediately dangerous or intentionally harmful to a child, but it is likely to set a poor example.

Position of Trust: an individual, such as a coach, teacher, or club officer who makes decisions for or about a child and can influence the child's thoughts, and/or actions such as building confidence and self-esteem in a child. However, individuals can misuse that position to groom or abuse a child.



1. Safeguarding and Child Protection Policy

1.1 General Principles

- Everyone who participates in rowing is entitled to do so in a safe and enjoyable environment.
- Whitehead Coastal Rowing Club is committed to helping everyone in rowing accept their responsibility to safeguard children from harm and Abuse and support them to do so.
- This document sets out the procedures that you need to follow to protect Children and what you need to do if you have any concerns.

1.2 Scope

- This policy applies to all members of Whitehead Coastal Rowing Club. We all have a Duty of Care to safeguard the welfare of Children and protect their Abuse.

1.3 Why this policy is required

- Abuse can occur in many situations including the home, school and rowing club. We know that some individuals will actively seek access to Children through sport in order to harm them.

1.4 Policy Statement

- Whitehead Coastal Rowing Club prioritises the safeguarding and protection of all children who participate in, or come into contact with, rowing through our club and coaches. We are committed to upholding safeguarding best practice and minimising the risk of children being harmed; our safeguarding policy, procedures, training and support promote safe, inclusive, a fun and child-centred environment in which all children have a positive and enjoyable experience of rowing.
- We acknowledge that some children are more at risk of abuse, particularly those with protected characteristics, for example, a child with a disability, or of a particular race, religion or belief, ethnic background, sex, sexual orientation, socio-economic background, or those in care. Children who are at risk of feeling or being isolated due to their ability are also considered to be at risk of being more vulnerable. We take reasonable and appropriate steps to safeguard their welfare.
- Whitehead Coastal Rowing Club recognises that child abuse and poor practice can take place anywhere and that it is everyone's responsibility to report concerns, whether or not abuse may be occurring. We acknowledge that abuse can take place face-to-face and/or online; that it can be non-recent or current; and that perpetrators can be other children or adults, including those in positions of trust.
- All concerns about a child must be acted upon in line with our safeguarding reporting procedure. Where concerns and disclosures of abuse or poor practice against a child occur, we prioritise the well-being of children and act in accordance with UK legislation and guidance. Poor practice will be

taken extremely seriously and viewed as a breach of our safeguarding policies and procedures. This policy will be reviewed every three years and revised in light of any changes to government legislation, changes to the organisational structure, or information arising from safeguarding cases.

- Everyone is responsible for reporting concerns; not acting is not an option.

1.5 Minimum Standards for Safeguarding Children

All members of Whitehead Coastal Rowing Club must meet the minimum requirements for the safeguarding of Children:

1. Always prioritise the well-being of all Children
2. Be a positive role model and act with integrity. Help to create a safe, inclusive environment for all children, free from poor practice, discrimination and/or bullying.
3. Prior to each Junior Rowing session, Club Members decide how many adults are required to safely coach children. In accordance with government guidelines, whatever the recommended ratio of adults to participants is, a minimum of two adults should be available, where one of which holds a current AccessNI certificate. When in doubt, the advice of the Club Child Protection Officers should be sought. This ensures at least basic cover in the event of something impacting on the availability of one of the adults during the activity, e.g., in the event of one participant requiring the attention of an adult during the activity, following an accident.
4. Always obtain consent from parents/carers and children before taking or publishing any photos, videos or personal information about a child.
5. Keep your personal and working/volunteering life separate, including on social media. Avoid face-to-face and online private one-to-one communication with a child.
6. Where possible, do not be alone with a child, unless in an emergency
7. Do not abuse, neglect, discriminate against or otherwise harm a child or act in a way that may be interpreted as such. It is illegal to have a relationship with someone who is under 18 years old if you are in a position of trust; it is illegal to have a sexual relationship with anyone under the age of 16 whether they give consent or not.
8. Doing nothing is not an option: report all concerns and disclosures as soon as possible, as outlined in this policy. If someone is in immediate danger, call the emergency services (999)

2. Reporting and Responding to Concerns

- Referrals and disclosures may arise in a number of ways and may come from a variety of sources, such as children, coaches or parents.
- All disclosures, referrals and concerns must be responded to in line with this policy. This includes safeguarding concerns, concerns of poor practice and about non-recent abuse, and referrals or disclosures involving deceased individuals.

2.1 Responding to Safeguarding Concerns, Referrals and Disclosures

- Any member of Whitehead Coastal Rowing Club should contact their club's Child Protection Officer(s) as soon as possible if they witness any

form of abuse towards children, or come upon information regarding abuse towards children, or information concerning their safety and well-being.

- If the Club Child Protection Officers are not available or are implicated in the concern, then the Chairperson of Whitehead Coastal Rowing Club should be contacted with the concern.
- The Club Chairperson will gather evidence and in consultation with the Child Protection Officers, agree the actions to be taken.
- If the Club Chairperson is named in any Safeguarding and Child Protection concerns, the Vice-Chairperson will be informed and in consultation with the Club Child Protection Officers, agree the actions to be taken.
- Any individual can contact emergency services or make a referral directly to statutory agencies and should do so especially if they are concerned about the immediate risk to the safety or welfare of a child.

2.2 What to do if a Child Reports a Safeguarding Concern to You

- If a child discloses a safeguarding/poor practice concern to you, you must follow the seven steps below.
 1. Listen carefully to what they're saying;
 2. Let them know they've done the right thing by telling you;
 3. Tell them it's not their fault;
 4. Tell them you'll take them seriously;
 5. Don't confront the alleged abuser;
 6. Explain what you'll do next, including that you must act on / report what they have said;
 7. Report what the child has told you as soon as possible.
- No matter your role in rowing, whether you are a Child Protection Officer, a coach, a parent, carer or guardian, a club member or official or participant in a club or event, you must report all disclosures of abuse, or possible abuse or poor practice, as soon as possible. You must report these concerns immediately to the Club (or Event) Child Protection Officer(s), who can handle the concerns appropriately.
- It is vital that all adult and junior rowers, coaches, volunteers, officials and parents and carers, know how to report any Safeguarding concern they may have. All concerns regarding the welfare of children must be acted on in line with this Safeguarding and Child Protection Policy.

2.3 Recording and Handling a Safeguarding Concern

Once a referral has been received by the Club Child Protection Officer, they must inform the Chairperson of Whitehead Coastal Rowing Club in writing of the concern within 48 hours of the disclosure. The Chairperson in consultation with the Child Protection Officers (and possible outside organisations) will then decide the best course of action to secure the safety and well-being of the subject of the referral.

A written record must include;

- A factual account of what you have been told, or what you have observed, including the relevant date and time
- Details of those involved, including;
 - The individual whose safety or welfare is of concern;

- The alleged perpetrator of abuse/poor practice;
 - Any witnesses or third party who raised these concerns
 - Any actions that have been taken (e.g. reporting to the police) and the rationale for taking these actions
 - The date and time of the referral and to whom the referral was made
 - Your details, including your name, mobile phone number and email address.
- When recording and handling safeguarding concerns, all disclosures, or referrals must be taken seriously, and every effort must be made to ensure that confidentiality is maintained for all individuals concerned.
 - Remember, you have an obligation to report all concerns, so do not promise the individual that you will keep their concerns confidential. The information regarding the concern must only be shared on a 'need-to-know' basis. Those who need to know are individuals who have specific responsibilities and roles in supporting the welfare of the child, for example, the Club Child Protection Officers, the Chairperson, statutory agencies and parents/carers/guardians.

2.4 Recording and Handling Poor Practice

If a member of Whitehead Coastal Rowing Club witnesses or is told about an individual(s) at the Club who has committed an instance of poor practice, or who regularly commits instances of poor practice, they are responsible for reporting this to the Child Protection Officers, or in the event of their unavailability, the Club Chairperson.

2.5 Non-Recent Concerns

Whitehead Coastal Rowing Club takes all Safeguarding concerns very seriously, including concerns that are non-recent. Non-recent concerns typically involve people over the age of 18. If you are aware of anyone who has suffered non-recent abuse, or you have a concern about them or an individual you know, you can report these concerns to the Club Child Protection Officers. If you have found out that a family member, or someone you know, suffered non-recent abuse as a child, some organisations may be able to help and support you with issues arising from such concerns.

2.6 Whistleblowing

Whitehead Coastal Rowing Club understands that it is important to protect and support whistleblowers. Where you are concerned that good practice has not been adhered to, you should follow the Whitehead Coastal Rowing Club Policy on Complaints and Grievances. Alternatively, you can contact the NSPCC Whistleblowing Advice Line on 0800 028 0285, or email help@nspcc.org.uk. For more information, please see the British Rowing Whistleblowing Policy

3. Safeguarding

It is vital that every rowing club adopts and implements a 'Safeguarding Children and Young People' Policy, based on up to date statutory government guidance.

3.1 Safeguarding Policy

- The members of Whitehead Coastal Rowing Club should be aware of this Safeguarding and Child Protection Policy. It should be followed along with associated procedures to ensure all Junior Rowers are protected in a safe environment.
- It is important that Junior Rowers are aware of how this policy can help them; enable them to know what their rights are in rowing as well as making them aware of who the Club Child Protection Officers are.

3.2 Code of Conduct

Whitehead Coastal Rowing Club believe that how Club Members behave reflects on the club. Therefore, it is important to have clear standards of expected behaviour for members. For details please refer to

www.whiteheadrowers.co.uk/policies

3.3 Media and Photography Guidance

Whitehead Coastal Rowing Club knows that taking pictures and videos are an important part of sport and act as a valuable coaching aid. We are committed to doing our best to ensure that any imagery used within rowing promotes our sport in the best light.

- We ensure photographic practices are carefully monitored to allow the club to act in cases where inappropriate imagery is circulated and to deter anyone with undesirable intentions.
- The safety of the child is always paramount, and to ensure this, we ensure that parental permission is given prior to images of young rowers being used for publicity purposes on the Club website or social media.
- Where photographs are placed on the Club website or social media, names of Children will be omitted.

3.4 Safer Recruitment

Whitehead Coastal Rowing Club ensures that all adults coaching young rowers are in receipt of an up to date Access NI certificate. It is important to remember, that whilst all reasonable steps are followed to help to prevent those who wish to harm children from being involved with the Club, they do not guarantee that an individual is safe to work with children. All members of Whitehead Coastal Rowing Club are aware that it is always best practice to be as vigilant as possible.

3.5 Bullying

Bullying can be:

Emotional

Physical

Racist

Sexual

Homophobic

Verbal

Bullying is deliberately hurtful behaviour. It can be a severe one-off incident or behaviour repeated over a period of time, where it can be difficult for those experiencing bullying behaviour to defend themselves. Whitehead Coastal

Rowing Club believes that all instances of Bullying Behaviour are unacceptable.

3.6 Anti-Bullying

- Whitehead Coastal Rowing Club is committed to providing a caring, friendly and safe environment for all our members, as they have the right to participate in a relaxed and secure atmosphere.
- Bullying of any kind is unacceptable in rowing and will not be tolerated. All reports of alleged bullying must be taken seriously and investigated properly. If bullying does occur, all members must be able to tell someone and know that incidents will be dealt with promptly and effectively. Anyone who knows, or suspects, that bullying is taking place in relation to Children must report this to the Club Child Protection Officers as soon as possible, or if in relation to adult members, the Club Chairperson.

3.7 Procedures for Reporting Incidents of Bullying

1. If Bullying Behaviour is witnessed in relation to children, the Club Child Protection Officer(s) must be informed. If they cannot be contacted, the Club Chairperson will be consulted.
1. In the case of serious Bullying Behaviour, outside organisations may be contacted for advice.
2. Parents should be informed and will be asked to meet to discuss the problem.
3. If necessary and appropriate the PSNI will be consulted.
4. The alleged Bullying Behaviour must be investigated and stopped quickly.
5. Support will be given to the person exhibiting Bullying Behaviour to change their behaviour and to the person experiencing Bullying Behaviour.
6. If mediation fails and the Bullying Behaviour continues, Whitehead Coastal Rowing Club will initiate disciplinary action under Club constitution.

3.8 Training for Regulated Activity

All individuals in regulated activity with children at Whitehead Coastal Rowing Club undertake the appropriate safeguarding training by the Club Child Protection Officers and that training is kept up to date, to reflect any changes in government legislation or best practice.

All adult members who are involved with or coach Junior Rowers will have a current Access NI certificate.

3.9 Information for Junior Rowers

Information for Junior Rowers will be made available through the Whitehead Coastal Rowing Club leaflet 'Information for Junior Rowers'. This outlines their rights, responsibilities, the Coaches responsibilities and how to contact the Club's Child Protection Officers if they have a concern.

3.10 Coaching Ratios

- Safeguarding best practice dictates that qualified adults must always be present when children are participating in rowing and rowing-related activities, such as land training.

- The number of adults present depends on a multitude of different factors, some of which include;
 - the age, gender or behaviour of the children involved in the activity;
 - any additional supervision or support needs the children may require;
 - the type of activity, and the equipment required.

- Whitehead Coastal Rowing Club Members assess, prior to each Junior Rowing session, any additional factors that may affect the number of required coaches. This assessment should include the number of people required to supervise the activity.
- Coaches working with children should ensure that they do not work in isolation, therefore there should be at least two adults available when coaching children and young people, in accordance with government guidance. This is to protect both the child, as well as the coach, especially so that, in case of an accident or injury there is always someone available to supervise the remaining children.

4. Useful Information

Further guidance on Safeguarding and Child Protection can be found at www.britishrowing.org/welfare

PSNI Telephone 101 or 999 (if an emergency)

Childline

Childline is a free, private and confidential service where you can be you. It exists to help anyone under 19 in the UK with any issue they're going through.
Website: www.childline.org.uk Call: 0800 1111

Barnardo's SEEN Project (Sexual Exploitation Ends Now) 02890 658511

NSPCC Child Sexual Exploitation (CSE) Helpline 0808 800 5000