



Gisborne Rowing Club CHILD PROTECTION POLICY

Purpose :

The *Gisborne Rowing Club (GRC)* is committed to safeguarding the welfare of all children in its care.

We recognise the responsibility to promote safe practices and to protect all children from harm, abuse and exploitation while participating in our activities.

For the purpose of this policy and associated procedures a child is recognised as someone under the age of 18 years.

Scope:

This policy applies to all rowers, staff, volunteers, contractors and representatives of GRC (members).

Policy Statement:

The Gisborne Rowing Club is committed to safeguarding the welfare of children by identifying and responding to vulnerability, child abuse and neglect in an effective and efficient manner.

We recognise the responsibility to promote safe practice, and to protect young children from harm and to ensure that members are trained and skilled to know the signs of abuse, apply our policies and procedures and act appropriately and effectively in response to a concern or incident.

Members of the Club and volunteers will work together to demonstrate a strong organisational child protection culture to ensure the rights of children are respected.

Policy Objectives:

The aim of this policy is to promote good practice through:

- Promoting the health and welfare of children by providing opportunities for them to take part in rowing activities safely.

- Implementing appropriate procedures to safeguard the wellbeing of children and protect them from abuse.
- The appointment of a Designated Safeguarding Person (refer below).
- Requiring members and volunteers to adopt and abide by the Child Protection Policy and procedures.
- Responding to any allegations of misconduct or abuse of children in line with the Policy and procedures as well as implementing, where appropriate, disciplinary action at the discretion of the Gisborne Rowing Club committee.
- Regularly monitoring and evaluating the implementation of this Policy and procedures.

Procedures:

1) Screening

As part of our duty of care, we must ensure that suitable and appropriate volunteers (including parents) are engaged to work with children and host visiting athletes (billeting).

The Regatta Manager will act as the Child Protection Officer while on away trips.

This person will:

- Ensure that Child Protection procedures are understood and adhered to.
- Act as the main contact for Child Protection matters.
- Report to the Gisborne Rowing Club Committee / Police as appropriate.

All Child Protection matters must be reported to the Club President at the earliest convenience.

The Gisborne Rowing Club Committee will:

- Keep up-to-date with developments in Child Protection legislation.
- Establish and maintain complaints procedure.
- Maintain confidential records of reported cases and any action taken.

2) Good Practice Protocols

The protocols provide guidance to those working with children by outlining good practice and establishing boundaries in a range of situations. The protocols include:

- Ensure that all physical contact with children is relevant and appropriate to the activity.
- Seek permission to touch when doing the above.
- Do not engage in any intimate, over familiar or sexual relationships with people 18 years old or younger, or still attending secondary school.
- Ensure that any filming or photography of children is appropriate.
- Request parental consent before transporting young people in a vehicle (Ensure vehicle has current registration, insurance and WOF).
- Ensure parental consent has been obtained to administer other than basic first aid if required.
- Do not engage in communication on a one to one basis through social media or email other than relevant coach/trainee feedback or administration.
- Do not engage in, or allow parents, coaches, other children, or spectators to engage in any type of bullying behaviour (this includes cyber bullying).
- Avoid private or unobserved situations.

3) Dealing with Allegations and Responding to Concerns

In accordance with members' responsibility to act on any serious concerns, the following should be brought to the attention of the Child Protection Officer and Club President:

- Any instance where the policy and procedures are not adhered to.
- Any disclosure by a child that abuse or harm is occurring.
- Any suspicions or concerns about a child being subject to abuse.

Allegations, suspicions and complaints of abuse against members must be taken seriously and reported to the Designated Person who deals with the allegation immediately, sensitively and expediently within the procedures outlined in this policy and associated procedures.

Reporting a complaint and allegation made against members:

If a child discloses information regarding abuse/harm:

- Ensure the child is safe from immediate harm.
- Consult with others as necessary – do not work alone.
- Avoid questioning the child beyond what has already been disclosed.
- Do not question or counsel the alleged offender.
- Do not investigate/presume expertise unless very experienced and qualified to do so.
- Notify the Police.
- As soon as possible, record accurately and appropriately the information received.

Records should be factual (not opinion or hearsay) and concise and include:

- The nature of the allegation.
- Who noticed/disclosed the abuse and their relationship to the child.
- Details of any witnesses.
- Signs and symptoms noted (including behavioural change).
- Any particular incidents with dates, times and places (if possible).
- Any action taken.

A copy will be kept with the GRC Committee Secretary.

All information is confidential and must not be shared to anyone that is not directly involved nor in authority to help.

Relevant Legislation

This policy adheres to the following acts:

- The Privacy Act 1993
- The Oranga Tamariki Act 1989/The Children's and Young People's Well-Being Act 1989
- Children's Act 2014
- Vulnerable Children (Requirements for Safety Checks of Children's Worker) Regulations 2015
- Health and Safety Act 2015
- Employment Relations Act 2000
- Harmful Digital Communications Act 2015

- Family Violence Act 2018
- United Nations Convention for the Rights of the Child (UNROC)

Policy review

Changes to this Policy must be authorised by the **Gisborne Rowing Club Committee**.
It may be amended at any time the committee sees fit.

This Policy has been reviewed as noted below and is due for renewal in 3 Years from this review date.

REVIEWED on	22 June 2023
REVIEWED by GRC Club President	Sally Mcleod
Designated Safeguarding Person	Sally Mcleod