

# NORTHWICH ROWING CLUB

## CHILD PROTECTION PROCEDURES



All parents, carers and Junior Club members (under 18) should be familiar with these procedures.

In the case of a complaint or concern arising whilst participating in any rowing activities, the following steps must always be followed:

1. Report the complaint as soon as possible to the Welfare Officer (Carole Riddell). Advice will be given immediately and professional guidance sought, where appropriate, from British Rowing.
2. If the complaint concerns poor practice rather than alleged abuse it will be dealt with as a misconduct matter within the Club.
3. If the complaint concerns alleged abuse, the Welfare Officer will first ensure the safety of the young person(s) involved.
4. Concerns will then be referred to the appropriate agencies, including social services and the police, in accordance with protection policies.
5. Contact with parents/carers will be made as soon as possible, in accordance with child protection and safeguarding policies. Legislation states that attempts should be made to notify parents/carers of a referral to social services in advance of the referral being made, unless doing so compromises the welfare of the child.
6. The matter will then be reported to the Chairman of the Executive Board of British Rowing.
7. British Rowing will decide whether or not to suspend the person against whom the complaint has been made.
8. The Welfare Officer will handle any subsequent media enquiries, in consultation with the Chairman, and in accordance with safeguarding and child protection policies.
9. Disciplinary procedures will be adhered to and any disciplinary proceedings processed.

### In case of concerns about a parent or carer

Please note that if any Club member has concerns about a parent or carer, or if told about concerns or alleged abuse, reports should be made to the Welfare Officer. The matter will be referred, where appropriate, to social services and police. The Club member should record a concise account of the concerns or information to assist with any subsequent enquiries. Notification of parents/carers will be done, as stated above in Section 5.

### **Contact details:**

Welfare Officer: Carole Riddell 07809 376671  
Junior Coordinator: Jenny Brogan 07711 570774