Grosvenor Rowing Club – Anti-bullying Procedure

1.0 Introduction

1.1 Bullying

There is no legal definition of bullying. However British Rowing provides a definition of bullying as being behaviour that is:

- repeated
- intended to hurt someone either physically or emotionally
- often aimed at certain groups, e.g. because of race, religion, gender, sexual orientation, disability, family situation, or anyone considered to be 'different'

1.2 The purpose of this document is to set out:

a) steps the Club will take to help protect all members from bullying

b) steps to be taken in the event of a bullying concern

2.0 Scope

2.1 This procedure applies to all members, regardless of the position they hold within the club. It also applies to parents, guardians and carers where a member is either a Junior (aged under 18 years) or is an adult at risk as defined in the Care Act 2014.

3.0 Reference documents

3.1 British Rowing *Anti-bullying* policy
3.2 Grosvenor Rowing Club *Anti-bullying* policy (see appendix 1)
3.3 Grosvenor Rowing Club *Disciplinary and Grievance Procedures*

Raising awareness

4.0 Grosvenor Rowing Club (the Club) is committed to providing a caring, friendly, and safe environment for all members. As part of this commitment the Club has an Anti-bullying Policy. The Club Chair will work with the Club Welfare Officer to ensure that all club members, (and in the case of juniors or 'at risk' adults) parents, carers and guardians are made aware of the Club's Anti-Bullying Policy and adhere to it.

Reporting a concern about bullying

4.1 Any member with a concern about bullying should report it to the Club Welfare Officer (or to a Club Committee member if the Welfare Officer is unavailable). Whilst the Club is unable to promise to keep the bullying secret (e.g. if we are concerned about someone's safety and well-being) it will always handle concerns and disclosures sensitively and confidentially.

4.2 If a member is unable to report a concern to the Club Welfare Officer or a member of the Committee (e.g. if those officers are involved in the concern) they may wish to contact British Rowing. British Rowing's Safeguarding & Integrity team is the point of contact for safeguarding, disciplinary, grievance, anti-doping and integrity guidance. They can be contacted by emailing:

safeguarding@britishrowing.org

Members can also report a concern about safeguarding, safety and anti-doping violation online at the website britishrowing.org

4.3 In cases of serious bullying and you are concerned that someone is threatened with violence or harm then you should contact the police.

4.4 Upon receiving a bullying concern the Club Welfare Officer will determine whether the concern is a safeguarding matter i.e. one which involves someone under the age of 18 years and/or someone who falls within the category of an 'adult at risk'. An adult at risk is 'a person who is aged 18 years or over and at risk of abuse or neglect because of their needs for care and support' (Care Act 2014, England).

4.5 If the concern does fall within the safeguarding category then the Club's Safeguarding Procedure will be followed. If the alleged bullying is between adults (and no safeguarding concerns) then it is classed (by British Rowing) as a breach of the Code of Conduct to be addressed using the Club's disciplinary procedures. The Club's Disciplinary and Grievance Procedures will be followed in the event of an allegation of bullying, where safeguarding does not apply.

Appendix 1

Anti-bullying policy

The Committee and Officers of Grosvenor Rowing Club are committed to providing a welcoming, inclusive, and safe environment for all of our members, both adults and children.

Bullying of any kind is not tolerated at our club.

We take a proactive approach to prevent bullying of anyone from occurring and will respond to all concerns and disclosures of bullying, prioritising the well-being of all children and adults at risk. We believe that in most cases, addressed early on, bullying can be effectively stopped and everyone can continue to enjoy rowing.

We strongly encourage all members to report incidents of bullying to the Club Welfare Officer or a member of the Committee to enable us all to work together to address it.

Preventing bullying

Our club makes this Anti-Bullying Statement easily available to all members and visitors

Our introduction to new club members and visitors includes outlining our anti-bullying stance

We raise awareness of bullying in our club – this may be through anti-bullying posters; and/or celebrating Anti-Bullying week

All rowers and parents of junior rowers must adhere to and sign the Club's Code of Conduct upon joining

A member who does not adhere to the Code of Conduct may be the subject of the club's disciplinary process and ultimately have sanctions applied, such as suspension or withdrawal of membership

Our Club Welfare Officer is responsible for raising awareness of our anti-bullying statement and following our procedures (see 'what to do if bullying occurs').

Our Club Welfare Officer has a responsibility to:

- clearly communicate that bullying is not tolerated in the club;
- be a contact point for children and adults to speak to about bullying concerns and disclosures
- talk to the child or adult to ask them what is happening and what they can do to help;
- if bullying is taking place, to follow the club's anti-bullying procedures;
- talk to the British Rowing Safeguarding & Integrity Team if support is required.

What to do if bullying occurs

Talk to our Club Welfare Officer (or a Club Committee member if the CWO is not available). We cannot promise to keep the bullying secret if we are concerned about someone's safety and well-being, but we will do our best to handle all concerns and disclosures sensitively, working with you to find practical solutions that keep everyone safe and enjoying rowing

For under 18s:

1. Our Club Welfare Officer will meet with the young person being bullied and their parents to agree how to address the bullying. We will make written notes after the meeting to summarise what has been said and agreed; these will be seen and signed by those present at the meeting

2. If the young person chooses to handle the bullying themselves, ideas for doing so will be discussed with the parents and young person unless there are concerns that this puts them or someone else at risk of (further) harm

3. If the young person being bullied agrees, or there is a concern that others may be at risk of harm, those bullying, and their parents will be asked to meet with the Club Welfare Officer. As in (1), notes after the meeting will be taken

4. If both parties agree, a meeting between the young person bullying and young person being bullied, their parents and Club Welfare Officer, will be held to agree how to prevent further bullying and an agreement made and put in writing. This is likely to include informing the coach of decisions so that the coach can monitor the situation

5. Follow-up meetings will be scheduled (where feasible) to check in on everyone involved and ensure the bullying has ceased

6. If the bullying continues, our club may request the bully to leave the club, either temporarily or permanently

7. Where there is a concern that the young person bullying may be experiencing harm themselves, may be harming others outside of rowing, and/or the bullying is severe, our club will report the concerns to the British Rowing Safeguarding & Integrity Team, who will work with us in line with the British Rowing Safeguarding and Protecting Children Policy.

For over 18s where an adult has identified themselves as 'at risk':

1. Our Club Welfare Officer will meet with the adult being bullied (and their carer where there is one and the adult chooses for that person to be present) to agree how to address the bullying

2. Steps (2) to (6) above will be followed

3. Where there is a concern that either the bully is a person who may be at risk of harm themselves; or the bully may be (at risk of) harming others; or the bully is an adult at risk who agrees the issue can be reported so they can access support, our club will report the concerns

to the British Rowing Safeguarding & Integrity Team, who will work with us in line with the British Rowing Safeguarding and Protecting Adults at Risk Policy.

It is important to remember that the person bullying may be experiencing, or have experienced bullying, other harm, and/or challenging personal situations themselves.

Our club works with the person bullying and the person being bullied, with the aim of ending the bullying where both parties can learn from the incident, become advocates for preventing and responding to bullying and continue to enjoy rowing.

However, in some instances we recognise that the bullying may not be resolved and/or someone may continue to be at risk of bullying.

Our zero-tolerance approach to bullying means that our club may ask someone who is bullying to leave the club temporarily or permanently.

If the person bullying is a coach or other adult in a position of trust:

• If the person bullying is the Club Welfare Officer, concerns should be reported to a Committee Member or directly to the British Rowing Safeguarding & Integrity Team

• The British Rowing Safeguarding & Integrity Team must always be informed

• Where applicable, the case will follow the British Rowing Disciplinary procedures

• The case may be referred to the Case Management Group and/or the police

• Where a coach or teacher is employed by an outside organisation, the British Rowing Safeguarding & Integrity Team will also inform the person's employer.