



THREE COUNTIES RIDING CLUB

Safeguarding Policy-Children and Young People BHS Affiliated Riding Club Three Counties

Three Counties Riding Club fully accepts its legal and moral obligation under The Children's Act (1989) and (2004), to provide a duty of care to protect all children and safeguard their welfare, irrespective of age, sex, disability, race, parental or marital status, pregnancy, religion or belief, creed, sexual orientation and gender reassignment.

A child/young person is defined as a person under the age of 18 (the Childrens Act 1989). Three Counties Riding Club fully adopts the BEF Safeguarding Policy (Children and Young People), the full policy can be downloaded from the BEF website www.bef.co.uk

The aims of the Three Counties Riding Club Safeguarding Policy are:

- To ensure robust safeguarding arrangements and procedures are in operation to provide children and young people with appropriate safety and protection whilst at Three Counties Riding Club, allowing them to participate in a fun, safe environment and in an atmosphere of fair play.
- To take all reasonable, practical steps to protect children from harm, discrimination and degrading treatment and respect their rights, wishes and feelings.
- To ensure everyone understands their roles and responsibilities in respect of safeguarding and are provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people.
- To ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern. All concerns or allegations of poor practise or abuse are taken seriously and responded to swiftly and appropriately. It is the responsibility of child protection experts to determine whether or not abuse has taken place but it is everyone's responsibility to report it.

- To ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored.
- To maintain high standards of behaviours and good practise through compliance with BRC Official Rules and the BEF Codes of Conduct produced for instructors, coaches, parents/guardians, junior members, BRC Officials and volunteers. The policy and procedures are mandatory for everyone involved with Three Counties Riding Club. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the Three Counties Riding Club.

The policy will be reviewed every three years, or in the following circumstances:

- Changes in legislation and/or government guidance.
- As required by the Local Safeguarding Children Board, BHS, BRC and the BEF.
- As a result of any other significant change or event.

Club Safeguarding Officer: Abby Bernard

Three Counties Riding Club has appointed a Club Safeguarding Officer (CSO)

The role of the CSO is:

- To ensure that Three Counties Riding Club staff and volunteers, are aware of the Safeguarding Policy, procedures, guidelines and codes of conduct and adopt them as appropriate.
- Be the first point of contact at Three Counties Riding Club for Officials, volunteers, young people or parents/guardians for any issue concerning safeguarding, child protection or welfare, poor practise or potential/alleged abuse.
- To have access to contact details for Children's Services, the Police and the BHS Lead Safeguarding Officer.
- To follow the BEF Safeguarding Policy for procedures for recording and reporting information as required.
- To advise the BHS Lead Safeguarding Officer of any allegations or complaints made in relation to child protection and safeguarding and to implement BHS's Safeguarding procedure as appropriate.
- To respond to any allegations or complaints made from within Three Counties Riding Club in accordance with the agreed protocols detailed in the BEF Safeguarding Equestrian Sport.

- To ensure that Under 18s and their parents/guardians are aware of Three Counties Riding Club Safeguarding Policy and Procedures and how to access them.
- To facilitate and promote education and training in safeguarding for staff and volunteers.
- To ensure that procedures on recruitment of officials and volunteers are followed and for those roles which undertake regulated activity or regulated work, please see DBS and PVG guidance documents.
- To ensure that codes of conduct are in place for officials, volunteers, junior members and their parents/guardians.
<http://www.bhs.org.uk/our-charity/working-with-the-law/safeguarding-children>
- To ensure confidentiality is maintained and information is only shared on a 'need to know' basis. It is not the role of the CSO to be a Child Protection expert or to determine whether or not a serious incident has taken place, rather to record the details and seek guidance if necessary.

Communication:

Three Counties Riding Club will make available its Safeguarding Policy and Procedures to all officials, volunteers, junior members and their parents/guardians and it will appear in full on the Three Counties Riding Club website.

Three Counties Riding Club will circulate to all new members and their parents/guardians if they are under 18, the name and number of the Club Safeguarding Officer.

All individuals involved with Three Counties Riding Club, no matter what role they participate in, must adhere to the Safeguarding Code of Conduct.

All individuals involved with Three Counties Riding Club must all sign to agree to uphold the Safeguarding Code of Conduct.

Training:

Instructors/coaches, officials and volunteers working with children may like to undertake the BEF approved safeguarding training (or recognised equivalent) course within the last 3 years. Ideally refresher training should be completed every three years via either the BEF approved online training portal or a further face to face course.

As a minimum the CSO must attend the required Safeguarding Training Course.

DBS Checks:

Instructors/coaches, officials and volunteers working with children at Three Counties Riding Club may be required to hold a current certificate through the Disclosure and Barring Service, Disclosure Scotland or Access NI as appropriate. Certificates must be renewed every three years. Please see the guidance documents below.

Further information and links:

Three Counties Riding Club Safeguarding Officer details: Abby Bernard: abbybern1@aol.com or mob: 07775712512.

BHS Lead Safeguarding Officer ☐ 02476 840746 safeguarding@bhs.org.uk

Confidential email: cpleadofficer@bhs.org.uk

Childline 0800 1111 NSPCC 0808 800 5000

Documents ☐ Please see BHS website for useful templates and documents
<http://www.bhs.org.uk/our-charity/working-with-the-law/safeguarding-children>

Criminal record check information ☐ England and Wales
<http://www.bhs.org.uk/our-charity/working-with-the-law/criminal-record-checks-england-and-wales>

Scotland

<http://www.bhs.org.uk/our-charity/working-with-the-law/criminal-record-checks-england-and-wales/scotland>