

## NCC/SCP/001

### Norwich Canoe Club - Safeguarding Children Policy February 2017

#### Duty of Care

Norwich Canoe Club are committed to ensuring that all those taking part in canoeing are able to do so protected and kept safe from harm. This is particularly true in respect of children. We all have a duty with respect to safeguarding and protecting children to ensure they can participate and enjoy our sport with the highest possible standards of care. All coaches, volunteers and providers should have a clear understanding of operating within an appropriate code of ethics, aware of what their 'duty of care' is and how this relates to their position in providing activities and being responsible for others.

A good definition of 'duty of care' is:

**“The duty which rests upon an individual or organisation to ensure that all reasonable steps are taken to ensure the safety of any person involved in any activity for which that individual or organisation is responsible.”**

In an activity such as canoeing, safety and keeping people safe is all about risk assessment and minimising the risks involved at all levels of participation. Coaches, volunteers, officials or administrators should all take 'reasonable' steps to safeguard those directly taking part in activities and at any time they may be deemed responsible for those in their charge - in vehicles, during journeys to and from the activity, during events, team training events and camps etc.

The content of this document provides specific information in respect of safeguarding and protecting children in order that everyone can appreciate their 'duty of care' with regard to these issues, risk assess their positions and support and advise those at risk.

Further to this document you may wish to consult the following additional information all available on our website.

- Bullying and Harassment Policy
- Anti-Bullying Policy (Children and Young people)
- Safeguarding Whistle Blowing Policy
- Safeguarding Adults Policy

The welfare of children is everyone's responsibility, particularly when it comes to protecting a child from abuse. Everyone in the Club can help - administrator, club official, coach, parent, friend and children themselves.

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Abuse can occur wherever there are children - at home, at school, in the park, at the club. Sadly, there are some people who will seek to be where children are simply in order to abuse them. We believe that everyone in Paddlesport has a moral responsibility and therefore a part to play in looking after the children with whom we are working.

Whilst the welfare of children is our first consideration in establishing child protection policies and procedures, we have also taken account of the needs of coaches, particularly where falsely accused. A feature of our policy on Safeguarding Children is to ensure that we provide individuals with access to confidential advice, guidance and support path, provided separately to that provided for those with concerns that abuse may be taking place. This is available from British Canoeing.

These safeguarding and child protection procedures stem from the following principles:

- The child's welfare is paramount.
- Anyone under the age of 18 is classed as a child.
- All children, regardless of age, disability, gender, racial origin, religious belief, marital status and sexual identity have a right to be protected from abuse.
- To respect and promote the rights, wishes and feelings of young people in line with the UN Convention on the Rights of the Child.
- Coaches, clubs and centres need to be provided with advice to raise awareness of best practice and guidance and support should they become involved in an abuse situation.

Norwich Canoe Club recognises that some children may have additional vulnerabilities or are disadvantaged by their experiences. It is important for all those that work with children are vigilant in creating a safe culture and are aware of those who may have additional vulnerabilities.

### **INDICATIONS OF ABUSE**

There are physical and behavioural signs that might raise your concern about the welfare or safety of a child. They are only indicators - not confirmation. Some examples are: Where the child,

- Says that she or he is being abused, or another person says they believe (or actually know) that abuse is occurring.
- Has an injury for which the explanation seems inconsistent.
- Behaviour changes, either over time or quite suddenly, becoming aggressive, withdrawn or unhappy.
- Appears not to trust adults, e.g. a parent or coach with whom she/ he would be expected to have, or once had, a close relationship.
- Shows inappropriate sexual awareness for his/ her age and sometimes behaves in a sexually explicit way.
- Becomes increasingly neglected-looking in appearance, or loses or puts on weight for no apparent reason.

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Bear in mind that some children can be particularly vulnerable to abuse and may have added difficulties in communicating what is happening to them.

### **What to do if you have a concern about the welfare of a child**

Please remember the golden rule -

It is not your responsibility to decide whether a child is being abused - but it is your responsibility to pass the information on to the appropriate person.

Make a detailed note of what you have seen or heard, in the exact words of the child with interpreting and do not delay passing on the information.

If you are a member, or the parent/carer or friend of a member of the Canoe Club you should tell one of the Club Welfare Officers.

**If you need urgent advice contact the NSPCC Child Protection 24 hours Help Line 0808 800 5000 or if appropriate dial 999.**

One of the Club Welfare Officers can:

- Talk to the child's parents/carers about the concerns if you think there may be an obvious explanation such as a bereavement or pressure from their studies/exams.
- If you need urgent advice contact the NSPCC Child Protection 24 hours Help Line or the Police. Contact your local Social Services Department or, in an emergency, the Police.
- If you are working with paddlers away from home, at a training camp, perhaps, or a national/regional competition - tell the team manager or the designated welfare officer.

If a child tells you that he or she is being abused

- Stay calm.
- Do not promise to keep it to yourself.
- Listen to what the child says and, please, take it seriously.
- Only ask questions if you need to identify what the child is telling you – do not ask about explicit details.
- Make a detailed note of what the child has told you in the words of the child and please do not delay passing on the information.

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## WHAT SHOULD YOU DO IF YOU HAVE ALLEGATIONS MADE AGAINST YOU?

If as a coach or volunteer you have had allegations made against you and you wish to discuss the matter with an impartial adviser you could contact British Canoeing Safeguarding Officer who will advise you of what support may be available.

email: [childprotection@britishcanoeing.org.uk](mailto:childprotection@britishcanoeing.org.uk)

**British Canoeing Safeguarding Lead**  
**Tel: 0115 8968842**

Signed by the NCC Community Coach.....Date .....

Tim Scott

Signed Chairperson.....Date .....

Kerry Duff

Review Date February 2020