

## **Shepton Mallet Drifters Child and Vulnerable Adult Protection Policy**

Shepton Mallet Drifters Model Boat Club (hereinafter the Drifters) has introduced a child and vulnerable adult protection policy.

This policy will apply to all members of the Drifters when attending any Club event or activity and when representing the Drifters at events, shows exhibitions etc.

The Drifters believe that model boating should be available to all and by providing a safe and enjoyable environment for children and vulnerable adults they, and their parents, guardians and carers can be confident about participating in Club activities.

### **Definitions:**

- A child is a person under 18 years of age.
- A vulnerable adult is a person aged 18 years or over who due to mental or physical conditions requires a higher level of supervision than an adult, to protect them from harm or exploitation.
- A member is an individual who has paid their annual club subscription

The care and welfare of children is everyone's responsibility, particularly when it concerns protection from abuse. There is a responsibility on everyone to *"do what is reasonable in all circumstances for the purpose of safeguarding or promoting the child's welfare."* However, the parents, guardians, carers and friends also have a vital part to play.

Similar principles also apply to vulnerable adults and although the legislation is different the same guidelines can apply.

Abuse can occur anywhere where there are children: at home, in school, in the park and at the club site. A small minority will seek to be with children simply to obtain gratification from abuse. Similarly, abuse can occur simply because those involved lack the knowledge to prevent the situation arising.

The following simple principles apply to promote the protection of children:

- The child's welfare is the first consideration.
- All children regardless of their age, gender, disability, race, religion or sexual identity have the right to be protected from abuse and to be treated with dignity.
- All those working with children should have the knowledge and awareness to permit them to make informed decisions to prevent placing themselves or children at risk.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- Caring is largely a matter of common sense provided everyone is clear on what is expected of them and a few simple principles are adhered to. It is not a responsibility to be feared but is essential if we are to ensure that we are to be a club that offers opportunities for all.

The Club has created the post of Child Welfare Officer, which will require CRB clearance. The current holder of the post is Maurice Edwards, the Club Secretary. Any child abuse or vulnerable adult concerns or allegations, and any comments or questions regarding the policy, should be directed to him on 01275836994 or by e-mail to [maurice.edwards@blueyonder.co.uk](mailto:maurice.edwards@blueyonder.co.uk)

## **Policy guidelines;**

All members are required to respect the rights and dignity of children and vulnerable adults and to promote their welfare.

- Parents, guardians or carers will be expected to always accompany their children or vulnerable adults on club events or activities; they will be responsible for their protection and their behaviour. It is therefore not expected that children or vulnerable adults will attend club activities on their own.
- No member is to be expected to assume responsibility for a child or a vulnerable adult unless he/she has been specifically requested to do so by the parent, guardian or carer.
- Notwithstanding the requirements of the previous paragraph, should a member discover a child or vulnerable adult that is unsupervised then he/she must assume responsibility for that person's safety in the first instance. The situation should then be rectified as soon as possible by seeking out the parent, guardian, carer. Any instance of such an occurrence is to be reported to the club committee as soon as possible and a record made of the occurrence.
- Members should not be alone with children or vulnerable adults and a minimum of two adults need to be present at events or activities involving children and vulnerable adults.
- All members have a statutory duty of care towards all other club members regardless of age, disability, race, religion, gender or sexual identity
- No child or vulnerable adult shall undertake any activity which might place him or her at risk.
- Children and vulnerable adults must be supervised at all times
- Whilst supervising children or vulnerable adults, members should avoid placing themselves in a position that could be open to misinterpretation or question in accordance with this policy. Remember, the policy is there to protect you as well as children and vulnerable adults.
- Should any member, parent, guardian, carer or the person themselves have concerns about the welfare of children or vulnerable adults then he or she is to contact (Maurice Edwards the Child Welfare Officer)
- Any allegations or concerns will be investigated, and if necessary pursued, by the Club's Child Welfare Officer in accordance with the Child Protection Policy Guidelines, which will be available for viewing via a link on the Club website  
<http://www.sheptonrifiers.webeden.co.uk/>

- Parents, guardians and carers need to be aware that whilst this Club has a moral and statutory duty to take all reasonable steps to ensure the general welfare and protection of children and vulnerable adults, in particular during the actual act of operating model boats and associated tasks, the Club will not undertake the all encompassing responsibilities of those acting in the role of guardians or carers.
- The club is committed to following the relevant governing body guidelines on the protection of children and vulnerable adults
- The purpose of this policy is to safeguard the welfare of children attending the Club by protecting them from physical, sexual and emotional harm.
- This policy will be reviewed and updated from time to time in line with experience, best practice and statutory obligations with regard to child and vulnerable adult protection.

On behalf of **Shepton Mallet Drifters** we, the undersigned, will oversee the implementation of the Child and Vulnerable Adult Protection Policy and take all necessary steps to ensure it is adhered to.

**Signed:**  
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**Name:**  
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**Position;**  
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**Date:**  
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**Review Date:**  
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**Signed:**  
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**Name:**  
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**Position;**  
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**Date:**  
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**Review Date:**  
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## Appendix A

### GOOD PRACTICE WHICH CAN HELP TO PREVENT CHILD ABUSE

**Club Policy:** Ensure that your Club has a policy for the promotion of welfare of children.

Ensure that, as far as is possible, those working with children are suitable to do so.

Ensure that parents, carers and club members know how to voice their concerns.

Ensure that children know how to voice their concerns.

**Volunteer Policy:** Do not spend excessive amounts of time alone with children.

Do not take children alone on car journeys.

Do not take children alone to your home.

Do not engage in horseplay or sexually provocative games.

Do not permit inappropriate touching.

Do not permit the use of inappropriate language or sexual comments.

Do not ignore any allegations that a child makes.

Do not do things of a personal nature that a child can do for themselves.

If, for any reason, you have absolutely no choice and cannot comply with the above good practice, then always inform the parent or carer of the child, and a committee member of the club, citing the reasons why you were unable to comply and make a record of it.

**Physical Handling:** The requirements to touch children or vulnerable adults in a manner that may give rise to alleged abuse are extremely rare in model boating. At the most, it may be necessary to place a hand on the shoulder or arm to reposition someone at the water's edge. Touching should not be necessary in other model boating activity, such as in workshops or presentations and is, therefore, to be avoided.

In all cases where physical contact is predetermined by the activity, it is recommended that these procedures are discussed with the child or vulnerable adult and their parent or carer to ensure that all are aware of the reasons behind the physical contact and that there is no misunderstanding.

The parent or carer should give their written consent for any form of physical contact which should include the type/limits of contact. Care should always be taken to avoid inappropriate touching.

It may also be necessary to reasonably physically restrain a child or vulnerable adult to prevent him/her placing themselves in a hazardous situation. **In a high risk safety situation, priority must be given to the safety of the child or vulnerable adult before the protocols of handling.** However, care should always be taken to avoid inappropriate touching whenever possible.

### DEALING WITH ALLEGED ABUSE

Abuse can take place in a variety of settings: within the family, by other children, by other members of the community and within sports and social groups, or clubs.

The first thing to remember is that **you are not in a position to determine if abuse has taken place** but that it is your responsibility to do something about it if you have concerns. However, taking action of this kind is never easy; it takes courage, but you may be protecting a life by doing so. Whilst it may be possible to talk to the parents, guardians or carers, be aware that this could place the child at a greater risk in certain circumstances.

**Action to be Taken if Suspected Abuse is Being Committed by a Person Outside of Model Boating: that is by the parents or guardians, other children or someone else in the community outside of the of the club environment.**

**If you are working within your club**, then you should inform your Club Welfare Officer who should refer the matter to the Police or Social Services.

## Appendix B

### BULLYING

The Club has a rigorously enforced anti-bullying strategy and will instigate the same reporting procedures for bullying as it does for allegations of poor practice and abuse.

#### **Action to Help the Victim and Prevent Bullying:**

- Take all signs of bullying very seriously.
- Encourage all children to speak and share their concerns. Help the victim to speak out and tell the person in charge or someone in authority. Create an open environment.
- Investigate all allegations and take action to ensure the victim is safe. Speak with the victim and the bully/bullies separately.
- Reassure the victim that you can be trusted and will help them, although you cannot promise to tell anyone else.
- Keep records of what is said (what happened, by whom, when).
- Report any concerns to the person in charge at the club or (wherever the bullying is occurring).

#### **Action Towards the Bully/Bullies:**

The person in charge should:

- talk with the bully/bullies, explain the situation, try to get the bully/bullies to understand the consequences of their behaviour; seek an apology to the victim
- inform the bully's parents
- insist on the return of *borrowed* items and that the bully/bullies compensate the victim
- provide support for the coach of the victim (all those involved ...?)
- impose sanctions as necessary
- encourage and support the bully/bullies to change behaviour
- hold meetings with the families to report on progress
- inform everyone of action taken
- keep a written record of action taken

## **Appendix C**

### **USE OF PHOTOGRAPHIC / FILMING EQUIPMENT AT YOUTH ACTIVITIES OR EVENTS**

There is evidence that some people have used youth activities such as sporting events as an opportunity to take inappropriate photographs or film footage of children, young people and vulnerable adults. All groups should be vigilant and any concerns should be reported to the Child Welfare Officer.

Informed consent forms should be sought for children and young people under 18 years old or vulnerable adults, with regard to any material which could be used to identify them individually.

If you are concerned about any photography taking place at an event, contact the promoter or event organiser and discuss it with them. If appropriate, the person about whom there are concerns should be asked to leave and the Child Welfare Officer should be informed.

## **Appendix D**

### **GUIDE FOR PARENTS, GUARDIANS AND CARERS OF CHILDREN AND VULNERABLE ADULTS**

Before entrusting your child or charge to his or her club you should check that:

- The club has a published policy to promote the care and welfare of children and vulnerable adults with which you are content.
- There are procedures in place should you wish to voice concerns.
- That those working with children and vulnerable adults are carefully recruited, suitably qualified and cleared to do so.
- There are suitable procedures for dealing with the intimate care of children and vulnerable adults, such as going to the toilet.
- That the club encourages the involvement of parents, guardians and carers.
- Should physical contact be deemed appropriate for any reason, such as for instructional purposes, you have given your consent in writing detailing the limits and type of contact to which you agree.
- Should your child or the vulnerable person for whom you care has any medical or special need that you inform the club in writing.
- Should the Club wish to use a photograph of your child that you provide your written consent.
- Do encourage your child or charge to talk about their training and the club environment and ensure that they know how to express their concerns if they are unhappy about any aspect of their care. If you have any doubts, contact the nominated club representative or contact any of the help lines in appendix E

## **Appendix E**

### **Contacts:**

Shepton Mallet Drifters MBC Chairman Barrie Stevens  
Tel: 01749 343017 [barrie.stevens@btinternet.com](mailto:barrie.stevens@btinternet.com)

Shepton Mallet Drifters MBC Treasurer Verd Redwood  
Tel: 01749 343832 [verdunredwood@talktalk.net](mailto:verdunredwood@talktalk.net)

Shepton Mallet Drifters MBC Secretary & Child Welfare Officer Maurice Edwards  
Tel; 01275836994 [maurice.edwards@blueyonder.co.uk](mailto:maurice.edwards@blueyonder.co.uk)

Mendip District Council Child Protection Policy  
<http://www.mendip.gov.uk/Publication.asp?id= SX9452-A782E528>

NSPCC: 0800 800 500

Childline: 0800 1111

Social Services: Details from your local telephone directory.

Police: Details from your local telephone directory or in an emergency call 999.

### **Acknowledgements:**

The following organisations have been useful in compiling these guidelines and policy. Appreciation and thanks are extended to them.

Mendip District Council  
British Model Flying Association  
Hendon Chess Club  
Mountaineering Council of Scotland