



Athlone Boat Club's

Code of Conduct

&

Child Protection Policy

Child Protection or Safeguarding - The term child protection has been extended to safeguarding as it reflects the wider responsibility for health safety and prevention as well as just protection from abuse. It may be defined as: **Doing everything possible to minimise the risk of harm to children and young people.**

Safeguarding is about being proactive and putting measures in place in advance of any contact with children to ensure that children are going to be kept safe. This could include:

- ensuring coaches/staff/volunteers are properly checked when they are recruited
- guidelines for people who come into contact with children as part of their role to ensure they know what they need to do to keep children safe
- guidelines for planning an event or activity with children and putting measures in place to minimise the risk of safeguarding issues occurring.

Date of Issue 20th October 2014

Athlone Boat Club's Code of Conduct & Child Protection Policy will be reviewed every 3 years and be formally agreed by the Athlone Boat Club's Committee.



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Glossary of Terms

Children & Young People (Child/Juvenile/Junior/Underage)

A child or young person is defined by the law as a person under the age of 18 years. For the purposes of this document the term children & young people applies to all under the age of 18.

Parent/guardian

For the purposes of this document when referring to parent/guardian the term is used to include parents, legal guardians, and/or carers.

Coach

Includes Coaches/Coaching Assistants/Volunteers/Selectors and all adults who are appointed and agree to responsibility for the welfare of junior members of any team/group.

Child Abuse

Physical - Physical abuse is the deliberate physical injury to a child, or the willful or neglectful failure to prevent physical injury or suffering. This may include hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, confinement to a room or cot, or inappropriately giving drugs to control behaviour.

Neglect - Neglect is the persistent failure to meet a child's physical, emotional and/or psychological needs, likely to result in significant harm. It may involve a parent or carer failing to provide adequate foods, shelter and clothing, failing to protect a child from physical harm or danger, failing to ensure access to appropriate medical care or treatment, lack of stimulation or lack of supervision. It may also include non-organic failure to thrive (faltering growth).

Sexual - Sexual abuse involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. They may include non-contact activities, such as involving children in looking at or the production of pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Emotional - Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may involve causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Smothering a child's development through over-protection can also be a form of abuse. Some level of emotional abuse is involved in all types of ill treatment of a child, though it may occur alone. Domestic violence, adult mental health problems and parental substance misuse may expose children to emotional abuse.

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Bullying

Has been recognised and defined as deliberately hurtful behaviour usually repeated over a period of time, where it is difficult for those bullied to defend themselves. It can take many forms, but the three main types are physical (e.g. hitting, kicking, theft), verbal (e.g. racist or sectarian remarks, threats, name-calling) and emotional (e.g. isolating an individual from the activities and social acceptance of his peer group). The damage inflicted by bullying can frequently be underestimated. It can cause considerable distress to children, to the extent that it affects their health and development or, at the extreme, causes them significant harm (including self-harm).

Age of consent

In the Republic of Ireland, under the Criminal Law (Sexual Offences) Act 2006, the age of consent is 17 years.

Statutory Authorities

The authorities who promote the protection and welfare of young people and vulnerable adults and who have the responsibility for the investigation and/or validation of suspected child abuse are An Garda Síochána and the Health Services Executive (HSE).

Code of Ethics and Good Practice for Children's Sport

This has been developed by the Irish Sports Council to promote the core values in Sport for Young People. The activities of Athlone Boat Club are based on the principles outlined in the Code of Ethics that will guide the development of sport for young people. Young people's experience of sport should be guided by what is best for the young person. The stages of development and the ability of the young person should guide the types of training provided within the club. Coaches will need to have a basic understanding of the needs of young people, including physical, emotional and personal needs.

Child Protection Officer (CPO)

The CPO should be a member of or have access to, the Club Management Committee and should be introduced to the young people in an appropriate forum. Every club should designate a person to be responsible for dealing with any concerns about the safeguarding of children. Within Athlone Boat Club the CPO is the person responsible for reporting allegations or suspicions of child abuse to Health Services Executive and/or An Garda Síochána.

The CPO should:

- Promote awareness and implementation of ABC's Child Protection Policy within the club, among young members and their parents/guardians. This could be achieved by:- the production / distribution of information leaflets, the establishment of children's/age-group specific notice boards, regular information meetings for the young people and their parents/guardians.
- Influence policy and practice within the club in order to prioritise children's needs.
- Ensure that children know how to make concerns known to appropriate adults or agencies.
- Encourage the appropriate involvement of parents/guardians in the club activities.
- Act as an advisory resource to coaches on best practice in children's sport
- Report regularly to the Club Management Committee.

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- Monitor changes in membership and follow up any unusual dropout, absenteeism or club transfers by children or coaches.
- Ensure that the children have a voice in the running of their club and ensure that there are steps young people can take to express concerns about their activities / experiences.
- Facilitate parent's information sessions at the start of the season.
- Keep records on each member on file, including junior members, their contact numbers and any special needs of the child that should be known to coaches.
- Ensure each member signs an annual membership form that includes signing up to the Code of Conduct.
- Have a knowledge of categories and indicators of abuse.
- Undertake training in relation to safeguarding/child protection.
- Be familiar with and able to carry out reporting procedures as outlined by ABC.
- Communicate with parents and/or agencies as appropriate.
- Liaise with the Rowing Ireland CPO in relation to safeguarding/child protection training needs.
- Be aware of local contacts and services in relation to safeguarding, i.e. principal and duty social workers and their contacts.
- To inform local duty social worker in the Health Services Executive and/or An Garda Síochána/ of relevant concerns about individual children.
- Report persistent poor Child Safety practice to the National/Rowing Ireland CPO.
- Advise club administrators on issues of confidentiality, record keeping and data protection.

Child Protection Officer (Male)	Padraig Molloy	087 955 5021
Child Protection Officer (Female)	Nuala Faller	087 310 9309

Athlone Boat Club's CPOs do not have the responsibility of investigating or validating safeguarding/child protection concerns within the club or at Rowing Ireland level and have no counselling or therapeutic role. These roles are filled by the Statutory Authorities as outlined in Children First. It is, however, possible that child protection concerns will be brought to the attention of the CPO. In this event, it is essential that the correct procedure is followed.



Policy Statements

Safeguarding

Athlone Boat Club is fully committed to safeguarding the well-being of its members. Every individual in the club should show respect and understanding for members rights, safety and welfare, and conduct themselves in a way that reflects the principles of this organization and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport.

The guidelines in this document are based on the guidelines and legislation outlined in the following documents; Code of Ethics and Good Practice for Children's Sport (Irish Sports Council).

Athlone Boat Club references

- Children First: National Guidelines for the Protection and Welfare of Children, Dept. of Health & Children 2009
- Our Duty to Care, Dept. of Health & Children 2002
- Criminal Law (Sexual Offences) Act 2006
- The Protection for Persons Reporting Child Abuse Act 1998

Equality Statement

Athlone Boat Club is fully committed to promoting equality of treatment and opportunity for all persons regardless of their religious beliefs, political opinion, ethnic background, age, gender, marital status, sexual orientation or level of ability or disability.

ABC will endeavour to ensure that all individuals are treated with respect at all times and will do all it can to make its services available to all.

Conduct Guidelines

Within Athlone Boat Club, we want children to have fun and develop skills in a **Safe and Fair Play** environment where standards of behaviour are just as important as winning.

We recognise that competition and winning is an important goal, but winning at all costs does not meet the needs of young rowers.

Athlone Boat Club is aware that there are increasing numbers of children leaving sport. Some of the most common reasons given are: that sport was no longer fun, they did not get to compete or an over-emphasis on winning. Therefore we have to make every effort to ensure that we keep a balanced approach to competition, make sure all rowers get a chance to compete and strive to keep the fun in junior rowing.



Young Peoples' Responsibilities

Just like coaches and volunteers young people have responsibilities to make the activity **fun** and **safe**. This means respecting the coaches and volunteers who are there to help young people by:

- doing their best at all times
- being prepared and on time for training and regattas
- giving their team & fellow club members a second chance if they make a mistake
- sticking to the rules of the sport
- welcoming new members
- saying NO to bullying
- not making insulting comments or swearing at the coach or other volunteers and other members of the club
- not using alcohol or any illegal substance in the club facilities
- not using the club's name in any discriminatory, bullying or anti-social behaviour in social media or in print.

Parents and Supporters

Athlone Boat Club recognises the significance of parental behaviour and how it can influence young rowers. Parents should be there to support the running of the club. As supporters they should:

- listen to any concerns their child may have
- drop their child off and collect them on time
- make sure their child has the correct gear and a change of clothes
- respond in a timely fashion to texts from coaches
- never argue with the coach or umpires in public
- be enthusiastic and cheer the young people on but not embarrass them
- help out when asked
- not encourage or allow their children use club facilities unless under the supervision of a club-approved and Garda vetted coach or volunteer.

Parents and junior members can access the club's Code of Conduct c/o www.athloneboatclub.com.

Rowing Coaches & approved volunteers

Athlone Boat Club recognises the key role coaches play in the lives of children in sport. Coaches and volunteers involved in youth rowing have a great opportunity to be a positive role model and help build an individual's confidence. They have an overall responsibility to take the necessary steps to ensure that positive and healthy experiences are provided.

All coaches should have as their first priority the child's safety and enjoyment of the sport and should adhere to the guidelines and regulations set out in Athlone Boat Club's Child Protection Policy.

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This summary explains what coaches should do to keep young people safe and make sure they have fun. It also helps them think about what responsibilities they have.

Coaches

Are there to make sure young people learn skills, enjoy rowing and training and keep safe. It means they should respect young people and consider their safety by:

- being reliable
- being fair and letting them have their say
- making them feel safe
- letting them take part
- encouraging them
- being a good role model
- not showing favouritism
- making sure that their junior rowers do not feel uncomfortable
- never condoning bullying or abusive language
- if any form of manual/physical support is required, it is provided openly and according to agreed guidelines. (see advice on Physical Contact)
- working in an open environment
- adhering to Athlone Boat Club supervision guidelines
- holding a register of those who attend each session
- agreeing to safe recruitment procedures (including Garda vetting).

Coaches and Volunteers must make sure that:

- rowing is FUN
- they have the right qualification for their role
- the equipment used is safe
- they know what they are doing
- they work to ABC's Code of Conduct
- they contact children through their parents
- they treat young people as individuals.

Coaches should not:

- engage in rough, physical or sexually provocative games, including horseplay
- allow or engage in any form of inappropriate touching
- allow children/young people to use foul, sexualised or discriminatory language unchallenged
- make sexually suggestive comments to a child/young person, even in fun
- reduce a child/young person to tears as a form of control
- allow allegations made by a child to go unchallenged, unrecorded or not acted upon
- invite or allow children to stay with them at their home
- over-train young rowers
- allow junior members to use club facilities unless accompanied by a club-approved, Garda vetted volunteer
- Use alcohol or any illegal substance in the club facilities

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- Use the club's name in any discriminatory, bullying or anti-social behaviour in social media or in print.

Child Welfare and Reporting Procedures

Athlone Boat Club accepts that organisations, which include young people among its members, are vulnerable to the occurrence of child abuse. Below are the procedures for dealing with any welfare or protection issue that may arise. Child welfare and the protection of young people is the concern of all adults at all times, irrespective of their role within the club.

If there are grounds for concern (see samples below) about the safety or welfare of a young person you should react to the concern. Persons unsure about whether or not certain behaviours are abusive and therefore reportable should contact the duty social worker in the local Health Service Executive (HSE) where they will receive advice. Grounds for concern include a specific indication from a child, a statement from a person who witnessed abuse or an illness, injury or behaviour consistent with abuse.

A report may be made by any member in the club but should be passed on to the Club Designated Children Protection Officer (CPO) who may in turn have to pass the concern to the local Statutory Authorities. It is not the responsibility of anyone working within Athlone Boat Club, in a paid or voluntary capacity, to take responsibility or decide whether or not child abuse is taking place. That is the job of the local statutory authorities. However, there is a responsibility to protect children by assisting the appropriate agencies so they can make enquiries and take any necessary action to protect the young person.

Recognition

Signs of abuse can be physical, behavioural or developmental. A cluster or pattern of signs is the most reliable indicator of abuse. Indicators should be noted. It is important, however, to realise that all of these indicators can occur in other situations where abuse has not been a factor.

Category Indicators

ABUSE	Physical	Behavioural
Physical	Unexplained bruising in soft tissue areas Bites, burns and scalds	Becoming withdrawn or aggressive. Reluctance to change clothing
Emotional	Drop in performance. Crying	Regressive behaviour. Excessive clinginess
Neglect	Weight loss. Untreated fractures	Changes in attendance. Reluctance to go home
Sexual	Torn or bloodstained clothing. Inappropriate sexual awareness behaviour or language	Distrustful of adults. Sudden drop in performance

The above is only a sample list and is not exhaustive



Grounds for Concern

Consider the possibility of child abuse if there are reasonable grounds for concern. Reasonable grounds for concern (Children First), exist when there is:

- a specific indication from a child that s/he has been abused
- an account by a person who saw the child being abused
- evidence, such as an injury or behaviour which is consistent with abuse and unlikely to be caused another way
- an injury or behaviour which is consistent both with abuse and with an innocent explanation but where there are corroborative indicators supporting the concern that it may be a case of abuse. An example of this would be a pattern of injuries, an implausible explanation, other indications of abuse, dysfunctional behaviour;
- consistent indication, over a period of time, that a child is suffering from emotional problems or physical neglect.

Responding to a Child disclosing possible Abuse

- Deal with any allegation of abuse in a sensitive and competent way through listening to and facilitating the child to tell about the problem, rather than interviewing the child about details of what happened.
- Stay calm and avoid showing any extreme reaction to what the child is saying. Listen compassionately, and take what the child is saying seriously
- Understand that the child has decided to tell something very important and has taken a risk in doing so. The experience of telling should be as positive as possible so that the child will be less concerned about talking to those involved in the investigation
- Be honest with the child and tell them that it is not possible or appropriate to keep the information a secret
- Make no judgmental statements against the person about whom the allegation is made
- Do not question the child unless the nature of what s/he is saying is unclear. Leading questions should be avoided. Open, non-specific questions should be used such as “Can you explain to me what you mean by that”
- Check out the concerns with the parents/guardians before making a report unless during so would endanger the child or compromise an investigation – if in doubt about telling the parents, consult with the statutory agencies first.
- Give the child some indication of what will happen next, such as informing parents/guardians, HSE. It should be kept in mind that the child may have been threatened and may feel vulnerable at this stage.
- Reassure the child that they have done the right thing in telling you.
- Carefully record the details.
- Pass on this information to the Designated Child Protection Officer who will proceed as set out below.



Reporting Suspected or Disclosed Child Abuse

The following steps should be taken in reporting child abuse to the statutory authorities:

- Note dates, times, locations and context in which the incident occurred or suspicion was aroused, together with any other relevant information.
- Report the matter as soon as possible to the club designated person or national designated person with responsibility for reporting abuse. If the Designated Person has reasonable grounds for believing that the child has been abused or is at risk of abuse, s/he will make a report to the health service executive/social services who have statutory responsibility to investigate and assess suspected or actual child abuse.
- If the CPO is unsure whether reasonable grounds for concern exist s/he can informally consult with the HSE for advice. S/he will be advised whether or not the matter requires a formal report.
- If it is a case of poor practice the CPO will implement internal procedures to deal with the issue.
- In cases of emergency, where a child appears to be at immediate and serious risk and the CPO is unable to contact a duty social worker, An Garda Síochána should be contacted. Under no circumstances should a child be left in a dangerous situation pending intervention by the Statutory Authorities.
- A CPO reporting suspected or actual child abuse to the Statutory Authorities will first inform the family of their intention to make such a report, unless doing so would endanger the child or undermine an investigation. If they are unsure they should consult informally with the Statutory Agencies before informing the parents.
- The national DCPO (Rowing Ireland) should be informed of:
 - o Any reports being made to Statutory Bodies.
 - o Name of any coach being asked to step aside and brief details of the case.
 - o Any case of poor practice which cannot adequately resolved at local level.

Legislation

The Protection for Persons Reporting Child Abuse Act, 1998 provides immunity from civil liability to persons who report child abuse ‘reasonably and in good faith’ to the Health Service Executive or the Garda Síochána. The act also covers the offence of ‘false reporting’. The main provisions of the Act are:

- The provision of immunity from civil liability to any person who reports child abuse “reasonably and in good faith” to designated officers of Health Service Executive or any member of An Garda Síochána;
- The provision of significant protections for employees who report child abuse. These protections cover all employees and all forms of discrimination up to and including, dismissal;
- The creation of a new offence of false reporting of child abuse where a person makes a report of child abuse to the appropriate authorities “knowing that statement to be false”. This is a new criminal offence designed to protect innocent persons from malicious reports.



Allegations against Coaches

When a concern is raised about a Coach or Volunteer:

- In the case of suspected child or disclosed child abuse the procedures set out under “Reporting Suspected or Disclosed Child Abuse” should be implemented.
- If the concern is of poor practice it should be reported to ABC’s CPO who will use internal procedures to deal with the issue (Athlone Boat Club’s Complaints Procedures).
- If the ABC CPO feels unable to deal appropriately with any issue they should consult with Rowing Ireland’s DCPO.

The Rowing Ireland DCPO should be informed of:

Any reports being made to Statutory Bodies

- Name of any coach being asked to step aside and brief details of case.
- Any case of poor practice, which cannot be adequately resolved at local level.

In addition, the safety of the child making the allegation should be considered and the safety of any other children who may be at risk. The club should take any steps that may be necessary to protect children in its care.

The issue of confidentiality is important. Information is on a need-to-know basis and, the coach, about whom the allegation is being made, should be treated with respect and fairness.

The CPO makes the report to the local HSE and the chairperson / senior office bearer in the club privately informs the individual that an allegation has been made against him/her and the nature of the allegation, following advice from statutory authorities. He / she should be afforded an opportunity to respond and that response should be noted and passed on to the HSE.

The coach should be asked to step aside pending the outcome of the investigation.

The CPO will keep those responsible for the management of the club advised of the situation but only in as much detail as is necessary to protect young members.

The Code of Ethics and Good Practice in Children’s Sport advises that clubs can consider disciplinary action, but should ensure that this does not interfere with the investigation of the Statutory Authorities. Rowing Ireland would remind clubs that it is important to consider the outcome of the investigation and any implications it might have. *The fact that the alleged abuser has not been prosecuted or been found guilty does not mean that they are appropriate to work with young people in the future.*

Confidentiality

Confidentiality should be maintained in respect of all issues and people involved in cases of abuse, welfare or poor practice. It is important that the rights of both the child and the person about whom the complaint has been made are protected.



The following points should be kept in mind:

- A guarantee of confidentiality or undertakings regarding secrecy cannot be given, as the welfare of the child will supersede all other considerations.
- All information should be treated in a careful and sensitive manner and should be discussed only with those who need to know.
- Giving information to others on a 'need to know' basis for the protection of a child is not a breach of confidentiality.
- All persons involved in a child protection process (the child, his/her parents/guardians, the alleged offender, his/her family, coaches) should be afforded appropriate respect, fairness, support and confidentiality at all stages of the procedure.
- Information should be stored in a secure place, with limited access only to designated people.
- The requirements of the Data Protection laws should be adhered to.

Breach of confidentiality is a serious manner.

Complaints Management Procedures

Athlone Boat Club has drawn up specific procedures to enable the club deal appropriately with any complaint raised involving a young person, that does not reach the threshold for statutory services involvement.

These procedures are designed to ensure that:

- The reputation of the person against whom the complaint is made is protected while the process of dealing with the complaint is ongoing.
- That the process, while protecting the young person, is consistent and as fair as possible to everyone involved.

All records must be kept confidential, with limited access, and information will only be passed to others on a need-to-know basis.

Anonymous Complaints

Anonymous complaints can be difficult to deal with but should not be ignored. In all cases the safety and welfare of the child/children is paramount. Any such complaints relating to inappropriate behaviour should be brought to the attention of the Club CPO. The information should be checked out and handled in a confidential manner.

Rumours

Rumours should not be allowed to hang in the air. Any rumour relating to inappropriate behaviour should be brought to the attention of the CPO and checked out without delay.



Good Practice and Policy Guidance

Recruitment and Selection Policy for Coaches / Volunteers

Athlone Boat Club will take all reasonable steps to ensure that coaches are appropriately qualified and suitable to work with children. These procedures apply to all adults with substantial access to, or influence over, our junior members. Every effort will be made to support coaches who are required to agree to the Regulations and Guidelines set out in Athlone Boat Club's Child Protection Policy.

A decision to appoint a coach is the responsibility of the club's committee and not of any one individual within it. The club committee will ratify all requests from volunteers to become coaches.

All coaches/volunteers working with junior members or vulnerable adults are subject to Garda Vetting.

All coaches, officials and volunteers will be subject to a sign-up procedure in which they undertake to abide by the Rowing Ireland rules.

Supervision

- Athlone Boat Club's supervision policy is that there should be two adults present when one or more junior members/under 18 year olds are participating in club activities. This includes training, on and off the water, and at regattas/heads. Male and female coaches/volunteers are required at events of mixed groups.
- It is recommended that coaches and volunteers avoid being alone with one junior member. If it is necessary to talk separately it should be done in an open environment, in view of others.
- Coaches should not normally need to enter changing rooms unless children are very young or need special assistance and in this instance parents should be asked to take responsibility for assisting in the changing room.
- Some form of supervision of changing rooms may be required to ensure that behaviour such as bullying is not taking place. However, this may be done indirectly – someone close to the changing room.
- If supervision inside a changing room needs to be organised, this should be done in pairs of appropriate gender.

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- Clearly state time for start and end of training sessions – coaches/volunteers should not be left alone with young people at the end of sessions. If there are late collections coaches/volunteers should remain in pairs until children have left.
- If, for some reason, a coach or volunteer finds themselves alone with a child waiting for collection by a parent/guardian, they should text that parent/guardian to state they are alone and ask for immediate collection. Coaches/volunteers should NOT take the child home or to any other location, send the child home with another person without parent/guardian permission or wait in a car or the clubhouse alone. Persistent late collections should be notified to one of the CPOs.
- Keep attendance records and records of any incidents / injuries that arise.
- When junior rowers are invited into senior or veteran crews, it is advisable to get agreement from a parent/carer. The coach/team captain should nominate one adult member of the group to take particular responsibility for the underage player. Where necessary two adult members, one of each gender, can be appointed.

Safety (this is not ABC's Safety Statement)

- Coaches/volunteers should be aware of potential risks to safety and take steps to safeguard against these risks.
- Ensure activities are suitable for age and stage of development of rowers.
- Ensure junior rowers are dressed appropriately.
- Keep a record of any relevant medical conditions of the junior members.
- Keep a record of emergency contact numbers for parents / guardians.
- Know the contact numbers of emergency services.
- If an incident occurs, make a brief record of incident and action taken. Make a brief record of the problem/action/outcome. Contact the child's parents and keep them informed of all details.
- Rowers should know and keep the rules of their sport.
- Coaches should hold appropriate qualifications required by the governing body (Rowing Ireland).
- Have adequate insurance cover for all activities.
- Make parents/guardians aware of their duty to be present at finishing time of training sessions or events.

Physical Contact

Physical contact during coaching or at a regatta/head should always be intended to meet the child's needs – NOT the adult's. Adults should use appropriate contact which is aimed at assisting the development of the skill or activity or for safety reasons e.g. to prevent or treat an injury. This should be done in an open environment with the permission and understanding of the rower. In general:

- Contact should be determined by the age and development stage of the child – Don't do something that a child can do for itself.

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- Never engage in inappropriate touching such as touching of groin, genital areas, buttocks, breasts or any other part of the body that might cause a child distress or embarrassment.

Anti-Bullying Policy Statement

Athlone Boat Club acknowledges the right of all its junior and senior members, coaches and volunteers, to enjoy participating in the sport of rowing in a secure environment. Athlone Boat Club recognises that bullying behaviour is increasingly prevalent in society, the workplace, home, schools, sports clubs and sports groups.

Bullying by any member of Athlone Boat Club will not be accepted or condoned and all concerns raised about bullying will be treated seriously and will be dealt with as set down in Athlone Boat Club's Complaints Management Procedures.

Transport

There is extra responsibility on coaches/volunteers when they transport young people to events. Adults should:

- Ensure that there is adequate insurance cover on their car, they follow the rules of the road, including legal use of seat belts.
- Not carry more than the permitted number of passengers.
- Avoid being alone with one child, put the passenger in the back seat, have central drop off locations or seek parental permission to transport an individual participant on a regular basis and clearly state times of pick- up and drop-off. Parents should check with young people about these plans and be happy with the transport arrangements.

Where parents organise transport amongst themselves, ABC expects them to use their own judgement as to the suitability of the arrangement.

Use of photographic and filming equipment

Parents/carers want to be able to celebrate the achievements of their children when taking part in rowing through photographs and Athlone Boat Club will also want to promote their activities to encourage increased participation. ABC does not advocate the banning of photography, but recommends that it is subject to appropriate and proportionate safeguards being in place to ensure a safe sporting environment for children and young people. The following guidance will help to ensure that all necessary steps are taken to protect children and young people from the inappropriate use of their images in resources and media publications, on the internet and elsewhere.

The purpose of this policy is to reduce the risk of inappropriate, unsolicited attention from people within and outside the sport. Group photographs where the club is identified, rather than individuals, are good for publicity without creating a risk to those in the photographs. As a guide try to remember the following: -

- If the rower is named, avoid using their photograph.
- If a photograph is used, avoid naming the rower.
- Ask for the rower's permission to use their image to ensure that they are aware of the way the image is to be used to represent the sport.

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- Ask for parental permission to use the rower's image to ensure that parents are aware of the way the image is to be used to represent the sport. A permission form could be used or make an announcement prior to attending regattas/heads.
- To reduce the risk of inappropriate use, only use images of player in suitable dress. The content of the photograph should focus on the activity not on a particular child.

Amateur photographers/film/video operators wishing to record an event or practice session should seek permission/accreditation with the CPO, coach and/or event organiser. The club should display/ state the following information prior to the start of an event to inform spectators of the policy:

“In line with the recommendation in the Athlone Boat Club's Code of Conduct (Child Protection Policy), we request that any person wishing to engage in any video, zoom or close range photography should register their details with the organisers. If parents have any particular concern about their young person being photographed or filmed they should notify the organisers”.

Working in Partnership to protect young people

Photographs, when used with personal information, can be used as a means of identifying children. This practice can make a child vulnerable to an individual who may wish to “groom” that child for abuse. Furthermore the content of the photo can be used or adapted for inappropriate use. There is evidence of this adapted material finding its way onto web sites promoting the abusive images of children. Adults and sport coaches need to work together to prevent those wishing to cause such harm to young people.

Mobile Phones

Mobile phones are often given to children for security, enabling parents to keep in touch and make sure they are safe. In addition mobile phones allow quick and easy contact, which can make a safe and efficient way to carry out club business. However, such technology has also allowed an increase in direct personal contact with young people and has been used to cross personal boundaries and cause harm to young people. Within Athlone Boat Club there is a need to encourage responsible and secure use of mobile phones by adults and children.

As a junior rower remember:

- ✓ If you receive an offensive photo, email or message, do not reply, save it, make a note of times and dates and tell a parent or CPO within the club.
- ✓ Be careful about who you give your phone number to and don't respond to unfamiliar numbers.
- ✓ Change your phone number in cases of bullying or harassment.
- ✓ Don't use the phone in certain locations; inappropriate use of your camera phone may cause upset or offence to another person, e.g. changing rooms.
- ✓ Treat your phone as you would any other valuable item so that you guard against theft.

Athlone Boat Club
Code of Conduct
&
Child Protection Policy



As a coach remember:

- ✓ Use group texts for communication among rowers and teams and inform parents of this at the start of the season.
- ✓ It is not appropriate to have constant communication with individual rowers.
- ✓ Don't use the phone in certain locations; inappropriate use of your camera phone may cause upset or offence to another person, e.g. changing rooms.

Overnight Stays & Away trips

On the rare occasion when junior crews are away overnight at competitions, parents and rowers will be asked to sign agreement forms. These are available from the CPOs.

It is recommended that a meeting with parents be organised to communicate travel times, competition details, other activities, gear requirements, medical requirements, special dietary needs and any other necessary details.

- Adults should not share rooms with children & should knock before entering children's rooms.
- Children must share rooms with those of same age and gender.
- All group socialisation should take place in communal areas (i.e. no boys in girls' rooms and vice versa).
- Alcoholic drink, smoking or other illegal substances are forbidden to rowers. Coaches and volunteers should act as role models in this respect.
- There must be at least one adult of each gender with a mixed party, there should be a good adult : child ratio; 1:8 is recommended, with a minimum of two adults.
- Coaches should consider how they will access medical personnel should the need arise.
- Lights out times should be enforced.

Junior rowers should be under reasonable supervision at all times and should never leave the venue or go unsupervised without prior permission.