

PADDLE
CYMRU

Safeguarding Children & Young People Policy

www.paddlecymru.org.uk.uk

Safeguarding Children & Young People Policy

Last Review:	March 2024
Next Review:	March 2027

Our vision

Our vision is to provide an inclusive and active paddling community in Wales. We aim to inspire and support more people across Wales to go paddling.

Our values

		
RESPECT	MAKE IT HAPPEN	LEND A HAND
<p>Respect each other and the natural environment</p> <ul style="list-style-type: none"> • We treat everyone with respect and professionalism • We take care of the environment in everything we do • We listen and understand what the world looks like from other people's points of view • We do everything we can to ensure the safety and well-being of the people we're responsible for 	<p>Believe that almost anything is achievable – and find a way to make it happen</p> <ul style="list-style-type: none"> • We approach every problem with the assumption that there must be a solution • We're creative and adaptable with a willingness to try new ways to solve problems 	<p>Lend a hand to help our community grow and thrive</p> <ul style="list-style-type: none"> • We all pitch in when extra hands are needed • We respond to questions and communicate our actions • We go out of our way to be helpful

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Policy Statement

Paddle Cymru is committed to safeguarding and protecting the children and young people in our care from harm, abuse and exploitation. We recognise our duty of care to provide a safe environment for paddlers to participate and enjoy the full range of paddlesport activities and opportunities that are available to them so that they can achieve their full potential.

Legislation

Paddle Cymru works to the **Wales Safeguarding Procedures** to apply the **Social Services and Wellbeing (Wales) Act 2014** legislation and recognises the **Work Together to Safeguarding People (2021) guidance**.

Abuse is recognised as:

- Physical
- Emotional
- Sexual
- Neglect
- Financial

Paddle Cymru also refers to the All Wales Practice Guides on safeguarding children, which covers:

- Child criminal exploitation (CCE)
- Abuse related to cultural or religious beliefs
- Child trafficking
- Domestic abuse
- Neglect
- Online abuse
- Harmful sexual behaviour
- Home education
- Children who go missing from home or care
- Child sexual exploitation (CSE)

For the purpose of this policy, 'children', 'child' or 'young person' refers to any individual under the age of 18 years old.

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Positions of Trust

As of 28 June 2022, it is now a criminal offence for those in a position of trust in sports organisations, such as coaches, to have a sexual relationship with participants under 18 years of age. The Ministry of Justice has extended the law Sexual Offences Act 2003 to create s22A surrounding positions of trust to include those involved in coaching, leading, teaching, training, supervising or instructing in sport.

Paddle Cymru works to the British Canoeing's Code of Conduct for the Coaching Workforce which has, for many years, recognised the position of trust and power that the coaching workforce holds and has prohibited sexual relationships between a coach and paddler.

We recommend that instructors, coaches and leaders must develop a relationship with their participants (and others) based on openness, honesty, mutual trust and respect. Specifically, the Code of Conduct states:

“Do not engage in any form of sexually related contact or activity with any Paddler for whom you have responsibility. This extends to sexual innuendo, flirting or inappropriate gestures and terms. Coaches are in a position of power and trust in relation to participants. By entering into an intimate/sexual relationship with a Paddler, a Coach may be deemed guilty of abusing this position and, in relation to children and young people, this may be unlawful.”

This applies to all those who help others achieve their goals throughout paddlesport.

The change in law means that any sexual relationship between a coach and participant under 18 is a criminal offence, and therefore would not only be a breach of our Code of Conduct and subject to Paddle Cymru safeguarding and disciplinary procedures but may also result in a criminal prosecution. The law applies to any adult (over 18) involved in coaching, leading, teaching, training, supervising or instructing in a sport.

The Children (Abolition of Defence of Reasonable Punishment) (Wales) Act 2020 (the Act) makes the physical punishment of children illegal in Wales.

It applies to everyone (parents or anyone responsible for a child while in their care). Anyone who physically punishes a child will be breaking the law and risks being arrested or charged with assault and may get a criminal record. Further guidance can be found on the Safety & Safeguarding page of our website www.paddlecymru.org.uk/

Our principles

We believe that the child's welfare is paramount, and they have the right to live free from abuse, harm and neglect regardless of age, disability, gender, race, religion or belief, marital status, pregnancy, maternity or sexual orientation.

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We endorse the UN Convention on the Rights of the Child to respect and promote the rights, wishes and feelings of the child.

We continually strive to work to best practice and implement this throughout the organisation.

Our commitment

Paddle Cymru is committed to work with statutory agencies and government to ensure that appropriate preventative safeguarding measures are in place such as:

- Policies, procedures, safer recruitment, code of conducts and education
- Clear procedures for reporting of safeguarding concerns are accessible to all
- All safeguarding concerns and allegations are managed respectfully and sensitively and are thoroughly investigated in a timely manner and with consultation with external agencies when required.
- We continually seek to learn and improve to provide the best care for our paddlers
- We will ensure that the voice of the child is heard as we take a child-centred approach when managing cases.

Our duty of care

Paddle Cymru recognises that everyone involved in the organisation has a duty with respect to safeguarding and protecting children and young people 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 their safeguarding obligations and be aware of what their 'duty of care' is and how this relates to their position in providing activities and being responsible for others.

Roles and responsibilities

Leadership and Governance

The Paddle Cymru Board of Directors are ultimately responsible for ensuring that effective safeguarding policies and processes are in place. They champion safeguarding and are committed to ensuring that safeguarding is embedded throughout the organisation encouraging everybody to play their part to keep paddlers safe. There is a dedicated safeguarding representative on the Board who works closely with the Paddle Cymru Lead Safeguarding Officer. [Paddle Cymru - Board of Directors](#)

Paddle Cymru will:

- Promote and prioritise the safety and wellbeing of all children and young people
- Ensure policies and procedures are up-to-date and reflect current good practice
- Appoint a Lead Safeguarding Officer
- Appoint a Case Management Group to manage referrals and investigations
- Provide support, information and training to Club Safeguarding Officers and Paddle Cymru staff

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- Follow safe recruitment process for all Paddle Cymru staff and volunteers
- Have clear procedures for managing any safeguarding concerns that are raised
- Work with external agencies to support our safeguarding work
- Learn from Case Management Reviews and implement required changes
- Ensure that confidential, detailed and accurate records are kept of all safeguarding concerns, and are maintained and stored securely.

Paddle Cymru recognises that working in partnership with affiliated clubs, organisations, committees, parents and children is essential for the protection of children and young people.

In April 2024, the Standards for Deployment was introduced to provide clarity and consistency to the essential safety, safeguarding and qualification requirements of an affiliated club or provider, further cementing Paddle Cymru's commitment to Safeguarding. Therefore:

Each club affiliated to Paddle Cymru must:

- Have a Safeguarding Policy for Children and Young People in place
- Adhere to Paddle Cymru' safeguarding procedures and guidance
- Appoint a Safeguarding Officer who has undertaken safeguarding training including the UK Coaching Safeguarding and Protecting Young People training and the Time to Listen course
- Ensure everyone working with children and young people has a valid DBS check
- Accept that all office bearers and committee members have a responsibility for safeguarding, wellbeing and child protection and be prepared to respond to any indication of abuse or poor practice
- Safely appoint/recruit club volunteers/staff in accordance with the recruitment policy
- Have code of conducts in place for all volunteers, coaches, paddlers and parents which are agreed to and signed
- Be prepared to challenge and alter poor practice in collaboration with Paddle Cymru
- Promote an environment where all legitimate concerns can be raised without fear of victimisation or reprisal
- Require all those working with children to complete the minimum level of training. Please refer to [G21 Safeguarding-Training-Requirements 10.11.20.pdf \(cdn-website.com\)](#)

Each registered Member of the Delivery Centre who wishes to provide the Paddlesports Qualifications in accordance with the Provider Agreement (Hereafter referred to as "Provider") must:

- Ensure that they and any personnel they deploy whilst undertaking the Services meet all the Delivery Centre requirements before fulfilling the Provider Role(s) including but not limited to having appropriate Safeguarding training

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- Ensure that they have Standards for Deployment recognised training in Safeguarding, Child Protection and working with Adults at Risk
- Have appropriate Safeguarding policies and systems of work to be able to fulfil the Services in a safe and appropriate manner in accordance with industry best practice.
- Meet the local legislative requirements for criminal records checks in the region or country where the Services are being provided (e.g. Disclosure and Barring Service in England, Protecting Vulnerable Groups in Scotland, Access Northern Ireland in Northern Ireland etc.)

Each Paddle Cymru Discipline Committee must:

- Adhere to the Paddle Cymru Safeguarding policy
- Adhere to Paddle Cymru' safeguarding procedures and guidance
- Appoint a Safeguarding Officer who has undertaken safeguarding training including the UK Coaching Safeguarding and Protecting Young People training and the Time to Listen course
- Ensure everyone working with children and young people has a valid DBS check
- Accept that all office bearers and committee members have a responsibility for safeguarding, wellbeing and child protection and be prepared to respond to any indication of abuse or poor practice
- Safely appoint/recruit club volunteers/staff in accordance with the recruitment policy
- Have code of conducts in place for all volunteers, coaches, paddlers and parents which are agreed to and signed
- Be prepared to challenge and alter poor practice in collaboration with Paddle Cymru
- Promote an environment where all legitimate concerns can be raised without fear of victimisation or reprisal
- Require all those working with children to complete the minimum level of training. Please refer to [G21 Safeguarding-Training-Requirements 10.11.20.pdf \(cdn-website.com\)](#)

Individuals connected with Paddle Cymru

Safeguarding is everyone's responsibility whether they are a paddler, volunteer, coach, instructor or parent for example.

- All staff, coaches, and volunteers are responsible for raising safeguarding concerns/disclosures within Paddle Cymru and working to the Codes of Conduct relevant to their role; see the Safety & Safeguarding page on the Paddle Cymru website for more information [Paddle Cymru](#)
- All paddlers, parents and carers are responsible for upholding the Codes of Conduct and are encouraged to share any concerns they may have either to their club safeguarding officer or to the Paddle Cymru Lead Safeguarding Officer.

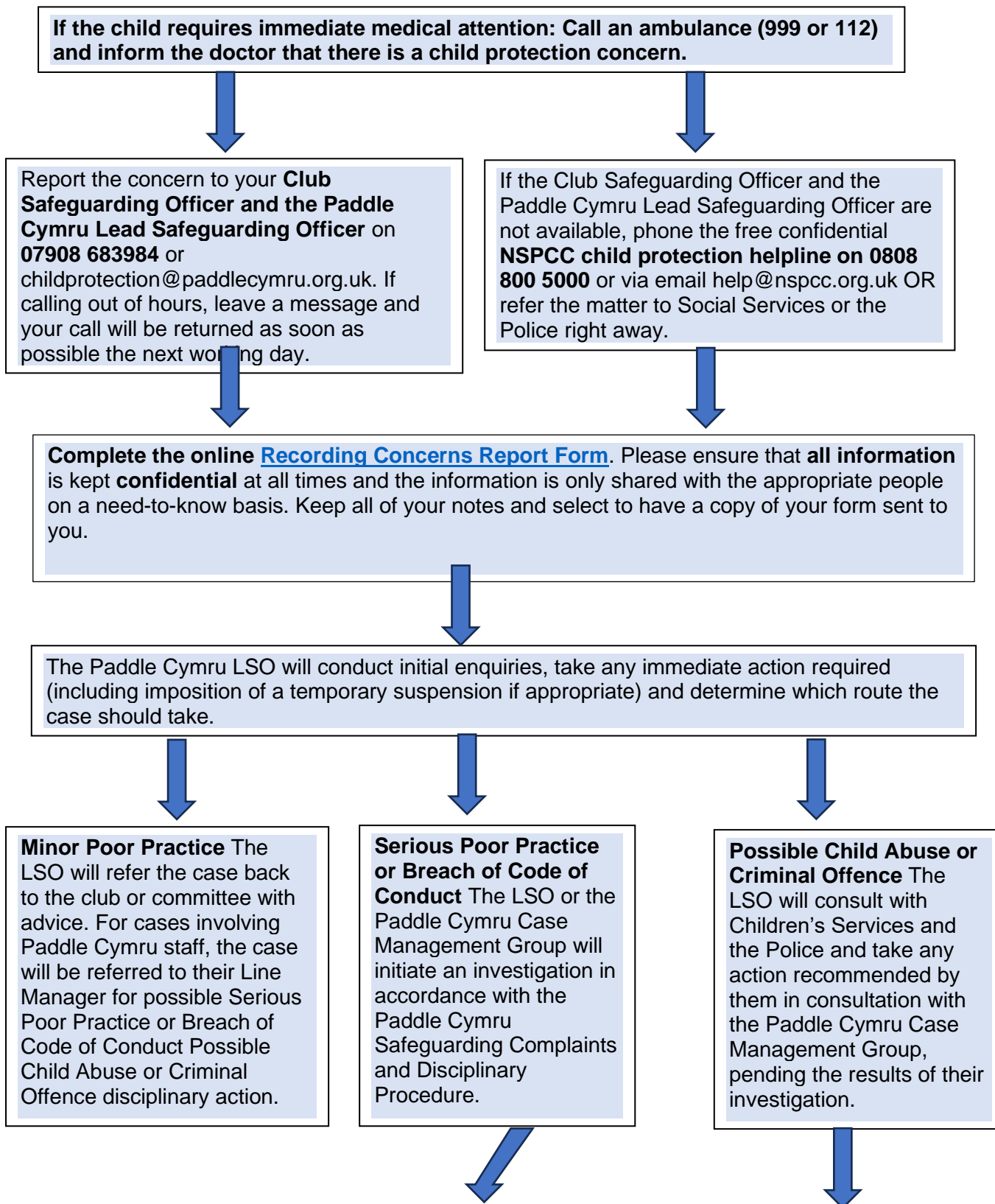
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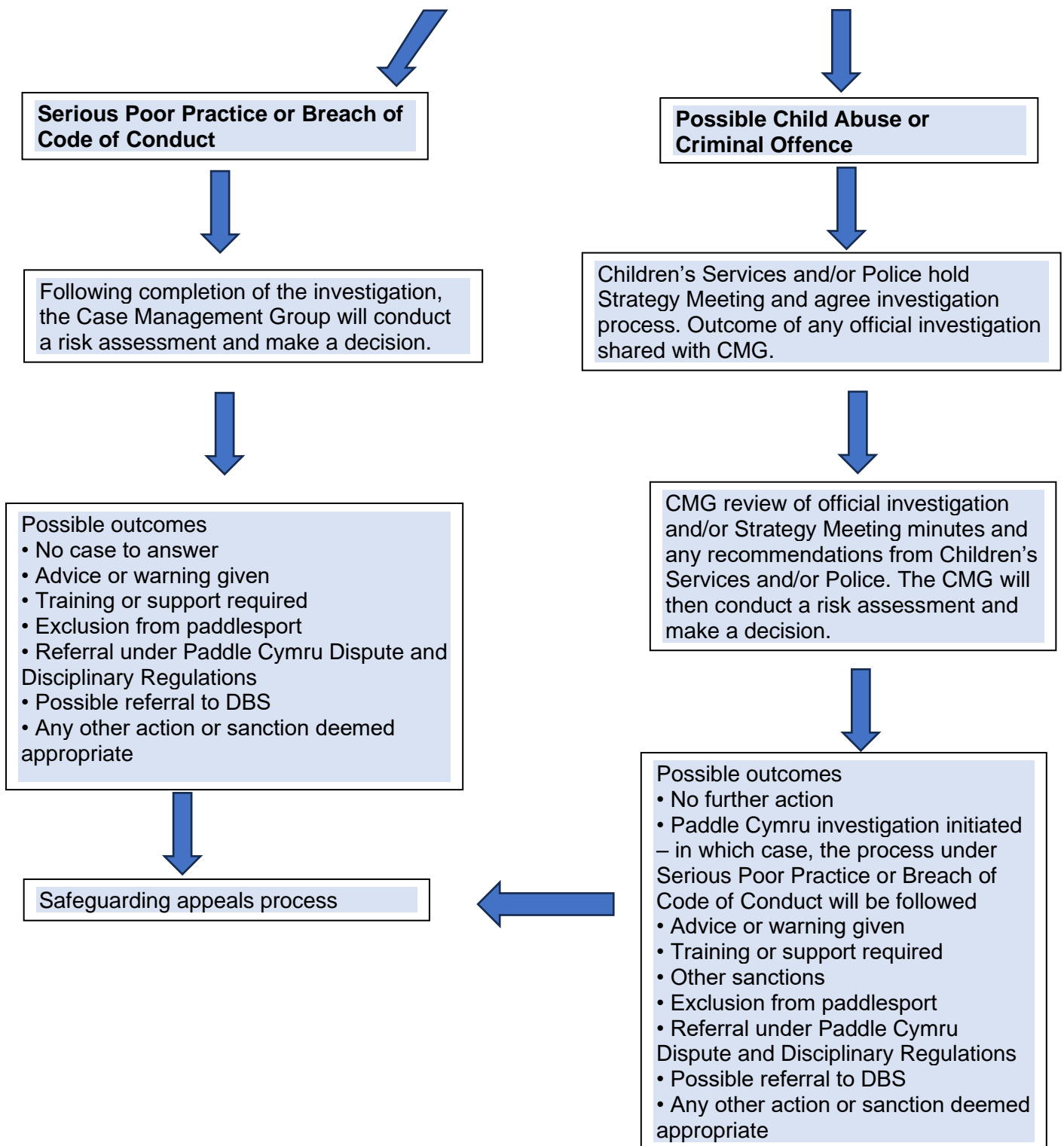
Managing Safeguarding Concerns

Full details of managing safeguarding concerns can be found in the Paddle Cymru [Safeguarding Disciplinary and Complaints Procedure](#)s document (Dec 2023). The following pages provide a summary.

G3 – Reporting Guide for Concerns within Paddlesport

If you know of a safeguarding concern or allegation, whether it has been disclosed to you, something you have witnessed or something that has been worrying you, don't keep it to yourself. Always report the concern! Please see below what to do if you are concerned about a child or young person in Paddlesport.





You can find more information, contact details and forms on our website at <https://www.paddlecymru.org.uk/>.

G2 - Reporting Guide for Concerns Outside Paddlesport

If you know of a safeguarding concern or allegation, whether it has been disclosed to you or by someone else, something you have witnessed or something that has worrying you, don't keep it to yourself. Always report the concern! See below what to do if you are responding to concerns, allegations or suspicions of suspected abuse outside paddlesport.

If a child needs **immediate medical attention** or is at **risk of immediate harm or danger**, call the emergency services on 999 or 112



Report the concern to your **Club Safeguarding Officer and/or the Paddle Cymru Safeguarding Officer** on **07908 683984** or **childprotection@paddlecymru.org.uk**

If calling out of hours, leave a message and your call will be returned as soon as possible the next working day.

Make a record of anything the child has said or what you have seen, if possible with dates and times.



If the Club Safeguarding Officer and the Paddle Cymru Lead Safeguarding Officer are not available, phone the free confidential **NSPCC child protection helpline on 0800 800 5000**

OR

Refer the matter to the Social Services or the Police right away.



Complete the online [Recording Concerns Report Form](#). Please ensure **that all information is kept confidential** at all times and the information is only shared with the appropriate people on a need-to-know basis.

Keep all of your notes and select to have a copy of your form sent to you.

You can find more information, contact details and forms on our website at <https://www.paddlecymru.org.uk/>

Other policies and procedures

Further to this document you may wish to consult the following additional information:

- Bullying and Harassment Policy
- Anti-Bullying Policy
- Safeguarding Whistle Blowing Policy
- Safeguarding Complaints and Disciplinary Procedures
- Code of Conduct for the Coaching Workforce (March 2022)
- Junior Code of Conduct
- Club Code of Conduct
- Parental Support
- Safeguarding Adults Policy (April 2022)

These are available from [Paddle Cymru](#)

Appendix 1 – A child-centred approach (extract from www.safeguarding.wales)

Part 2.6 (2) of the Social Services and Well-being (Wales) Act 2014 recognise:

- the rights of the child should be paramount to the approach;
- their best interests should always be paramount;
- as far as is reasonably practicable, ascertain and have regard to the child's views, wishes and feelings;
- have regard to the importance of promoting and respecting the dignity of the individual;
- have regard to the characteristics, culture and beliefs of the child and their family (including, for example, language) whilst recognising the paramountcy of safeguarding the individual;
- have regard to the importance of providing appropriate support to enable the child to participate in decisions that affect him or her to the extent that is appropriate in the circumstances, particularly where the child's ability to communicate is limited for any reason.

Appendix 2 – Harm (extract from www.safeguarding.wales)

Harm is defined as:

- ill treatment this includes sexual abuse, neglect, emotional abuse and psychological abuse
- the impairment of physical or mental health (including that suffered from seeing or hearing another person suffer ill treatment).
- the impairment of physical intellectual, emotional, social or behavioural development (including that suffered from seeing or hearing another person suffer ill treatment).

Appendix 3 - Types of Harm (extract from www.safeguarding.wales)

The following is a non-exhaustive list of examples for each of the categories of harm, abuse and neglect included in vol 5 Working Together to Safeguard People: Volume 5 – Handling Individual Cases to Protect Children at Risk

- physical abuse - hitting, slapping, over or misuse of medication, undue restraint, or inappropriate sanctions;
- emotional/psychological abuse - threats of harm or abandonment, coercive control, humiliation, verbal or racial abuse, isolation or withdrawal from services or supportive networks, witnessing abuse of others;
- sexual abuse - forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening, including: physical contact, including penetrative or non-penetrative acts; non-contact activities, such as involving children in looking at, or in the production of, pornographic material or watching sexual activities or encouraging children to behave in sexually inappropriate ways;
- financial abuse - this category will be less prevalent for a child but indicators could be:
 - not meeting their needs for care and support which are provided through direct payments; or
 - complaints that personal property is missing.
- neglect - failure to meet basic physical, emotional or psychological needs which is likely to result in impairment of health or development.

Risk from other actual or potential harm to a child or young person may also result from:

- Criminal exploitation such as county lines (CCE)
- Child sexual exploitation
- Radicalisation
- Female genital mutilation
- Modern slavery

Appendix 4 – Signs of possible abuse: [Spotting the signs of child abuse | NSPCC](#)

- unexplained changes in behaviour or personality
- becoming withdrawn
- seeming anxious
- becoming uncharacteristically aggressive
- lacks social skills and has few friends, if any
- poor bond or relationship with a parent
- knowledge of adult issues inappropriate for their age
- running away or going missing
- always choosing to wear clothes which cover their body.