

# VC Jubilee

## Safeguarding and Child Protection Policy

### September 2024



#### **Principles of safeguarding**

All coaches and adult supervisors understand the principles of safeguarding:

- Protecting children from maltreatment
- Preventing impairment of children's mental/physical health or development
- Ensuring children are growing up...with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes

This policy and these procedures are based on the following:

- The welfare and well-being of members is the club's primary concern
- It is everyone's responsibility to adhere to the procedures in this policy
- Participation in club sport can make a very positive contribution to physical and mental health.

#### **Responsibilities**

The welfare of children (any young person under the age of 18) is the responsibility of everyone in the club. All volunteers and members must adhere to the code of conduct.

#### **Recognising**

Coaches and adult supervisors know about the four types of abuse and how to recognise the signs.

- Physical abuse
- Emotional abuse
- Neglect
- Sexual abuse

All children, whatever their age, nationality, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/or sexual identity have the right to protection from abuse. Coaches recognise that some groups have a higher level of vulnerability to abuse.

#### **Responding**

Coaches and supervising adults are encouraged to listen to any concerns raised by young people. They can offer young people reassurance and support but must make it clear that they have a responsibility to seek further intervention and/or advice if the young person is at risk of harm.

#### **Reporting**

Concerns should be reported within 24 hours if possible. They can be reported to the Club Welfare Officer to [Jen.harvey64@outlook.com](mailto:Jen.harvey64@outlook.com)

Advice can be sought from NSPCC on 0808 800 5000 or [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

If you believe, a child is in immediate risk of harm, please phone Police on 999.

You can raise a concern directly with West Sussex Children's Services

<https://www.westsussex.gov.uk/education-children-and-families/keeping-children-safe/raise-a-concern-about-a-child/>

#### **Recording**

Any confidential notes must be signed and dated and kept in a secure place. It should include as much detail as possible, including the young person's own words to describe the incident or their concerns.

<https://thecpsu.org.uk/resource-library/forms/incident-reporting-form/>

## **Code of conduct**

The code of conduct sets the club's expectations for Coaches and volunteers, young people and parents and carers.

## **Safer Recruitment & vetting procedures**

Coaches and club officials are all vetted through the Disclosure and Barring System, updated every three years.

## **Supervision, support and training**

Support and mentoring for new coaches includes Child Protection and Safeguarding training, session planning, First Aid training and pastoral support.

## **Whistleblowing/Confidential Reporting**

Any club volunteers, coaches or officials who have safeguarding and child protection concerns about other volunteers, coaches or officials are able to raise these confidentially with either the Club Welfare Officer or the Club Contact.

## **Complaints**

Any complaint should be raised with the Club Welfare Officer or the Club Contact. Every effort will be made to respond to any complaint swiftly and objectively.

## **Anti-Bullying**

Bullying is not tolerated in any form. Coaches are aware of the potential for child on child abuse and are aware of the forms this can take. Supervision in less structured sessions eg. trips or social events, is carefully considered to manage any risks.

## **Supporting vulnerable young people**

Some members have additional levels of vulnerability where close liaison with parents and carers may be beneficial. Coaches and volunteers will endeavour to be inclusive and supportive. There is an awareness that some groups are more vulnerable to abuse or bullying, eg. young people in care or with SEND needs.

## **Social media/on-line safety**

Parental permission is sought for images or videos on the club website or any social media. Many coaches and members use Strava to record rides and this can be used as a way of monitoring achievements of and encouraging riders.

## **Event planning**

Social and sporting events are risk assessed. This takes into account supervision of less structured activities or free time. Information is through Spond and parental permission is sought through this. Travel risk assessments and insurance/licence checks are in place. Planning checklist available on

<https://thecpsu.org.uk/resource-library/forms/away-day-trips-checklist/>

## **Use of images and videos**

Images are used to promote the club and capture progress and achievements of members. Coaches and volunteers are aware that storing images and videos of young people on their personal phones should be carefully managed. Sharing via WhatsApp or other platforms is considered carefully. Any image that portrays a child in a negative light should not be shared.

Use of phones or cameras by young members is more challenging to monitor but is covered by the members code of conduct.

Policy agreed Sept 23

Review due: Sept 2025 or sooner