



Safeguarding and Child Protection Policy and Guidelines

Derbyshire Youth Sailing

Re-Written March 2025

Safeguarding Policy for Derbyshire Youth Sailing Club (Informed by RYA Guidance and Policy)

1 Introduction

Derbyshire Youth Sailing Club is committed to providing a safe and supportive environment for all participants, especially children and young people under the age of 18, and vulnerable adults. We recognize our duty of care and responsibility to safeguard and the welfare of all participants engaged in club activities.

This policy is based on guidance provided by the Royal Yachting Association (RYA) and complies with UK safeguarding legislation, ensuring best practices are followed in line with national standards.

2 Policy Statement

- The welfare of children, young people, and vulnerable adults is paramount.
- All participants, regardless of age, gender, disability, race, religious belief, sexual orientation, or identity, have the right to be protected from abuse.
- All concerns, or suspicions of poor practice or abuse will be taken seriously and responded to swiftly and appropriately.
- Safeguarding is everyone's responsibility, and all volunteers, coaches, and members of the club have a duty to report any concerns about the welfare of children, young people, or vulnerable adults.

3 Objectives

The objectives of this policy are to:

- Provide clear guidelines to protect children, young people, and vulnerable adults.
- Ensure all staff, volunteers, and members understand their safeguarding responsibilities.
- Promote best practices in safeguarding by implementing effective recruitment, training, and supervision of staff and volunteers.
- Respond to safeguarding concerns and incidents with a clear reporting and referral process.

4 Safeguarding Roles and Responsibilities

Club Safeguarding Officer

The Club Safeguarding Officer will:

- Act as the primary point of contact for safeguarding concerns and incidents.
- Liaise with the RYA Safeguarding Team and other relevant authorities as needed.
- Ensure that safeguarding procedures are followed, including safe recruitment of staff and volunteers.
- Ensure that all safeguarding incidents are appropriately documented and handled in a confidential manner.
- Keep updated on safeguarding legislation, policies, and RYA guidance, and share information with club members.

Committee Members, Coaches, and Volunteers

All committee members, coaches, and volunteers are responsible for:

- Understanding and complying with this safeguarding policy.
- Attending relevant safeguarding training.
- Reporting concerns immediately to the Club Safeguarding Officer or, in their absence, to another committee member of the club.

Parents and Guardians

Parents and guardians are responsible for:

- Ensuring their child is dropped off and collected at agreed times.
- Informing the club of any medical conditions, special requirements, or specific safeguarding needs related to their child.
- Supporting the club's safeguarding measures and encouraging positive behaviour.

5 Safe Recruitment Procedures

All staff and volunteers who work directly with children, young people, or vulnerable adults will undergo a safe recruitment process, which includes:

- A clear role and expectations for all positions involving contact with children.
- Completion of an RYA Disclosure and Barring Service (DBS) check, where appropriate.
- Verification of qualifications, experience, and references.
- Completion of an induction that covers the club's safeguarding policy and procedures.

6 Good Practice Guidelines

To protect children, young people, and vulnerable adults and to avoid allegations of inappropriate behaviour, the following guidelines must be followed:

- Avoid unnecessary physical contact. If physical assistance is necessary, explain the for contact and ask for consent where appropriate.
- Avoid one-to-one situations with children or vulnerable adults. Where this is unavoidable, ensure it is done in a public place or with another responsible adult present.
- Use appropriate language and behaviour at all times.
- Maintain professional boundaries and avoid inappropriate relationships with participants.

7 Recognizing Abuse

Abuse can occur in many forms, including:

- **Physical Abuse:** Deliberate injury or harm.
- **Emotional Abuse:** Persistent emotional maltreatment, which can affect a person's self-esteem.
- **Sexual Abuse:** Forcing or enticing someone into sexual activities.
- **Neglect:** Failure to meet a child or vulnerable adult's basic needs.

Signs of abuse may include unexplained injuries, changes in behaviour, withdrawal, or fear of certain adults. It is crucial to remain vigilant and act on concerns.

8 Responding to Concerns or Allegations

All concerns or allegations of abuse must be taken seriously and reported to the Club Safeguarding Officer. The following steps outline the process:

- 1 **Receive:** Listen to the individual raising concerns without making judgments. Do not promise confidentiality; explain that the information must be passed on to keep them safe.
- 2 **Report:** Report the concern to the Club Safeguarding Officer as soon as possible. If the club safeguarding officer is unavailable or implicated, the concern should be reported to a senior committee member or directly to the RYA Safeguarding Team.
- 3 **Record:** Record the details of the concern or as accurately as possible using the Safeguarding Incident Report Form. Include all relevant details, such as names, dates, times, and the nature of the concern.
- 4 **Refer:** If there is immediate danger or a child is at risk of harm, contact the local authority safeguarding team or the police. The Club Safeguarding Officer will liaise with the appropriate agencies and follow up as necessary.

9 Confidentiality and Information Sharing

All safeguarding concerns will be treated confidentially and only shared with those need to know to protect the welfare of the individual. Information will be stored securely and handled in accordance with data protection legislation.

10 Photography and Social Media

The club recognizes the potential risks associated with photography and the use of images of children. To protect children, the following procedures will apply:

- Parental consent will be obtained before taking or using images of children in club publications or social media.
- Children should not be identified by name unless there is explicit consent from parents.
- Only images appropriate to the and in suitable dress should be used.

Parents and spectators are asked to avoid inappropriate photography or video recording. The club reserves the right to ask individuals to stop photographing if concerns arise.

11 Managing Bullying

Bullying of any kind is not tolerated. The club will take immediate action if bullying is reported, and any incidents will be investigated. Disciplinary measures may be taken in line with club procedures, and support will be provided to those affected.

12 Training and Awareness

- All volunteer staff will receive safeguarding training appropriate to their role.

- The Club Safeguarding Officer will ensure that safeguarding remains a standing agenda item at committee meetings and is regularly reviewed.

13 Monitoring and Review

This policy will be reviewed annually by the Club Committee and the Club Safeguarding Officer to ensure it reflects current legislation, RYA guidance, and best practices. Amendments will be made as necessary to improve safeguarding within the club.

Contact Information:

- **Club Safeguarding Officer:** Available on website
- **Local Authority Safeguarding Team:** [Contact Details]
- **Police (In emergencies):** 999
- **RYA Safeguarding Team:** safeguarding@rya.org.uk

By adhering to this policy, Derbyshire Youth Sailing Club aims to create a safe and supportive environment where children, young people, and vulnerable adults can enjoy sailing without fear of abuse or harm.