

Highworth Canoe Club Child Protection Policy

What happens if...?

If you suspect abuse, a young person confides in you, or a complaint is made about any adult or about yourself, it is your duty to report the concern.

If a young person tells you about abuse by someone else:

1. Allow the young person to speak without interruption, accepting what is said
2. Offer immediate understanding and reassurance but do not promise anything you cannot implement, while passing no judgement
3. Advise that you will try to offer support but that you must pass the information on
4. Immediately tell your Group Child protection officer or Coach
5. Write careful notes of what was said; use actual words wherever possible
6. Sign, date and pass your notes to your Child protection officer
7. Ensure that no situation arises which could cause any further concern

Note: In an emergency (young person at imminent risk of significant harm) contact police or social service/work department direct. Inform your Child protection officer of the action you have taken.

Child Protection - A code of good practice

It is the policy of Highworth Canoe Club to safeguard the welfare of all Members by protecting them from physical, sexual and emotional harm

What to do if...

If you have a concern about a young person's safety and well being:

1. Immediately tell your Child protection officer or Coach
2. Write careful notes of what you witnessed, heard or were told
3. Sign, date and get them counter signed by a witness, pass your notes to your Child protection officer
4. Ensure that no situation arises which could cause any further concern

If you receive a complaint or allegation about any adult or about yourself:

1. Immediately tell your Child protection officer or Coach
2. Write careful notes of what you witnessed, heard or were told
3. Sign, date and get them counter signed by a witness, pass your notes to your Child protection officer
4. Try to ensure no-one is placed in a position which could cause further compromise.

Note: Any member of the Highworth Canoe Club has the right to report any concerns, or suspicions about another Member in confidence and free from harassment.

You must refer; you must not investigate.

If in any doubt about policy or procedure please contact the Child Protection Officer on 01793 86740

Child protection Do's and Don'ts

- DO put this code into practice at all times
- DO treat everyone with dignity and respect
- DO set an example you would wish others to follow
- DO treat all young people equally - show no favouritism
- DO plan activities that involve more than one other person being present, or at least are within sight and hearing of others
- DO respect a young person's right to personal privacy
- DO avoid unacceptable situations within a relationship of trust e.g. a sexual relationship with a youth Member over the age of consent
- DO allow young people to talk about any concerns they may have
- DO encourage others to challenge any attitudes or behaviours they do not like
- DO remember this code even at sensitive moments e.g. when responding to bullying, bereavement or abuse
- DO remember someone else might misinterpret your actions, no matter how well-intentioned
- DO take any allegations or concerns of abuse seriously and refer immediately
- DON'T trivialise abuse
- DON'T form a relationship with a young person that is an abuse of trust
- DON'T engage in inappropriate behaviour or contact - physical, verbal, sexual
- DON'T play physical contact games with young people
- DON'T make suggestive remarks or threats to a young person, even in fun
- DON'T use inappropriate language - writing, phoning, email or internet
- DON'T let allegations, suspicions, or concerns about abuse go unreported
- DON'T just rely on your good name to protect you