Grosvenor Rowing Club - Safeguarding Procedure

1.0 Introduction

1.1 Safeguarding is the process of protecting children and adults at risk from harm. An 'Adult at Risk' is defined as 'any 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).

1.1 British Rowing is the governing body for rowing in England. Grosvenor Rowing Club (the Club) is a British Rowing affiliated club and as such will comply with British Rowing's Safeguarding policies.

1.2 The purpose of this document is to set out:

a) steps the Club will take to help protect adults at risk and young people from harm

b) steps to be taken in the event of a safeguarding 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 Section 1.1 above.

3.0 Reference documents

3.1 British Rowing *Safeguarding and Protecting Children* policy

3.2 British Rowing *Safeguarding and Protecting Adults at Risk* policy

3.3 British Rowing *Club Support Guide: Safeguarding Handbook 2 "Handling Concerns"*

3.4 Grosvenor Rowing Club *Anti-bullying policy*

4.0 Accessing help / reporting a concern

4.1 If a club member is concerned about a child or adult at risk, or behaviour towards a child or adult at risk, those concerns should be reported to the Club Welfare Officer (CWO) who will have received the appropriate training and will be able to offer appropriate guidance. Details of the CWO are available at the club and on the Club's website.

4.2 If the CWO is unavailable or is implicated in your concern, then you should disclose your concern to the Club Chair or an appropriate member of the Club Committee. If this is not possible or appropriate members may wish to contact British Rowing to report their concerns. Details are provided in appendix 1

4.3 If there is any immediate danger to a child or adult at risk, you should report this immediately to the police or emergency services (by calling 999) and seek any necessary medical attention.

5.0 Procedure

5.1 The Club committee is responsible for ensuring the appointment of a Club Welfare Officer. The Chair will ensure the person appointed receives adequate training and information about the role and their responsibilities. The Chair will also ensure that the Club Welfare Officer's details (name and how to contact) are publicised to all club members.

5.0 Anti-bullying policy

5.1 The Chair will ensure that the Club has an anti-bullying policy and will oversee measures so that all members (parents and carers) are aware of the policy and adhere to it.

6.0 Safeguarding children

6.1 The Club has adopted British Rowing's Safeguarding & Protecting Children Policy. The Chair will ensure that the policy is implemented (and along with this procedure document) is publicised to all members and parents/carers.

7.0 Safeguarding adults at risk

7.1 The Club has adopted British Rowing's Safeguarding Adults at Risk Policy. The Chair will ensure that the Policy is implemented and publicised to all members and parents/carers.

8.0 Recruitment

8.1 When appointing new coaches, volunteers and employees the Club will follow British Rowing's Safer Recruitment guidance (section 4 of BR Safeguarding Handbook 1). This includes obtaining suitable references, undertaking vetting and ensuring individuals are adequately trained to carry out their role safely.

9.0 Responding to safeguarding concerns

9.1 In the event of a safeguarding concern being raised with the Club, the person receiving the concern (if they are not the Club Welfare Officer) should immediately contact the Club Welfare Officer.

9.2 In the event that it is not possible or appropriate to contact the Club Welfare Officer then the Club Chair should be contacted.

9.3 Upon receiving a safeguarding concern the Club Welfare Officer (or Chair) will follow British Rowing guidance including the Safeguarding Handbook 2 "Handling Concerns".

9.4 Care should be taken to ensure that details of the concerns are only shared with those with whom it is necessary to share i.e. 'need to know basis'. Concerns should be responded to promptly i.e. the actions described in the British Rowing Safeguarding Handbook should be initiated without delay.

Appendix 1

British Rowing's Safeguarding & Integrity team is the point of contact for safeguarding, disciplinary, grievance, anti-doping and integrity guidance. They can be contacted at

safeguarding@britishrowing.org

Members can also report a concern about safeguarding online at the website britishrowing.org