

Procedures and advice



NEW FOREST KAYAK AND CANOE CLUB

Safeguarding children

<i>Signed:</i>	<i>Justin Davis (chair) and</i>
Last committee review date:	Oct 2nd 2023 (Justin Davis, Annie Hallam, Vicky Burden, Rob Salmon, Robert Wright, Ya Huang, Mark Shakespeare)
Next Review due:	oct 2024

Useful contacts

British Canoeing Designated safeguarding lead CONTACT:

England 0115 8968842 email: safeguarding@britishcanoeing.org.uk

British Canoeing

<https://www.britishcanoeing.org.uk/uploads/documents/P1-British-Canoeing-Safeguarding-Children-Policy-290518.pdf>

NSPCC Helpline - Tel: 0808 800 5000 www.nspcc.org.uk

Key points

If a child makes a **disclosure of abuse** to you, closely follow the directions below and share the information with the **club welfare officer** or **club chair**. This will include keeping a written record using the [record form](#) on the website.

There is a **key difference** between our responsibilities as a club for **safeguarding adults** and **safeguarding children**: if a child makes a disclosure it is **your responsibility** to pass the information on to the appropriate person

There are very few children who attend NFKCC events or pool sessions. **When they do a parent or guardian should be in attendance at all times.**

DEALING WITH DISCLOSURES OR DISCOVERY OF ABUSE

- Stay calm.
- Do not promise to keep it to yourself.
- Listen to what the child says and, please, take it seriously.
- Only ask questions if you need to identify what the child is telling you – do not ask about explicit details.
- Make a detailed note of what the child has told you **but, as advised in the previous section, please do not delay passing on the information.**

WHAT TO DO IF YOU HAVE A CONCERN

If you have concerns about the welfare of a child please remember the golden rule – **It is not your responsibility to decide whether a child is being abused** - but it is your responsibility to pass the information on to the appropriate person. Make a detailed note of what you have seen or heard but do not delay passing on the information.

If you are a member, or the parent/carer or friend of a member of the canoe club you should:

- Tell the person appointed for safeguarding; this is normally the **Club Welfare Officer**. At an event tell the person responsible for safeguarding (Event Welfare

Officer) or the event organiser - unless, of course you suspect them of being involved OR

- Contact the home nation Safeguarding Lead Officer listed at the top or ..
- If you need urgent advice contact the NSPCC Child Protection 24 hours Help Line 0808 800 5000 If you are the person responsible for safeguarding children at your organisation you can:
- Talk to the child's parents/carers about the concerns if you think there may be an obvious explanation such as a bereavement or pressure from their studies/exams.
- If you need urgent advice contact the NSPCC Child Protection 24 hours Help Line. Contact your local social services department or, in an emergency, the Police. You are also required to contact your **home nation Safeguarding Officer (contact details at the top)** if a child tells you that he or she is being abused