

Royal Tay Sailing Club Ltd. (RTYC) and Tay Sail Training SCIO (TST)

Child Protection Policy

Royal Tay Yacht RTYC
Fort William House
34 Dundee Road
West Ferry
Dundee
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POLICY

This policy is about children (anyone who is 18 years or younger) and vulnerable adults.

It applies to all employees, contractors and volunteers who work with children or vulnerable adults in the course of their Royal Tay Yacht Club (RTYC) or Tay Sail Training SCIO (TST) duties. More information is in the RTYC and TST Guidance on Child Protection.

It is the policy of the RTYC and TST:

1. to safeguard children and young people taking part in boating from physical, sexual or emotional harm
2. take all reasonable steps through training and procedures to ensure that, children taking part in RTYC and TST activities do so in a safe environment
3. recognise that the safety and welfare of the child is paramount
4. recognise and that all children, whatever their sex, age, disability, race, religion or belief, sexual identity or social status, have a right to protection from abuse.

We aim to:

- create a safe and welcoming environment, both on and off the water, where children can have fun and develop their skills and confidence
- recognise that safeguarding children is the responsibility of everyone, not just those who work with children.
- ensure that RTYC and TST organised training and events are run to the highest possible safety standards.

We will:

- treat all children with respect and celebrate their achievements.
- carefully recruit and select all employees, contractors and volunteers.
- respond swiftly and appropriately to all complaints and concerns about poor practice or suspected or actual child abuse.

Good Practice

- A. RTYC and TST Good Practice Guide:** all members of RTYC and TST will have access to the Good Practice Guide and all those volunteering should follow it.
- B. RTYC and TST Code of Conduct:** Cadets, their parents or carers and volunteers will receive a copy of their part of the code and should follow it.
- C. RTYC and TST Guide on recognising abuse:** Those working or volunteering with young people should be aware of this guide.

The RTYC and TST Guidance on Child Protection which explains how to how to deal with any concerns.

Concerns

Anyone who is concerned about a young member's or participant's welfare, either outside the sport or within RTYC and TST, should inform the First Contact immediately, in strict confidence. RTYC /TST First Contact and/or Welfare Officer will follow the procedures in the Guidance.

Any member of RTYC and TST failing to comply with the Safeguarding policy and any relevant Codes of Conduct may be subject to disciplinary action.

All relevant concerns, allegations, complaints and their outcome should be notified to the RTYC and TST First Contact or to the Welfare Officer.

RTYC and TST First Contact is:

Frances Jamieson

Phone:

Email: fjamieson@blueyonder.co.uk

RTYC and TST Welfare Officer is:

Susan Peart

Phone: 0770 335 2572

Email: susan979@live.com

A. Good Practice Guide for Instructors, Coaches and Volunteers and other members working with children and vulnerable adults.

This guide covers the essential points of good practice when working with children and young people. You should also read the organisation's Child Protection Policy and Procedures which are available for reference at all times.

- 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

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.

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

Handling an allegation from a child

Always:

- stay calm – ensure that the child is safe and feels safe
- show and tell the child that you are taking what he/she says seriously
- reassure the child and stress that he/she is not to blame

- be careful about physical contact, it may not be what the child wants
- be honest, explain that you will have to tell someone else to help stop the alleged abuse
- make a record of what the child has said as soon as possible after the event, using the child's own words
- follow your organisation's child protection procedures.

Never:

- rush into actions that may be inappropriate
- make promises you cannot keep (e.g. you won't tell anyone)
- ask leading questions (see 'Recording and handling information' below)
- take sole responsibility – consult someone else (ideally the designated Child Protection/Welfare Officer or the person in charge or someone you can trust) so that you can begin to protect the child and gain support for yourself.

You may be upset about what the child has said or you may worry about the consequences of your actions. Sometimes people worry about children being removed from their families as a result of abuse, but in reality this rarely happens. However, one thing is certain – you cannot ignore it.

Recording and handling information

If you suspect that a child may have been the subject of any form of physical, emotional or sexual abuse or neglect, the allegation must be referred as soon as possible to Children's Social Care or the Police who have trained experts to handle such cases. Do not start asking leading questions which may jeopardise any formal investigation.

A leading question is where you suggest an answer or provide options that only need a 'yes' or 'no' answer, instead of allowing the child to explain things in their own words. An example would be asking 'did X hit you?' instead of 'how did you get that bruise?'. Use open questions such as 'what happened next?'. Only ask questions to confirm that you need to refer the matter to someone else. Listen to and keep a record of anything the child tells you or that you have observed and pass the information on to the statutory authorities.

All information must be treated as confidential and only shared with those who need to know. If the allegation or suspicion concerns someone within your club or centre, only the child's parents/carers, the person in charge of the organisation (unless they are the subject of the allegation), the relevant authorities and the RYA Safeguarding Manager should be informed. If the alleged abuse took place outside the sport, the Police or Children's Social Care will decide who else needs to be informed, including the child's parents/carers. It should not be discussed by anyone within the organisation other than the person who received or initiated the allegation and, if different, the person in charge.

B. RTYC and TST Code of Conduct

CADETS AND TRAINEES

It is the policy of RTYC and TST that all members, participants, coaches, instructors, officials, parents and volunteers:

- show respect and understanding for each other
- treat everyone equally within the context of the sport.

The aim is for all participants to enjoy their sport.

We do not tolerate abusive language, swearing, intimidation, aggressive behaviour or lack of respect for others and their property and it may lead to disciplinary action. Please:

1. listen to and accept what you are asked to do to improve your performance and keep you safe
2. respect other participants, coaches, instructors, officials and volunteers
3. abide by the rules and play fairly
4. do your best at all times
5. never bully others either in person, by phone, by text or online
6. take care of all property belonging to other participants, RTYC and TST or its members.

PARENTS

It is the policy of RTYC and TST that all members, participants, coaches, instructors, officials, parents and volunteers:

- show respect and understanding for each other
- treat everyone equally within the context of the sport.

The aim is for all participants to enjoy their sport.

We do not tolerate abusive language, swearing, intimidation, aggressive behaviour or lack of respect for others and their property and it may lead to disciplinary action. Please:

1. support your child's involvement and help them enjoy their sport
2. help your child to recognise good performance, not just results
3. never force your child to take part in sport
4. never punish or belittle a child for losing or making mistakes
5. encourage and guide your child to accept responsibility for their own conduct and performance
6. respect and support the coach
7. accept officials' judgements and recognise good performance by all participants
8. use established procedures where there is a genuine concern or dispute
9. inform RTYC or TST or event organisers of relevant medical information
10. ensure that your child wears suitable clothing and has appropriate food and drink
11. provide contact details and be available when required
12. take responsibility for your child's safety and conduct in and around RTYC and TST or other event venues.

Coaches, Instructors, Officials and Volunteers

It is the policy of RTYC and TST that all members, participants, coaches, instructors, officials, parents and volunteers:

- show respect and understanding for each other
- treat everyone equally within the context of the sport.

The aim is for all participants to enjoy their sport. Please:

1. Consider the welfare and safety of participants before the development of performance
2. Encourage participants to value their performance and not just results
3. Promote fair play and never condone cheating
4. Ensure that all activities are appropriate to the age, ability and experience of those taking part
5. Build relationships based on mutual trust and respect
6. Work in an open environment
7. Avoid unnecessary physical contact with young people
8. Be an excellent role model and display consistently high standards of behaviour and appearance
9. Do not drink alcohol or smoke when working directly with young people
10. Communicate clearly with parents and participants
11. Be aware of any relevant medical information
12. Follow RTYC and TST guidelines and policies
13. Holders of RYA Instructor and Coach qualifications must also comply with the RYA Code of Conduct

If you are concerned that someone is not following the Code of Conduct, you should inform your RTYC/TST Welfare Officer or the person in charge of the activity.

C. Guide on recognising abuse

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (including via the internet). They may be abused by an adult or adults, or another child or children.

Physical abuse may involve adults or other children inflicting physical harm:

- by hitting, shaking, throwing, poisoning, burning or scalding, drowning or suffocating
- giving children alcohol or inappropriate drugs
- in sport situations, physical abuse might also occur when the nature and intensity of training exceeds the capacity of the child's immature and growing body.

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve:

- conveying to a child that they are worthless, unloved or inadequate
- not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate
- imposing expectations which are beyond the child's age or developmental capability
- overprotection and limitation of exploration and learning or preventing the child from participating in normal social interaction
- allowing a child to see or hear the ill-treatment of another person
- serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger
- the exploitation or corruption of children
- emotional abuse in sport might also include situations where parents or coaches subject children to constant criticism, bullying or pressure to perform at a level that the child cannot realistically be expected to achieve.

Some level of emotional abuse is involved in all types of maltreatment of a child.

Sexual abuse. Sexual abuse involves an individual (male or female, or another child) forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening, to gratify their own sexual needs. The activities may involve:

- physical contact
- involving children in looking at, or in the production of, sexual images
- encouraging children to behave in sexually inappropriate ways or watch sexual activities
- grooming a child in preparation for abuse (including via the internet)
- sport situations which involve physical contact (eg. supporting or guiding children) could potentially create situations where sexual abuse may go unnoticed. Abusive situations may also occur if adults misuse their power over young people.

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may involve a parent or carer failing to:

- provide adequate food, clothing and shelter
- protect a child from physical and emotional harm or danger

- ensure adequate supervision
- ensure access to appropriate medical care or treatment
- respond to a child's basic emotional needs
- neglect in a sailing situation might occur if an instructor or coach fails to ensure that children are safe, or exposes them to undue cold or risk of injury.

Bullying (including 'cyber bullying' by text, e-mail, social media etc) may be seen as deliberately hurtful behaviour, usually repeated or sustained over a period of time, where it is difficult for those being bullied to defend themselves. The bully may often be another young person. Although anyone can be the target of bullying, victims are typically shy, sensitive and perhaps anxious or insecure. Sometimes they are singled out for physical reasons – being overweight, physically small, having a disability or belonging to a different race, faith or culture.

The acronym STOP – Several Times On Purpose - can help you to identify bullying behaviour.

Recognising Abuse

It is not always easy, even for the most experienced carers, to spot when a child has been abused. However, some of the more typical symptoms which should trigger your suspicions would include:

- unexplained or suspicious injuries such as bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries
- sexually explicit language or actions
- a sudden change in behaviour (eg. becoming very quiet, withdrawn or displaying sudden outbursts of temper)
- the child describes what appears to be an abusive act involving him/her
- a change observed over a long period of time (eg. the child losing weight or becoming increasingly dirty or unkempt)
- a general distrust and avoidance of adults, especially those with whom a close relationship would be expected
- an unexpected reaction to normal physical contact
- difficulty in making friends or abnormal restrictions on socialising with others.

It is important to note that a child could be displaying some or all of these signs, or behaving in a way which is worrying, without this necessarily meaning that the child is being abused. Similarly, there may not be any signs, but you may just feel that something is wrong. If you have noticed a change in the child's behaviour, first talk to the parents or carers. It may be that something has happened, such as a bereavement, which has caused the child to be unhappy.

If you are concerned

If there are concerns about sexual abuse or violence in the home, talking to the parents or carers might put the child at greater risk. If you cannot talk to the parents/carers, consult your organisation's designated Child Protection/Welfare Officer or the person in charge. It is this person's responsibility to make the decision to contact Children's Social Care Services or the Police. It is NOT their responsibility to decide if abuse is taking place, BUT it is their responsibility to act on your concerns.