



# OUSE AMATEUR SAILING CLUB

HIGH ROAD, SADDLEBOW

Website: [www.oasc.co.uk](http://www.oasc.co.uk)

email: [hon.secretary@oasc.co.uk](mailto:hon.secretary@oasc.co.uk)

FOUNDED 1881

## **Ouse Amateur Sailing Club (OASC) Welfare Policy**

This policy is based on the Royal Yachting Association (RYA) Safeguarding and Child Protection Policy and Guidelines for clubs, class associations & recognised training centres **February 2020**.

### **Policy statement**

As defined in the Children Act 2004, for the purposes of this policy, anyone under the age of 18 should be considered as a child. This policy also applies to vulnerable adults.

It is the policy of the OASC to safeguard children and young people taking part in club activities from physical, sexual or emotional harm. The club will take reasonable steps to ensure that it provides a safe environment for children, both members and non-members, whilst they are participating in activities organised by the club. It recognises 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. All concerns or allegations of inappropriate behaviour will be taken seriously and responded to swiftly and appropriately.

All club members should be aware of and comply with this policy.

Any member of the Club failing to comply with this Welfare Policy may be subject to disciplinary action under Club Rule 3.11.

### **Good Practice**

As well as protecting the child it is important to protect members from false allegations. This is done by promoting good practice. If you are concerned that there may be a problem which might provoke an allegation, then inform the Welfare Officer immediately.

OASC has a duty of care to its members, visitors and particularly to people who cannot take full responsibility for their own safety. For those under 16 years of age, parents/guardians must be present and take responsibility for their child's welfare and behaviour at all times or designate another adult who has agreed to take that responsibility. For those under 18 and over 16 years of age a parent/ guardian is not required to be present or to designate another adult to take responsibility. This will be made clear to the young person and their parent/guardian.

The Club will seek written consent from parents/carers before taking photos or video of a child 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 Welfare Officer.



The Club will ensure that it is responsible for the content published on its website and social media (OASC Facebook page.) Any inappropriate material will be removed.

All confidential information (including images) will be processed, stored and destroyed in accordance with the OASC Data Protection Policy and Data Protection legislation (General Data Protection Regulation.)

**Below are some common sense guidelines that all club members should follow:-**

- Adults should not be alone in the changing room with children who are showering or changing. If it is necessary to enter, then it is best to be accompanied by another adult.
- Do not spend time alone with children away from others.
- Avoid taking children in a car alone, however short the journey (although this may be necessary for the safety of the child in a medical emergency). Parental permission should be sought where possible.
- Do not take children to your home as part of your OASC activities.
- 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
- Do not photograph or video children, or publish their pictures without the knowledge and consent of a parent/guardian.
- Restrict communications with young people via mobile phone, e-mail or social media to group communications about organisational matters. If it's essential to send an individual a message, copy it to the child's parent or carer.
- If a child is having difficulty with a wetsuit or buoyancy aid, tell them to ask a friend to help if at all possible.
- If you have to assist a child with clothing, safety equipment etc. make sure you are in full view of others, preferably adults.
- Parental consent must be obtained in the event where medication or treatment is required to be administered in the absence of a parent/guardian; this includes hospitalisation.
- Remember it is always best to have another adult with you if you feel you need to act.

**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.



- Do things of a personal nature that children can do for themselves.
- Fail to respond to an allegation made by a child; always act

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 both 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.

Please do not let these issues prevent you from helping and supporting children, but be aware that if alone, your actions may be misinterpreted.

Anyone who is concerned about a young member's welfare, either outside or within the Club, should inform the Club Welfare Officer immediately, in strict confidence.

Awareness and following these guidelines may prevent misunderstandings.

### **What to do if abuse is suspected/ alleged to have occurred.**

For example: if a child tells a member that he/she is being abused.

#### **Always**

- Stay calm-ensure 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 honest and explain you will have to tell someone else to help stop the alleged abuse.
- Make a written note of what the child has said as soon as possible after the event.
- Immediately report the information to the Welfare Officer

#### **Never**

- Rush into actions that may be inappropriate.
- Make promises you cannot keep.
- Ask inappropriate questions, which may jeopardise any impending police investigation.
- Take sole responsibility – inform the Welfare Officer so you can begin to protect the child and gain support.

### **Historical allegations**

If a child/adult protection concern is raised relating to incidents that took place some time ago, the same procedure should be followed as for a new concern, even if the person about whom the



allegation is being made is no longer active within the OASC. If the concern appears to relate to a criminal offence, the individual should be encouraged to contact the Police on 101.

## **Bullying**

If a child or vulnerable adult alleges bullying or shows signs of being bullied, this will be investigated.

## **Organising and hosting events**

When hosting an event at OASC, the club will ensure that all involved in the organisation of the event are operating to similar policies. It will be made clear to all young competitors and their parents that there is someone responsible for their welfare who can be contacted if they have any concerns.

## **OASC Welfare Officer**

The OASC Welfare Officer is Suzanne Pembury.

Anyone who has concerns about a child/young person's welfare or allegations involving OASC should contact the Welfare Officer immediately.

tel 07999569568

e-mail [pembury@talktalk.net](mailto:pembury@talktalk.net)

## **Further advice and help.**

OASC members are not experts in recognising child abuse, however if suspected abuse has taken place or a member has been given information that leads them to believe that abuse was happening or had taken place the information will be passed on to the appropriate authorities.

If you have concerns about the safety or well-being of any child or young person contact Norfolk County Council Customer Services Centre on 0344 800 8020.

## **Useful resources**

Norfolk Safeguarding Children Board	<a href="http://www.nscb.norfolk.gov.uk">www.nscb.norfolk.gov.uk</a>
NSPCC free 24 hour helpline	0800 800 5000.
Royal Yachting Association	<a href="mailto:safeguarding@rya.org.uk">safeguarding@rya.org.uk</a>
Child Protection in Sport Unit	<a href="http://www.thecpsu.org.uk">www.thecpsu.org.uk</a>
Active Norfolk	<a href="http://www.activenorfolk.org">www.activenorfolk.org</a>
Childline	0800 1111
MIND – mental health charity	0300 123 3393

This policy will be kept under periodic review in line with current RYA guidance.