



COVE SAILING CLUB SCIO
Safeguarding Policy and Procedures
(Revised January 2024)

Policy Statement

Cove Sailing Club SCIO is committed to safeguarding children and vulnerable adults (Vulnerable Persons) taking part in its activities from physical, sexual or emotional harm, neglect or bullying. We recognise that the safety, welfare and needs of Vulnerable Persons are paramount and that irrespective of age, disability, race, religion or belief, sex, sexual or gender identity or social status, Vulnerable Persons have a right to protection from discrimination and abuse.

Cove Sailing Club SCIO takes all reasonable steps to ensure that, through safe recruitment, appropriate operating procedures and training, it offers a safe and fun environment to Vulnerable Persons taking part in its events and activities.

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 Coordinator

The Club Welfare Coordinator is:

Senior Instructor Arlene McNeilage,

arlenemcneilage@gmail.com

Telephone 07796241947

Staff and Volunteers

All Club staff and volunteers whose role brings them into regular contact with Vulnerable Persons will be asked to provide references. The Club Welfare Coordinator and those regularly instructing, coaching or supervising young people will also be asked to apply for PVG Scheme Membership.

Good Practice

All members of the Club should follow the good practice guidelines attached and agree to abide by the Club Code of Conduct and the RYA Racing Charter contained

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Reviewed Feb 2024

in the Racing Rules of Sailing. Those working or volunteering with young people should be aware of the guidance on recognising abuse (see RYA Safeguarding Policy and Procedures, Appendix A).

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. If this is unavoidable it is advised that they 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 Coordinator.

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 Coordinator immediately, in strict confidence. The Club Welfare Coordinator will follow the attached 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 the Club's constitution.

Review of this policy

This policy will be reviewed annually by the CSC SCIO Board of Trustees. It will be kept up to date and posted on the CSC Website and on the premises.

Attachment 1

Good Practice Guide (taken from RYA Good Practice Guide, revised 2016)

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 CSC Safeguarding Protection Policy and Procedures which are available for reference at all times.

- Avoid spending any significant time working with children or vulnerable adults in isolation
- Do not take children or vulnerable adults alone in a car, however short the journey
- Do not take children or vulnerable adults to your home as part of your organisation's activity

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- 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/vulnerable persons parents/guardian.
- Design training programmes that are within the ability of the individual
- If a child or vulnerable person 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 or vulnerable person, make sure you are in full view of others, preferably another adult
- Restrict communications with Vulnerable persons 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 person's parent or carer.

You should never:

- engage in rough, physical or sexually provocative games
- allow or engage in inappropriate touching of any form
- condone inappropriate language unchallenged, or use such language yourself • make sexually suggestive comments, even in fun
- fail to respond to an allegation made by a vulnerable person; always act • do things of a personal nature that vulnerable persons can do for themselves.

It may sometimes be necessary to do things of a personal nature for someone, particularly if they are very young or disabled. These tasks should only be carried out with the full understanding and consent of the person (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 vulnerable person and undertakes personal care tasks with the utmost discretion.