



# LORC Welfare & Safeguarding policy statement

## **POLICY STATEMENT**

The **London Otters Rowing Club (LORC)** takes the welfare of its members and visitors very seriously. We recognise that we have a duty of care to everybody when taking part in activities in the club's name on our premises or elsewhere and that we have particular responsibilities for juniors (those under 18 years old) and for vulnerable adults.

**LORC follows the policies and guidelines provided by British Rowing** and considers the welfare of all children and vulnerable adults to be paramount, and further recognises the responsibility to safeguard and promote the interests and well-being of all personnel within the club. The club aims to give all athletes (regardless of their age, gender, disability, culture, ethnic origin, colour, religion or belief, social status or sexual orientation), a safe environment in which to enjoy activities free from harm or abuse, with the confidence that any concern will be appropriately received and satisfactorily addressed. Some children and vulnerable adults are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.



## Scope

**Procedures set out in the British Rowing Safeguarding policies** to protect Children and Adults at Risk from harm and abuse apply to all rowers, coaches, volunteers, parents and anyone involved **during club activities attended by Children and Adults at Risk**, whether or not they are British Rowing members. All these people have a duty of care to safeguard the welfare of Children and Adults at Risk and prevent their abuse.

It is not always easy to distinguish poor practice from abuse, whether intentional or accidental (see App. I). It is not the responsibility of an individual to make judgements about whether or not abuse is taking place, but everyone has a responsibility to identify poor practice and possible abuse and to act if they have concerns (see App. II).

To safeguard the welfare of Children and Adults at Risk and prevent their abuse, specific considerations are in effect when they attend club activities (see App. III).

This document should be read in conjunction with the following British Rowing policies, available from : <https://www.britishrowing.org/knowledge/safeguarding/> :

- **British Rowing Safeguarding Children and Young People Policy, June 2021**
- **Safeguarding and Protecting Adults Policy, March 2020**

Members are invited to refer any questions and concerns, relating to welfare & safeguarding, to the Club's Rowing Health & Safety officer, **Yvan Graignic** ([safety@londonotters.org](mailto:safety@londonotters.org)), or their deputy for Welfare, **Lewis Wingfield** ([welfare@londonotters.org](mailto:welfare@londonotters.org)).

Signed by Chair: **Matt Davey**

Date: **14/03/2023**



## **Appendix I**

### **RESPONDING TO A DISCLOSURE**

#### **You may have concerns about abuse or poor practice because:**

- you see it happening,
- someone reports it to you,
- someone approaches you directly, or
- you are concerned someone may be being harmed, or at risk of being harmed.

#### **If a child/adult at risk says or indicates that they are being abused, or you have concerns about their welfare you should:**

- react calmly and listen to what they have to say,
- do not take notes when the person is speaking so that you can show you're really listening to them,
- don't ask questions unless you need to clarify information; if you need to do so, only ask open questions (who, when, where, what, how),
- tell them they are not to blame and that it was right to speak up - reassure them,
- do NOT promise to keep what they have told you secret - explain that to resolve the problem it will be necessary to inform other people as appropriate,
- take what they say seriously,
- recognise that there may be inherent difficulties in interpreting what is said by someone who has a speech disability and/or differences in language,
- explain what you will do next to prioritise their safety and well-being (who you will inform, how they will be supported),
- follow the Concerns procedure (App. II) or talk to a Club official if you are personally affected by the concern / disclosure.

### **Examples Of Abuse And Neglect Of Children**

#### **Examples of child neglect:**

- a coach not keeping children safe by exposing them to undue cold, heat or the unnecessary risk of injury e.g. allowing rowers under their supervision to train or race inappropriately clothed for the prevailing conditions.
- a parent consistently leaving a child without adequate provisions e.g. food, water, clothing, sun protection.

#### **Examples of child physical abuse:**

- a coach disregarding the individual requirements of each child's growing body or needs when setting a training programme e.g. allowing 14 year olds to undertake hour-long, continuous ergos.
- an older child using his/her physical strength to hurt or intimidate a younger child.

#### **Examples of indicators of child sexual abuse:**

- a coach engaging in unnecessary and inappropriate physical contact e.g. massaging the shoulders of the rowers suggestively.
- a coach making suggestive comments to their rowers an inappropriately close relationship developing between a rower and a coach.

#### **Examples of child emotional abuse:**

- a parent or coach subjecting a rower to constant criticism, name-calling, sarcasm, bullying or racism
- a parent or coach putting a rower under unrealistic pressure in order to perform to high expectations



## **Examples Of Abuse And Neglect Of Adults**

### **Physical Abuse:**

- hitting, slapping, pushing, kicking or restraint,
- a coach disregarding the individual requirements of each person's needs when setting a training programme e.g. allowing those who are limited by a physical impairment to undertake long, continuous ergo training.

### **Sexual Abuse:**

- either direct or indirect involvement in sexual activity or a relationship whereby consent has not occurred, there is a lack of capacity to give consent or that someone has been coerced into a relationship due to another person's position of trust,
- a coach engaging in unnecessary and inappropriate physical contact
- a coach making suggestive comments to their participants.

### **Psychological/Mental/Emotional Abuse:**

- a carer/coach/other participant subjecting an adult to constant criticism, shouting, name-calling, sarcasm, bullying or discriminatory behaviours or prejudicial attitudes,
- a carer or coach putting an adult under unrealistic pressure in order to perform to high expectations.

### **Financial or Material Abuse:**

- blackmailing or coercing an adult by requiring financial or material payment in return for certain benefits such as inclusion in a crew,
- charging adults more than the standard fee for participation in sports activities.

### **Neglect and acts of omission:**

- a coach not keeping an adult safe by exposing them to undue cold, heat or the unnecessary risk of injury e.g. allowing rowers under their supervision to train or race inappropriately clothed for the prevailing conditions or without appropriate safety arrangements in place,
- a parent, guardian or carer consistently leaving an adult without adequate provisions e.g. food, water, clothing, sun block where they are unable to provide themselves with these provision,
- coaches not taking a rower's injury seriously and asking them to continue training or competing inappropriately,
- situations where medication is given to ease the pain from injury so training or competing can continue, when rest would be more appropriate.

### **Discrimination:**

- disabled groups/participants not being given 'water time' or appropriate coaching,
- using sexist or otherwise discriminatory language towards others.



## **Appendix II**

### **REPORTING CONCERNS**

#### **Advice for those wishing to report an incident directly involving them**

If you have concerns about the behaviour of another person towards, you should:

- Inform your coach or other person in charge of the session, or if unavailable or not appropriate, find another club official or use our reporting form: [londonotters.org/concerns](http://londonotters.org/concerns)
- Tell them what the cause of your concern is without going into too much detail,
- Give them your name and contact details (or your parents'/guardian's if a junior/adult at risk),
- Ask them to report the matter to the Club Welfare Officer as soon as possible,
- If you think it needs immediate action, say so.

#### **Advice for those wishing to report an incident involving another person**

If you have concerns about the behaviour of another person but not directed at you:

- Inform the coach or other person supervising the session (if applicable)
- If you cannot pass the concern on immediately to a coach or supervisor, report the matter to the Club Welfare Officer as soon as possible, directly or using our reporting form,
- If you think this may take some time, write down what you have seen straight away,
- Pass on facts not opinion,
- If you think it needs very immediate action, then contact the British Rowing Child Protection Officer or the police (details below).

#### **Advice for club officials or others receiving a report**

If someone comes to you about inappropriate behaviour of any sort:

- Receive the concern and the information given,
- Say you are taking the report seriously and will pass it on to the right person,
- Record in writing what is said to you but do not seek to question the person at length and do not add your personal opinions to what you record,
- Take just enough contact details for someone to get back to the person (or parent / guardian if a junior),
- Report the matter to the Club Welfare Officer or if unavailable another club official,
- If you think it needs very immediate action, then directly contact the British Rowing Lead Safeguarding Officer (details below) or the police.

### **CONTACTS:**

<b>London Otters Rowing Club</b>	<b>British Rowing</b>
Welfare Officer: <b>Lewis Wingfield</b> Email: <a href="mailto:welfare@londonotters.org">welfare@londonotters.org</a> Reporting concerns form: <a href="http://www.londonotters.org/concerns">www.londonotters.org/concerns</a>	<b>Lead Safeguarding Officer</b> Email: <a href="mailto:Iso@britishrowing.org">Iso@britishrowing.org</a> Tel: <b>020 8237 6707</b>



## **Appendix III**

### **CONSIDERATIONS FOR CHILDREN AND ADULTS AT RISK ATTENDING CLUB ACTIVITIES**

#### **Disclosure and Barring**

The following roles require a Disclosure and Barring Check:

- The Club's Welfare Officer,
- All coaches/session leaders involved with Juniors or Adults at Risk frequently (*once a week or more*) or intensively (*on four or more days in a 30-day period, or overnight (between 02:00- 06:00)*),
- (Enhanced) DBS checking will be updated every three years.

#### **Health and First Aid of Children and Adults at Risk**

- For Children: written parent/carer consent will be obtained to act in loco parentis for the administration of emergency First Aid or other medical treatment if the need arises,
- For Adults at Risk: where an adult has a carer, discuss whether the adult is able to give informed consent,
- A record of medical conditions, existing injuries and relevant medicines being taken together with reactions to medicines and plasters will be kept for each junior/adult at risk,
- A record will be kept of any injury or accident that occurs, together with details of any treatment given,
- If possible, an emergency First Aid coach will be available at each training session.

#### **Note about photographs of Children and Adults at Risks**

- Photography of Junior participants is **prohibited unless a written consent** is obtained from a child **and** their parents / carers before taking and using their image,
- For Adults at Risk: where an adult has a carer, discuss whether the adult is able to give informed consent,
- In any case, said consent should explain what images will be used for, how they will be stored and what potential risks are associated with sharing images, and make it clear that if a child/adult at risk or their family/guardian withdraw consent for an image to be shared, it may not be possible to delete images that have already been shared or published.

#### **Conduct of Club officials, Coaches and Volunteers involved with Children and Adults at Risks**

All club officials, coaches and volunteers should:

- Consider the well-being and safety of participants before the development of performance,
- Develop an appropriate working relationship with participants, based on mutual trust and respect,
- Make sure all activities are appropriate to the age, ability and experience of those taking part,
- Promote the positive aspects of the sport (e.g. fair play),
- Display consistently high standards of behaviour and appearance,
- Follow all guidelines laid down by British Rowing and the club,
- Hold valid qualifications and insurance cover where appropriate,
- Never exert undue influence over participants to obtain personal benefit or reward,
- Never condone rule violations, rough play or the use of prohibited substances,
- Encourage participants to value their performances and not just results,
- Encourage and guide participants to accept responsibility for their own performance and behaviour.

#### **Disciplinary & Grievance Procedures**

- LORC will apply its Disciplinary and Grievance procedures, as outlined in our Constitution (available on our website). These are based on British Rowing's Disciplinary and Grievance regulations and procedures.