

Pagham Yacht Club

This document is a reflection of the policy that the club has adopted.

Children and vulnerable person's policy.

Definition of a child

The Children Act 1989 defined any person under the age of 18 as a 'child'. PYC have used the terms 'children' and 'young people', recognising that older teenagers may prefer not to be referred to as 'children' although they are still children in the eyes of the law.

Safeguarding adults

Many of the safeguarding principles in these guidelines also apply to 'vulnerable adults' or 'adults at risk', but the categories of abuse and the statutory procedures to be followed in the case of a concern are different.

Policy Statement on Safeguarding

Safeguarding and Welfare means the protection of people's physical and mental health, their wellbeing, and their human rights. The club's objective is to support participant's welfare and to keep everyone safe.

Safeguarding and Welfare applies to everyone, and it is each person's responsibility to make sure that the most vulnerable people within our society are protected from harm.

Children, young people, and vulnerable adults may require more safeguarding support and consideration. This includes adults who may receive help from care teams, as well as adults who have mental health conditions, learning disabilities, or physical disabilities.

All of the safeguarding principles in the club's policy will apply to every member or visiting signed in guest. They MUST be adhered to at all times by all. The club's Safeguarding and Welfare officer will confidentially investigate any breaches in these policies and the committee will take action against any person in breach of such policies.

These policies apply to all Pagham Yacht Club members irrelevant of membership category, volunteers and guests.

Policy Statement regarding Children

Pagham Yacht Club is committed to safeguarding of children taking part in its activities from physical, sexual or emotional harm, neglect or bullying. We recognise that the safety, welfare and needs of the child are paramount and that any child, irrespective of

age, disability, race, religion or belief, sex, sexual or gender identity or social status, has a right to protection from discrimination and abuse.

Pagham Yacht Club takes all reasonable steps to ensure that, through safe recruitment, appropriate operating procedures and training, it offers a safe and fun environment to children taking part in its events and activities.

The child's experience of the sport is our priority. We will create a safe and welcoming environment, both on and off the water, where children can have fun and develop their skills and confidence. We will treat all children with respect, celebrate their achievements and listen to their views and experiences.

During bar opening times the use of the Training/Family room will be available for parents to allow their children to use. The responsibility of any child's safety and welfare remains with the parent/guardian at all times.

Regular visits in the room by the responsible adults is highly recommended and any damage caused by any child will be attributed to the parents.

The minimum age for unaccompanied children within this room is 5 years of age.

Further warnings will be shown regarding the use of the room.

Please be aware that we expect any children using this room to be supervised by their parents.

The Duty of Responsibility lies with the parents and Pagham Yacht Club cannot take responsibility for any harm or injury caused to their children whilst using this room.

Pagham Yacht Club will

- Recognise that safeguarding children is the responsibility of everyone, not just those working directly with them.
- Carefully recruits and selects all volunteers in roles involving close contact with children and provides them with appropriate information or training.
- Responds swiftly and appropriately to all complaints and concerns about poor practice or suspected abuse, referring to external agencies as necessary.
- Regularly reviews safeguarding procedures and practices in the light of experience or to take account of legislative, social or technological changes.
- Communicates changes and shares good practice within our club.

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.

Policy Statement regarding Vulnerable People

Pagham Yacht Club is committed to safeguarding adults at risk taking part in its activities from physical, sexual, psychological, financial or discriminatory abuse or neglect. We recognise that everyone, irrespective of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, pregnancy and maternity, marriage or civil partnership or social status, has a right to protection from discrimination and abuse.

Pagham Yacht Club takes all reasonable steps to ensure that, through safe recruitment, appropriate operating procedures and training, it offers a safe environment to adults at risk participating in any event or activity.

All participants will be treated with dignity and respect. The participant's experience of the sport is our priority. We will create a safe and welcoming environment, both on and off the water, where participants can have fun and develop their skills and confidence. We will treat all participants with respect, celebrate their achievements and listen to their views and experiences.

Pagham Yacht Club will

- Recognises that safeguarding adults who may be at risk, is the responsibility of everyone, not just those who work directly with them.
- Carefully recruits and selects all volunteers in roles involving close contact with adults at risk and provides them with appropriate information or training.
- Responds swiftly and appropriately to all complaints and concerns about poor practice or suspected abuse, referring to external agencies as necessary.
- Regularly reviews safeguarding procedures and practices in the light of experience or to take account of legislative, social or technological changes.
- Communicates changes and shares good practice with training centres, clubs, class and associations.

This policy refers to anyone aged 18 or over who may be defined by the Care Act 2014 as an 'Adult at Risk', who is in need of care or support, and who because of those needs is unable to safeguard themselves at all times.

Staff and Volunteers

All Club staff and volunteers whose role brings them into regular contact with young people and or vulnerable persons will be asked to provide references. The Club Safeguarding and Welfare Officer and those regularly instructing, coaching or supervising young people will also be asked to apply for an Enhanced Criminal Records Disclosure, with Barred List check if appropriate.

Good Practice

All members of the Club should follow the good practice guidelines (available on request) and agree to abide by the Club Code of Conduct.

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 Safeguarding and Welfare Officer.

Concerns

Anyone who is concerned about a member's or participant's welfare, either outside the sport or within the Club, should inform the Club Safeguarding and Welfare Officer immediately, in strict confidence. The Club Welfare Officer will follow the clubs published 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 bylaws.

Club Welfare Officer

The Club Welfare Officer is published at the AGM each November but is also shown on the committee notice board. If you cannot contact the incumbent, please contact any member of the committee.

The welfare officers email address is

swo@paghamyachtclub.com

This is the published Pagham Yacht Club's Safeguarding and Welfare Policy Statement published in December 2024 based upon the Royal Yacht Association (RYA) policies dated Jan 2020 and will be updated when necessary.

Policy Statement:

As defined in the Children Act 1989, for the purposes of this policy, anyone under the age of 18 years should be considered a child. The policy also applies to vulnerable adults.

It is the policy of Pagham Yacht Club to safeguard children and young people taking part in boating activities from physical, sexual or emotional harm. Through appropriate procedures and training PYC will take all reasonable steps to ensure that children participating in PYC activities do so in a safe environment. We recognise that the safety and welfare of the child is paramount and that all children, whatever their age, gender, disability, culture, ethnic origin, colour, religion or belief, social status or sexual identity, have a right to protection from abuse.

Policy:

PYC actively seeks 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 PYC organised training and events are run to the highest possible safety standards.
- Promote the Code of Conduct for members, instructors, volunteers and helpers.
- Be prepared to review its ways of working to incorporate best practice.

PYC 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 child abuse.

This policy relates to all members, instructors, volunteers, helpers, contractors and employees who work with children or vulnerable adults in the course of their PYC duties. It will be kept under periodic review. All relevant concerns, allegations, complaints and their outcome should be notified in the first instance to the PYC Child Protection Coordinator.

Child Protection Coordinator

The details of the PYC Designated Person/Child Coordinator are prominently displayed on the PYC notice board.

Code of Conduct

- 1 Adults must always be publicly open when working with children and avoid situations where they and the child are unobserved.
- 2 If physical contact is necessary, it should be done openly. Care is needed as it is difficult to maintain hand positions when providing manual support if a child is moving. The views of parents/carers towards physical contact with the child should always be carefully considered.
- 3 Adults are requested not to enter the showers or changing rooms at times when children are changing before or after youth training or racing. If this is unavoidable, it is advised that they are accompanied by another adult. Where possible, allow parents/carer to take responsibility for children in changing rooms. If groups are to be supervised in changing rooms, always ensure that adults work in pairs and gender is appropriate. When travelling to other venues, make sure that verbal (preferably written) permission is given by the parents/carers for the above supervision.

- 4 When travelling to other venues children should always be accompanied by at least one male and one female adult.
- 5 Parents/carers should ensure that children are collected on time from club activities and off site events. A responsible adult is required by our Licensing Act 2003 – Club Premise Certificate, to supervise children on club premises after 19.00 hours.
- 6 Adults should ensure that the activities which they direct or advocate are appropriate to the age, maturity and ability of the individual i.e. rules on suitable participation for age groups should be adhered to and the well-being and safety of the child should be placed above the development of performance.
- 7 Parents/carers should ensure that children know to inform the instructor of any injury or illness before, during or after any Club activity.
- 8 Adults should always promote the positive aspects of Club activities and never commit or condone rules violations, bad sportsmanship, criticism or participants' or officials' judgements, bad language or other actions which may cause a child to lose self-esteem or confidence.
- 9 Adults should consistently display high standards of personal behaviour and appearance as well as appropriate dress, language and respect for equipment and facilities.
- 10 Adults actively supervising or responsible for children should not consume alcohol and have a duty to prevent children from consuming prohibited substances such as alcohol or drugs.
- 11 In order to enable others to perform their duties, all instructors, volunteers and helpers should arrive for their duties on time and inform an appropriate person if ill or unable to attend an activity.
- 12 If a child is accidentally hurt, or caused distress in any manner, or the child appears to respond in a sexual manner to an adult's actions, or misunderstands, or misinterprets something they have done, the incident must be reported to a colleague and supported by a brief written report of the incident given to the Child Protection Coordinator as soon as possible. Parents/carers must also be informed of the incident.
- 13 The Club will seek written consent from the child AND their parents/carers before taking photos or videos 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 photographing/filming. If the club publishes images of children, no identifying information other than the names will be included. Any concerns about inappropriate or intrusive photography or the inappropriate use of images should be reported to the Child Protection Coordinator. A Photography Consent Form is available from the Child Protection Coordinator or Honorary Secretary.

Volunteers

The management Committee and regular volunteers, including instructors, safety boat crew, galley staff and helpers, whose role or duties bring them into contact with young people will be required to complete a self-disclosure form. The Child Protection Coordinator and those instructing, coaching or supervising young people will be required to provide references and must obtain an Enhanced Criminal Records Disclosure certificate BEFORE instructing, coaching or supervising young people.

Good Practice

All members of the Club should read the Good Practice Guidelines summary and those working with young people should be aware of the guidance on recognising abuse. These documents are available from the Child Protection Coordinator or Honorary Secretary.

Concerns

Anyone who is concerned about a young members' welfare either outside the sport or within the Club, should inform the Child Protection Coordinator immediately and in strict confidence. The Child Protection Coordinator will then follow defined procedures.

An incident report form is available from the Child Protection Coordinator or Honorary Secretary. Any member of the Club failing to comply with this policy

May be subject to disciplinary action