

## T1 – Club Safeguarding Policy (TEMPLATE)

This document is designed to be used by Clubs as a **guide** for writing their own Policy. However, it is important however that Clubs take full responsibility and ownership for the aims of their Policy and its implementation. Their own context should be taken into consideration and highlighted in the policy.

The appendices are there to support clubs, but it is very important that the information is understood and shared within their club.

This template has been updated in line with the Standards for Deployment.

### Policy Statement

..... Club is fully committed to safeguarding the well-being of its members. All members should show respect and understanding for the rights, safety and welfare of others, and conduct themselves in a way that reflects the principles of the Club.

{Is there anything else you need to highlight in your policy statement? Use the Paddle Cymru Policy to help you}

This policy ensures that we adhere to the Standards for Deployment Safeguarding requirements, as detailed below.

### Our Safeguarding Responsibilities

- Club coaches and helpers should follow the [Paddle UK Code of Conduct for the Coaching Workforce](#).
- All Club coaches, helpers and officials working with young people and adults should read and adhere to the [Paddle Cymru Safeguarding Children and Young People Policy and Paddle Cymru Safeguarding Adults Policy](#). The Club will follow the guidance of the policy in the event of any concerns or allegations.
- The Club will ensure that anyone who meets the eligibility criteria for a Disclosure check will not be deployed until a satisfactory check has been returned. The Club Welfare Officer is responsible for completing the DBS checks for the club.
- The club will ensure that the correct Safeguarding Training is completed by the required members, as per the Standards for Deployment document.
- All Club members are made aware of the Club Code(s) of Conduct.
- The Club will obtain written parental consent for under 18 years olds to participate in the club. This will include medical details and ICE details of young paddlers which will be

made known to coaches, where deemed appropriate and/or necessary. These records will be stored using a GDPR compliant system.

- Any paddler who coaches for the Club should be a member of Paddle Cymru. The club will ensure that the essential qualifications for coaches outlined in the Standards for Deployment are achieved and will assist coaches to stay updated.
- The Club will identify a person [insert name here] whose role it is to deal with any issues concerning Safeguarding (Club Safeguarding Officer) and notify this person to all members. Anyone with concerns with respect to the welfare of a club member or participant should contact that person. If that person is unavailable, they can contact the Paddle Cymru Safeguarding Officer (childprotection@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 <https://www.paddlecymru.org.uk/report-a-safeguarding-concern>

## Review

- The Club will review this Policy annually.

REVIEWED:	
ADOPTED:	
RENEWAL DATE:	

Template Last reviewed for Paddle Cymru – 20/03/2024