

Whitefriars Sailing Club Safeguarding Vulnerable Adults Policy

Whitefriars Sailing Club is committed to safeguarding adults at risk taking part in its activities from physical, sexual, psychological, emotional or financial harm or neglect. We recognise that everyone, irrespective of age, disability, gender identity, 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.

Whitefriars Sailing Club takes all reasonable steps to ensure that, by providing staff and volunteers with appropriate procedures and training, it offers a safe environment for all participants. Everyone will be treated with dignity and respect.

All members and volunteers should be aware of the policy.

Club Welfare Officer

The Club Welfare Officer is: Rosie Dalton. She can be contacted by email at rosiedalton@btinternet.com, or by phone on 07816837100.

Staff and Volunteers

All Club staff and volunteers whose role brings them into regular contact with adults at risk will be asked to provide references. The Club Welfare Officer and those regularly instructing, coaching or supervising adults at risk will also be asked to apply for an Enhanced Criminal Records Disclosure. Those providing personal care will be asked to apply for an Enhanced Disclosure with Barred List check.

Good Practice

All members of the Club should follow the good practice guidelines. Those working with adults at risk should be aware of the RYA guidance on recognising abuse.

Concerns

Anyone who is concerned about the welfare of an adult, either outside the sport or within the Club, should inform the Club Welfare Officer immediately, in strict confidence. The Club Welfare Officer will follow the procedures as agreed with the RYA.

Good Practice Guide

This guide only covers the essential points of good practice when working with adults at risk.

- Always communicate clearly, in whatever way best suits the individual, and check their understanding and expectations.
- Always try to work in an open environment in view of others.
- Avoid spending any significant time working with vulnerable adults in isolation.
- Do not take a vulnerable person alone in a car, however short the journey, unless you are certain that the individual has the capacity to decide to accept a lift .
- Do not take a vulnerable person to your home as part of your organisation's activity.
- Where any of these is unavoidable, ensure that it only occurs with the full knowledge and consent of someone in charge of the organisation or the person's carers.
- Design training programmes that are within the ability of the individual.
- If you need to help someone with a wetsuit or buoyancy aid or provide physical assistance or support, make sure you are in full view of others.
- Take great care with communications via mobile phone, e-mail or social media that might be misunderstood or shared inappropriately. In general, only send group communications about organisational matters using these methods. If it's essential to send an individual message to a person who has a learning disability or other impairment that might affect their understanding, copy it to their carer.

You should never:

- engage in rough, physical or sexually provocative games or activities
- allow or engage in inappropriate touching of any form
- use inappropriate language
- make sexually suggestive comments, even in fun
- fail to respond to an allegation made by a vulnerable person; always act • do things of a personal nature that the person can do for themselves.

It may sometimes be necessary to do things of a personal nature to help someone with a physical or learning disability. These tasks should only be carried out with the full understanding and consent of both the individual (where possible) and their carers. In an emergency situation which requires this type of help, if the individual lacks the capacity to give consent, carers should be fully informed. In such situations it is important to ensure that anyone present is sensitive to the individual and undertakes personal care tasks with the utmost discretion.

Code of Conduct

It is the policy of Whitefriars Sailing Club that all participants, coaches, instructors, officials, parents/carers and volunteers show respect and understanding for each other, treat everyone equally within the context of the sport and conduct themselves in a way that reflects the principles of the organisation. The aim is for all participants to enjoy their sport and to improve performance.

Abusive language, swearing, intimidation, aggressive behaviour or lack of respect for others and their property will not be tolerated and may lead to disciplinary action.

Participants

- Listen to and accept what you are asked to do to improve your performance and keep you safe.
- Respect other participants, coaches, instructors, officials and volunteers
- Abide by the rules and play fairly.
- Do your best at all times.
- Never bully others either in person, by phone, by text or online.
- Take care of all property belonging to other participants, the club or its members.

Carers

- Accept that adult participants have a right to take risks and to take decisions about their welfare, unless they lack the capacity to do so as defined by the Mental Health Act 2005.
- Support the participant's involvement and help them enjoy their sport.
- Help the participant to recognise good performance, not just results.
- Never force the participant to take part in sport.
- Never punish or belittle the participant for losing or making mistakes.
- Encourage and guide the participant to accept responsibility for their own conduct and performance.
- Respect and support the instructor/coach.
- Accept officials' judgements and recognise good performance by all participants.
- Use established procedures where there is a genuine concern or dispute.
- Inform the club or event organisers of relevant medical information.
- Ensure that the participant wears suitable clothing and has appropriate food and drink.
- Provide contact details and be available when required.
- Take responsibility for the participant's safety and conduct in and around the clubhouse.

Coaches, Instructors, Officials and Volunteers

- Consider the welfare and safety of participants before the development of performance.
- Encourage participants to value their performance and not just results.
- Promote fair play and never condone cheating.
- Ensure that all activities are appropriate to the age, ability and experience of those taking part .
- Build relationships based on mutual trust and respect .
- Work in an open environment .
- Avoid unnecessary physical contact with young or vulnerable people.
- Be an excellent role model and display consistently high standards of behaviour and appearance .
- Do not drink alcohol or smoke when working directly with young people.
- Communicate clearly with participants and carers .
- Be aware of any relevant medical information.
- Follow RYA and club/class guidelines and policies .
- Holders of RYA Instructor and Coach qualifications must also comply with the RYA Code of Ethics and Conduct .
- Holders of RYA Race Official appointments must also comply with the RYA Race Officials Code of Conduct.

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