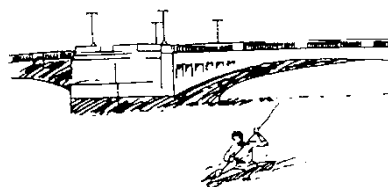


Reading Canoe Club

The Warren, Caversham, Berkshire, RG4 7TH
info@reading-canoe.org.uk



Safeguarding and Welfare Policy

Reading Canoe Club is fully committed to safeguarding the wellbeing of all members. All members should show respect and understanding for the rights, safety and welfare of others, and conduct themselves both on and off the water in a way that reflects the principles and policies of the club.

Taking part in Paddlesport should be a positive and enjoyable experience for all and should take place in a safe environment. The welfare of children is paramount and it is everybody's responsibility to protect children from harm. To help achieve this we have the following aims:

- All coaches, helpers and officials working with young people should have read and adhere to the [Paddle UK Safeguarding Policies](#). The club will follow the guidelines of these policies should any allegations be made.
- Club coaches should follow all the Paddle UK Safeguarding Policies (these can be found on the Paddle UK website: <https://paddleuk.org.uk/safeguarding-policies/>)
- The club will ensure that all club members involved in a regulated activity or working regularly with under 18's will have an enhanced DBS and will undertake appropriate Safeguarding training.
- All club members will be made aware of the Club Code of Conduct.
- The club will keep a record of personal details for each junior along with the relevant parental consent for activities undertaken at the club.
- The club will use up to date qualified coaches as agreed by the Committee to run the training programme(s). Members with suitable experience or alternative qualifications may coach if assessed and agreed by the Committee.
- The club supports and encourages coaches to undertake training to stay up to date and to develop themselves further.
- The Club has a Welfare Team to deal with any issues arising and members are asked to treat such issues with confidentiality. Should a nominated Welfare Officer be unavailable they should speak to the Club Chair. For non-urgent matters, the Welfare Team may be contacted by email on welfare@reading-canoe.org.uk. In the event of an emergency, or where there is immediate risk of harm, please see contact details below.
- The Club regularly reviews its Health and Safety Policy.
- Regular risk assessments are carried out for activities.
- Safeguarding or welfare issues should be reported to the Welfare Team and the club procedure will be followed for all members.

Incident Reporting Procedure

Please see [flowchart](#) for raising a Safeguarding and Protection Concern

If a concern is raised or an allegation is made against an individual the Welfare Team (or in their absence the Club Chair) should speak to the parties concerned with a witness present and keep a record of the meeting. If the matter can be resolved a record will be kept but no further action will be taken.

Either party may seek advice from the Paddle UK Designated Safeguarding Lead should they not be satisfied with the outcome of the situation.

Depending on the circumstances it may be considered appropriate for the person(s) to be suspended from the club while the incident is investigated.

Confidentiality will be maintained at all times with information only being shared as necessary to resolve the issue.

Useful Contacts:

RCC Welfare Officers: Tamsin Phipps and Damon White

DBS Verifiers: Tamsin Phipps

Email: welfare@reading-canoe.org.uk

RCC Club Interim Chair: Paul Owen

Email: info@reading-canoe.org.uk

Paddle UK Designated Safeguarding Lead: Joy Johnson (01158655354)

NSPCC CHILD PROTECTION HELPLINE Tel: 0808 800 5000

CHILDLINE Tel: 0800 1111 - free & confidential phone line to talk with someone about anything at all that might be causing worry.

If someone needs immediate medical attention or is at risk of immediate harm or danger call emergency services, 999 or 112.

- [KIDSCAPE](#) Anti-Bullying Helpline for Parents 0300 102 4481
- [Family Lives](#) 0808 800 2222
- [Kooth](#) a free online counselling and emotional well-being platform for children and young people (11-24), accessible through mobile, tablet and desktop.
- [Tellmi](#) a free app for teenagers 11+ providing peer support and resources. Young people can share what's going on for them and send supportive messages to others. All messages are fully moderated.

Useful links:

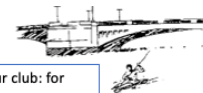
[Paddle UK Safeguarding Policies](#)

· [Safeguarding Children Policy](#)

· [Antibullying Policy](#)

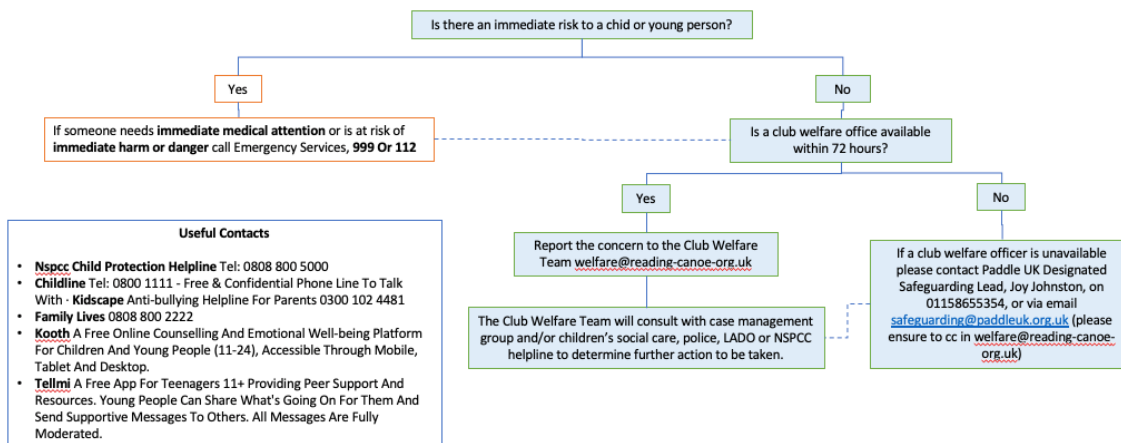
Reporting a Safeguarding Concern Flowchart

Reporting a Safeguarding and Protection Concern



This flowchart outlines the safeguarding reporting procedure to follow in the event of a concern arising about children or young people within our club; for example, an allegation about any club member's or volunteer's behaviour towards a child.

Notes: The terms 'child' and 'young person' describe any person under the age of 18. The term 'Local Authority Designated Officer' may be better known by the former acronym 'LADO'.



Document Version Control

Version	Purpose/Change	Author	Date
0.1	Document created	Dan Seaford	26-Nov-05
0.2	Document updated	Tony Potterton / Caroline Churnside	01-Jun-10
0.3	Formatting updated	Dan Seaford	16-Dec-14
0.4	Doc updated	S Mainprize/ C Churnside	07-Jan-20
0.5	Doc Updated	Seumas Mnro	09-Sep-22
0.6	Updated contact details and reporting procedure	Seumas Munro	04-Oct-23
0.7	Reformatting and updating of links	Damon White	12-May-25