

Macclesfield Seals Swimming Club Safeguarding Policy

Policy Statement

Macclesfield Seals Swimming Club has a duty of care to safeguard all from harm who are involved in the Swimming Club's activities. All have a right to protection, and the needs of disabled children and others who may be particularly vulnerable must be taken into account. It is the aim of Macclesfield Seals Swimming Club to maintain the safety and protection of all involved in activities organised by the Swimming Club.

A CHILD IS DEFINED AS A PERSON UNDER THE AGE OF 18 (The Children Act 1989)

Policy Aims.

The aim of the Macclesfield Seals Swimming Club Safeguarding Policy is to promote good practice: Providing children, young people and vulnerable adults with appropriate safety and protection whilst in the care of Macclesfield Seals Swimming Club.

Provide access to Safeguarding training for all volunteers in order to allow all volunteers to make informed and confident responses to specific safeguarding issues.

It is good practice to:

1. Always work in an open environment (e.g. avoid private or unobserved situations and encourage open communication with no secrets).
2. Treat all people equally, and with respect and dignity.
3. Always put the welfare of each person first, before winning or achieving.
4. Make sport fun, enjoyable and promote fair play.
5. Give constructive and enthusiastic feedback rather than negative criticism.
6. Involve parents / carers wherever possible. If groups have to be supervised in the changing rooms always make sure that Club officials and parents work in a group of a minimum of two adults.
7. Liaise with the Macclesfield Leisure Centre Duty Manager in order to keep a written record of any injury that occurs, along with details of any first aid treatment given under the policies of Macclesfield Leisure Centre.
8. Refer to the Senior Volunteers present at a session to ensure that concerns with regards to safeguarding are recorded via the process outlined below.

The club will also:

1. Keep membership forms safely, in accordance with the Data Protection Act (1998) with information used on a need to know basis only.
2. Acquire references for all volunteers and carry out DBS (Disclosure and Barring Service) checks on all adult volunteers.

Safeguarding Officer.

The named Safeguarding Officer for Macclesfield Seals is currently **Steve Delight**

This person will, in conjunction with the Committee, ensure that any concerns with regard to safeguarding shall be recorded and dealt with in confidence, with the necessary parties being informed.

1. Any concerns passed to senior volunteers from volunteers/associate volunteers/parents/Seals need to be documented on prescribed form and passed to the Safeguarding officer to be actioned appropriately.
2. Any concerns/repercussions are discussed and if appropriate actioned at a regular committee meeting - we aim to meet as a committee for such purposes every two months and will also call extraordinary meetings where matters need more urgent attention.

Use of photographic / filming equipment/social media.

In accordance with Macclesfield Leisure Centre ruling, no photography or videoing may be carried out without prior permission and the necessary details put on file

1. Parent / guardian permission will be sought for any photography of Club members with details given of how the photograph(s) will be used
2. Mobile telephones are included as 'photographic equipment'.
3. Macclesfield Leisure Centre rules forbid the use of mobile phones on the poolside or in changing rooms.
4. Social media – Seals has its own facebook page and we encourage social media interaction between volunteers and members to be conducted on this site so that is public

Parental/Guardian responsibilities.

1. It is the responsibility of parents / guardians to ensure that swimmers attend Club sessions with the correct attire.
2. Parents must inform the Club of any relevant illness or injury and the relevant medication on the membership form.
3. The Club need to be informed of any changes in circumstances.
4. Contact telephone numbers (inc. mobile numbers) should be given to the club in case of an emergency situation.
5. The Club are only responsible for the safety and welfare of the swimmers whilst they are attending a particular session. Parents / guardians are responsible for the safety and welfare of the swimmers prior to the start of the session, and for the collection of the swimmers following a session.

If you have any worries or concerns of a Safeguarding nature and do not feel satisfied with the manner in which this is handled by Senior Seals Volunteers you are welcome to contact any of the organisations below:

Swimline		Tel: 0800 100 4001
NSPCC	National Centre Westin House 42 Curtain Road London EC2A 3NH	Tel: 020 7825 2500 Helpline:0800 800 5000 help@nspcc.org.uk Deaf Users Text Service 0800 560 566
Child Protection Sport Unit	3 Gilmour Close Beaumont Leys Leicester LE4 1EZ	Tel: 0116 234 7278 / 7280 cpsu@nspcc.org.uk
Childline UK	Freepost 1111 London N1 0BR	Tel: 0800 1111
Cheshire Police Service	Cheshire Constabulary Headquarters Clemonds Hey Oakmere Road Winsford, CW7 2UA	Tel: 0845 458 0000 publicContact@cheshire.pnn.police.uk
Cheshire East Council	Macclesfield Town Hall, Floor 2, Market Place, Macclesfield SK10 1DX	Tel: 01625 374 700 (8.30am to 5pm Monday to Thursday and 8.30am to 4.30pm Friday) (Emergency Duty Team cover all other times) accesseast@cheshireeast.gov.uk Social Services Emergency Duty Team - Tel: 01606 76611