

Halifax Sailing Club

Children, Young People and Vulnerable Adult

Safeguarding Policy and Procedures

1 Policy Statement

- a. Halifax Sailing Club is committed to safeguarding, from physical, sexual or emotional harm, neglect or bullying, children, young people and vulnerable adults taking part in its activities. We recognise that their safety, welfare and needs are paramount and that all children and vulnerable adults, irrespective of age, disability, race, religion or belief, sex, sexual or gender identity or social status, have a right to protection from discrimination and abuse.
- b. For the purposes of this policy anyone under the age of 18 should be considered as a child. All members of the Club should be aware of the policy. More details guidelines regarding this policy and procedure can be found in the relevant RYA Safeguarding policies and procedure guidelines.
- c. This policy is to be read alongside the RYA code of conduct for instructors, trainers and examiners, a copy of which is attached

2 Club Welfare Officer

- a. Halifax Sailing club has a dedicated Welfare Officer whose name and contact details are available on the club's website and on the notice board in the club house.

3 Staff and Volunteers

- a. The Club Welfare Officer and those regularly instructing, coaching or supervising (instructors and assistant instructors) will also be asked to apply for an Enhanced Criminal Records Disclosure (DBS), with Barred List check.
- b. These DBS records will be checked every 3 years or if any concern is raised about an individual.
- c. All instructors are required by the RYA to undertake appropriate Safeguarding training prior to qualifying. It is suggested that instructors undertake a suitable refresher course every 3 years.

4 Good Practice

- a. All members of the Club should follow the RYA good practice guidelines, agree to abide by the Club Code of Conduct and the RYA Racing Charter contained in the Racing Rules of Sailing. Those working or volunteering with young people should be aware of the RYA guidance on recognising abuse etc

- b. Parents are requested to supervise their children in the changing rooms whenever possible. Adults are requested not to enter unaccompanied the showers and changing rooms at times when children are changing before or after junior/youth training or racing. If this is unavoidable it is advised that they are accompanied by another adult.
- c. The Club will seek written consent from parents/carers before taking photos or video of a child at an event or training session 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.

5 Concerns

- a. Anyone who is concerned about a young member's or participant's welfare, 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 RYA's approved guidance
- b. Any member of the Club failing to comply with the Safeguarding policy or any relevant Codes of Conduct may be subject to disciplinary action under Club rule 8ii.

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Revision date: August 2027

RYA guidance and procedures: www.rya.org.uk/go/safeguarding

RYA Instructor Code of Conduct for RYA Instructors, Trainers, and Examiners

Useful contact numbers

NSPCC 24-hour helpline: Tel: 0808 800 5000 E-mail: help@nspcc.org.uk

RYA Safeguarding Manager: Tel: 023 8060 4104 E-mail: safeguarding@rya.org.uk



RYA Instructor Code of Conduct For RYA Instructors, Trainers, and Examiners

The RYA values and respects the very talented people that make up our training network, and views them as important ambassadors of the RYA's brand and values. This document outlines the code of conduct to which all holders of RYA instructor qualifications and RYA training appointments (hereafter referred to as instructors) are required to comply. The code of conduct is intended to make clear to all participants, instructors and RYA appointment holders, the high standards to which all are expected to conform. Instructors must:

- 1 Behave in a manner that is consistent with the values of the RYA, particularly with regards equality, diversity, inclusivity and sustainability.
- 2 Respect the rights, dignity and worth of every person and treat everyone equally within the context of their boating activity.
- 3 Place the wellbeing and safety of the student above the development of performance or delivery of training.
- 4 Encourage and guide students to accept responsibility for their own behaviour and performance.
- 5 Only develop relationships with students that are appropriate and legal, (especially those under 18) whether face to face or in a digital context. Relationships must be consensual, based on mutual trust and respect and must not exert undue influence to obtain personal benefit or reward.
- 6 Ensure the activities they direct or advocate are student focused, and appropriate for the age, maturity, experience and ability of the individual. Always clarify with students (and where appropriate their parents or carers) exactly what is expected of them and what they are entitled to expect.
- 7 Behave appropriately to ensure the safety of instructors, students and others under your direction.
- 8 Treat all RYA instructors, appointment holders, staff and other stakeholders with respect.
- 9 Act with integrity in all customer and business to business dealings pertaining to RYA training.
- 10 Read, understand, and comply with the Safeguarding Children and Safeguarding Adults policies and guidelines as detailed on the RYA website at www.rya.org.uk/safeguarding.
- 11 Comply with the laws and regulations of the jurisdiction in which they are operating.
- 12 Follow all RYA guidance and standards with regards specific training or coaching programmes.
- 13 Not do or neglect to do anything which may bring the RYA into disrepute, including through the use of social media.
- 14 Hold relevant, up to date governing body qualifications as approved by the RYA.
- 15 Only teach or provide RYA courses or RYA certification within the framework of an RYA recognised training centre.
- 16 Notify the RYA immediately of any court-imposed sanction that precludes the instructor from contact with specific user groups (for example children or adults at risk) and be aware that certain sanctions may result in the automatic withdrawal of your qualification.
- 17 Notify RYA Training in the event of any health issues that may affect their ability to carry out their responsibilities, including the use of medication which may impact their role.
- 18 Not carry out RYA training, examining or coaching activities whilst under the influence of alcohol or drugs.

Failure to adhere to the RYA Instructor Code of Conduct may result in the suspension or withdrawal of RYA qualifications or appointments.