

# Cinque Ports Rowing CIC

## Child Protection & Safeguarding Adults At Risk Policy

**Cinque Ports Rowing CIC** is a not-for profit company, registered in England No. **12391016**

### Policy Statement

It is the policy of **Cinque Ports Rowing CIC** that the welfare of the children and young people is paramount regardless of age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity and that everyone who takes part in workshops or any activities associated our organisation, has a right to protection from physical, sexual and emotional abuse. Children and young people are defined as under the age of 18. We also acknowledge our responsibilities in respect of adult volunteers or visitors who might be deemed to be 'at risk' because they are 'vulnerable'. *(A Vulnerable Adult is defined in accordance with The Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) Order 2002 as a person aged 18 or over who has a condition of the following type: (i) a substantial learning or physical disability; (ii) a physical or mental illness or mental disorder, chronic or otherwise, including an addiction to alcohol or drugs; or (iii) a significant reduction in physical or mental capacity.*

**Cinque Ports Rowing CIC** is fully committed to safeguarding the welfare of all children, young people and vulnerable adults. It recognises its responsibility to take all reasonable steps to promote best practice and to protect children from harm, abuse and exploitation.

**Cinque Ports Rowing CIC** acknowledges its duty to act appropriately to any allegations, reports or suspicions of abuse. Its volunteers will endeavour to work together to encourage the development of an ethos that embraces difference and diversity and respects the rights of all children, young people and adults.

**The Management Board of Cinque Ports Rowing CIC** will therefore:

1. Ensure that staff/volunteers working with children understand their legal and moral obligations to protect children and young people from harm, abuse and exploitation.
2. Develop best practice in relation to the recruitment of such staff/volunteers. Cinque Ports Rowing CIC is committed to providing a safe and secure environment for children, volunteer staff and visitors, and promoting a climate where children and adults will feel confident about sharing any concerns which they may have about their own safety or the well-being of others.
3. Ensure that staff/volunteers understand their responsibility to work to the standards detailed herein.
4. Ensure that staff/volunteers understand their obligations to report care or protection concerns about a child/young person, or an individual team-member's conduct towards a child/young person, to Cinque Ports Rowing's designated person for child protection.
5. Ensure that all procedures relating to the conduct of staff/volunteers are implemented in a consistent and equitable manner.

**Cinque Ports Rowing CIC**  
12 Stone Street, Faversham ME13 8PU  
Community Interest Company Number **12391016**

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6. Ensure that the designated child protection person understands his/her responsibility to refer any child protection concerns to the statutory child protection agencies (i.e. police and/or children's social care).
7. Provide opportunities for staff/volunteers to develop their skills and knowledge particularly in relation to the care and protection of children and young people and adults at risk.
8. Ensure that children and young people are enabled to express their ideas and views on a wide range of issues in connection with our activities and projects.
9. Ensure that written permission is received from parents/carers for their children to engage in workshops and that specific information is provided in relation to the specific needs of children (e.g. medical need, allergies, special educational needs).
10. Endeavour to keep up-to-date with national developments relating to the care and protection of children and young people.
11. Take seriously any allegation or suspicion of abuse towards a child with whom Cinque Ports Rowing CIC is in contact and recognise that any child can be subject to abuse and that any matter arising from this will be dealt with appropriately following a clear set of procedures.
12. Ensure that staff/volunteers who are in positions of trust in respect of children and young people, are aware of the law relating to sexual activity with under 18s.

## Vulnerable Children

Particular vigilance will be exercised in respect of children and young people who could be vulnerable by virtue of disability, special educational needs, homelessness, refugee/asylum seeker status, the effects of substance abuse within the family, those who are young carers and those who are 'looked after' or 'in the care' of a Local Authority. In addition, we acknowledge that children who are affected by abuse or neglect may demonstrate their needs and distress through their words, actions, behaviour or demeanour. We will work hard to promote a strong positive ethos through our workshops and have high expectations of the behaviour expected of all participants.

## Responsibilities Within this Policy

1. All staff/volunteers are responsible for the operation of the Child Protection Policy and they should act upon any concern no matter how small or trivial it may seem.
2. All staff/volunteers recognise the position of trust in which they have been placed.
3. In every respect, employees and volunteers ensure that the relationships they form with children and young people are appropriate.
4. The Directors of Cinque Ports Rowing CIC ensure that staff/volunteers working directly with children and young people have a Disclosure and Barring Service. Staff & Volunteers requiring DBS disclosures could include:
  - Chaperones on specific workshops
  - The Designated and Deputy Designated persons

In cases where there is an allegation or suspicion of child abuse, the Designated Person(s) will take steps immediately to ensure that no child or adult is placed in a position which could cause further compromise.

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5. Any allegation or suspicion of child abuse is reported to the appropriate authorities. The first port of call for advice is Kent County Council Social Services or Kent Safeguarding Children Multi Agency Partnership.
6. Where urgent issues of child protection are involved, the Management Board have, as appropriate, the authority to suspend volunteers from working with Cinque Ports Rowing CIC.
7. Cinque Ports Rowing CIC will work with the appropriate local agencies, in particular Kent County Council Children's Services and the local Police, to ensure that children are safeguarded through the effective operation of Hand of Doom Production's child protection procedures.
8. Cinque Ports Rowing CIC is committed to reviewing our policy and good practice at regular intervals.

## Required Actions

All staff & volunteers working with **Cinque Ports Rowing CIC** are required to report instances of actual or suspected child abuse to the Designated Person(s) with responsibility for child protection.

**The Designated Person is:** Alan Thorne

**The Deputy Designated Person is:** Jude Sach

When an individual concern/incident is brought to the notice of the Designated Person(s), they will seek advice from Kent County Council's 24-hour help desk in relation to child protection issues.

All parents/ carers of children involved in workshop activities will be informed of our safeguarding responsibilities and the existence of this policy. In situations where children or young people sustain injury or are otherwise affected by an accident or incident whilst they are the responsibility of Cinque Ports Rowing CIC, parents will be notified of this as soon as possible.

## The role of the Directors

The Directors have formally adopted this policy and will review its content annually or sooner if there are any legislative changes or new good practice guidance.

The Directors will receive an annual report from the designated person(s) to monitor both the volume and progress of cases where a concern has been raised to ensure that Cinque Ports Rowing CIC is meeting its duties in respect of safeguarding.

## Cinque Ports Rowing CIC

Created February 2020

Reviewed and approved March 2022

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