

# Strathclyde Park Rowing Club



## Child Protection Policy

May 2018

Strathclyde Park Rowing Club (SPRC) fully adopts and endorses the Child Protection Policy and Procedures of Scottish Rowing (SR). This may be downloaded from the *Child Protection* page (obtained via the *About Us* tab) of the SR web site [www.scottish-rowing.org.uk](http://www.scottish-rowing.org.uk).

**In addition, SPRC will implement the following procedures designed for its specific circumstances.**

### The Club Environment

Strathclyde Park Rowing Club operates on the basis of acknowledging the rights of young people under child protection legislation, and endeavours to pre-organise training sessions, water outings, attendance at regattas, trials and club social activities with the full knowledge and support of their parent(s)/legal guardian.

The Club Captain or Vice Captain is normally the Club's Child Protection Officer.

While child protection good practice suggests that two (2) adults should be present, in a small club like ours that will not always be achievable. This may therefore involve:

- young people being in a one to one situation with their own coach or a member of the coaching team;
- a number of young people being supervised by their own coach or a member of the

coaching team;

- female young people being supervised by a male member of the coaching team;
- male young people being supervised by a female member of the coaching team;
- The transportation of young people by car, van or from time to time by public or other commercial transport with only one authorised adult present - this may or may not be a member of the coaching team.

## Safeguards

To provide assurance for young people, their parents/legal guardian and approved members of the club coaching team, Strathclyde Park Rowing Club has the following safeguards in place:

- Members of the club coaching team have been assessed and certificated to at least the SR's Basic Instructor's Certificate or Introduction to Coaching;
- Members of the club coaching team will be vetted under the Protecting Vulnerable Groups Scheme (PVGS).
- Where possible all coaching and training sessions will be carried out with other members of the club in the vicinity;
- Where visits to locations away from home involving overnight stay are planned, then parents will be given the option of accompanying their young person or nominating a same sex adult, family friend or representative to act on their behalf. Where by agreement the representative is an adult member of the club then the composition of the accompanying members must reflect the young people's male/female composition and meet as a minimum the ratios quoted below.

## Best Practice Procedures

Child protection legislation and best practice have been taken into account in developing the following procedures.

- At no time shall a coach require to come into direct personal contact with anyone in their charge (except in a first aid/emergency situation);
- Technique/positioning should always be demonstrated in a manner that avoids any form of personal contact;
- Separate changing facilities including toilets & showers are provided for males/females; the doors are equipped with electronic locks to prevent unauthorised access;
- Parental/legal guardian consent, preferably written, should be in place to cover the day to day aspects of vehicle journeys, coaching, travel to local regattas etc where no overnight stay is involved (signing of the attached document, *Child Protection - Statement of Understanding*, provides that consent);
- Where an overnight stay is involved then separate permission must be obtained;

## Recruitment and Selection of Coaching Team Members

The club recognises that anyone may have the potential to abuse children in some way and that all reasonable steps must be taken to ensure unsuitable people are prevented from working with children. As a first step, membership of the coaching team will normally be restricted to existing members of the club. When undertaking pre-selection checks the following will be included.

- All prospective coaches should complete an application form. The application form will seek information about an applicant's past and encourage self disclosure about any criminal record;
- Consent will be obtained from an applicant to seek information via a PVGS membership application, including information from the Banned List (Children);
- Evidence of identity (passport or driving licence with photo).
- Evidence of residence (driving licence, utility bill, etc).

The Club Captain (and CPO) will be responsible for organising PVGS applications and receiving the results. Once the results are received, the Captain will discuss each application with the President and Vice-Captain and a decision taken on the applicant's suitability.

**Anyone who has a previous criminal conviction for offences related to abuse is automatically excluded from working with children and hence from the coaching team.**

## Photography at Sporting Events

There is evidence that some people have used sporting events as an opportunity to take inappropriate photographs or film footage of young and disabled sportspeople in vulnerable positions. It is advisable that all members be vigilant with any concerns to be reported to the club Child Protection Officer.

Club officials and coaches may, from time to time, use video and photographic equipment as a coaching aid and for publicity purposes. Athletes and their parents/carers should be aware of this. All due care will be taken in the storing of such material.

## Responding to Suspicions or Allegations

No-one expects any club member to decide whether or not child abuse has taken place. However there is a responsibility to act on any concerns through contact with the appropriate authorities.

The club assures all members that it will fully support and protect anyone, who in good faith reports his or her concern that a colleague is, or may be, abusing a child.

## Participation at Regattas

The following guidelines have been prepared to inform parents about the procedures for

entering, transporting and supervising of junior athletes at rowing regattas. Our aim is to enable all of our members to compete safely and enjoy the regatta atmosphere. The content of the document has been agreed by the SPARC Committee, Coaches and Club Captain.

As a Club, we hope that the parents and families of our junior athletes will take an active interest in their activities and we would encourage them to attend regattas whenever they can to support them. It is important to note that rowing regattas will usually involve a full day's commitment from each athlete and present a less protected and controlled environment than the normal training situation at Strathclyde Park. We therefore urge all parents/guardians to attend at least one regatta early on in their child's rowing career so that they are aware of how regattas operate and have satisfied themselves that they are happy for their child to participate under these conditions.

We also understand that parents may not wish their child to compete at any regattas, or the children themselves may not want to take part in any racing activity. If this is the case, please inform the Captain or one of the junior coaches.

## Entries to Regattas

1. The club provides all members with a fixture list at the start of each year. The club will not normally race at every regatta listed, but junior athletes will be informed at least two weeks prior to an event if they have been selected to compete. Parents should inform the junior coaches or Club Captain if their child cannot attend the event for which they have been selected as soon as possible, and at the latest one week prior to the event itself.
2. The Club Captain submits entries to the regattas one week prior to the event, and will notify competitors of the arrangements for boat loading and the expected time that the trailer will return to the Park after racing. The notification will normally be by email, 2 or 3 days before the event. All competitors must pay their entry fees by the day of the regatta and compete in club racing uniform.

## Transport to and from Regattas

1. All junior athletes who have been selected to race at an event must be available to de-rig and load their boats prior to the regatta and to unload their boats when the trailer returns to the Park. If the regatta is a substantial distance away, boat loading may take place the evening before, or early in the morning on the day of the event. If there is any reason why a junior athlete cannot take part in these activities on a particular occasion, parents should inform the Captain or one of the junior coaches as soon as possible. Repeated absence from this activity may result in the athlete being withdrawn from racing crew selection.
2. It is the parents'/guardians' responsibility to arrange transport for their child to and from regattas. If they are unable to transport your child themselves, then they should arrange transport with another parent or club member prior to the regatta date. The Club cannot guarantee transport for any junior athlete who has not made previous arrangements and who turns up on the day looking for a lift. This may result in the

crew being withdrawn from the regatta and, as well as the obvious disappointment for all involved, will also result in the loss of full entry fees for the whole crew.

3. Once transport arrangements have been made, the junior members themselves must not change them on the day.

## At the Regatta Itself

1. It is the responsibility of parents/guardians to ensure they are satisfied that appropriate supervision arrangements are in place at regattas. Please remember that club coaches, the Captain and senior club athletes will be heavily involved in organisational and racing activities at the regatta and cannot provide constant supervision of junior athletes. If parents feel the level of supervision that can be offered by the Club is less than they feel appropriate for their child, and are unable to attend the event itself, they should inform the Club Captain or one of the junior coaches that they do not wish their child to be considered for selection in racing crews.
2. Most regattas provide tearoom facilities, but parents may also wish to ensure that their child has a packed lunch with them. Minimally, all junior athletes should bring a water bottle or some other form of fluids with them to every regatta, as well as a small sum of money.
3. As we cannot rely on the vagaries of the Scottish weather, please ensure that each child has a full change of clothing, a towel and, during summer regattas, sun block and protective headwear with them.
4. If parents will not be attending the regatta, please ensure that your child has a contact telephone number for you.

Please note that, occasionally, certain junior athletes will be asked to compete at regattas which will require travelling considerable distances and staying in overnight accommodation. Parents/guardians of athletes in this category will be provided with specific information about these events prior to them taking place.

## Points of Contact

The following points of contact are available to young persons should they wish to discuss further any aspect of child protection.

- A junior member's first point of contact should always be their own coach or coaching team member.
- Should the young person wish independent advice then the undernoted can be contacted at any time.

Laura Graham (Vice Captain and Child Protection Officer)

Gillian Connal (President)