

Oxford Tri Club Safeguarding Policy and Procedures

Version:	1.0.0
Last reviewed/updated:	14.04.2021
Editor/Creator:	Kathy Marsden (Club Welfare Officer)
Approved by:	Chris Hickman reviewed. Approved during committee meeting on 07.05.21
Created from:	SAFEGUARDING ADULTS AT RISK POLICY FRG032 v2.0 (June 2019) https://www.britishtriathlon.org/about-us/safeguarding/adults-at-risk
Next review due:	Feb 2022

Introduction and Policy Statement

Oxford Tri is committed to creating and maintaining a safe and positive environment and ensuring Triathlon is an inclusive sport to be enjoyed by all. Oxford Tri is an adult only triathlon club, therefore has no child safeguarding policy or procedures and this documentation is referring to adults only.

Safeguarding is protecting an adult's right to live in safety, free from abuse and neglect. It is about people and organisations working together to prevent and stop both the risks and experience of abuse or neglect, while at the same time making sure that the adult's wellbeing is promoted.

The BTF Adult at Risk definition (in a sporting context) includes those "who are at risk due to a specific circumstance they may find themselves in, for example: domestic abuse, forced marriage, sexual or commercial or financial exploitation." (British Triathlon, 2019) These circumstances will often not be widely known, if at all, therefore this policy does not differentiate between Adults at Risk and any other member and therefore applies to all members and all situations for which there are concerns for the safety or wellbeing of a member.

Oxford Tri seeks to:

- Ensure all members, regardless of age, ability or disability, gender, race, religion, ethnic origin, sexual orientation, marital or gender status have the right to be protected from abuse and poor practice and to participate in an enjoyable and safe environment.
- Ensure the rights, dignity and worth of all members will always be respected.
- Recognise that ability and disability can change over time, such that some adults may be additionally vulnerable to abuse, in particular those adults with care and support needs.
- Create a safe and welcoming environment at club sessions, where participants can have fun and develop their skills and confidence.
- Promote safeguarding and encourage members to report concerns whether these concerns arise within triathlon or in the wider community.
- Ensure all new coaches are reviewed and screened by the lead coach prior to coaching without supervision.
- Ensure coaches are reviewed by the lead coach as appropriate.

- Be prepared to review its ways of working to incorporate good practice.
- Where appropriate, work in partnership with carers to support any member who is an Adult at Risk to achieve the best outcome for them.

Oxford Tri will:

- Appoint a designated Welfare Officer responsible for safeguarding in the club and ensure they complete the appropriate BTF Welfare and Safeguarding training.
- Treat all participants with respect and celebrate their achievements.
- Make safeguarding personal to those involved and take into account their views, wishes, beliefs and wants as part of the safeguarding process.
- Discuss any safeguarding concerns with the member(s) involved to get their view of what they would like to happen, and they should be involved in the safeguarding process, giving their consent to share information outside of the organisation where necessary.
- Respond swiftly and appropriately to all complaints and concerns about poor practice or suspected or actual abuse by following the club Complaints procedure or safeguarding procedures described/linked below.
- Recognise the role and responsibilities of the statutory agencies in safeguarding adults.

Procedures

All club coaches have a role and responsibility for the safety and wellbeing the club's members. It is not your responsibility to decide whether an adult has been abused. It is however everyone's responsibility to respond to and report concerns.

All club coaches must complete appropriate safeguarding training as part of their coaching qualification and sign the club's Coaching Code of Conduct (Oxford Tri Club). Coaches are expected to follow safeguarding policies and procedures detailed in the 'British Triathlon Safeguarding Adults Reporting Procedures' (British Triathlon).

In particular, you should:

- **Recognise** – Endeavour to identify abuse and neglect and where you do, raise your concern.
- **Respond** – Reassure the individual, tell them what you will need to do, ask them what they want to happen.
- **Refer** – Contact the club Welfare Officer (or Chair if the Welfare Officer is involved and BTF Safeguarding officer if both Welfare and Chair are involved) if either you recognise or suspect abuse and neglect, or you are responding to an allegation from or about a club member.
- **Record** – Who, what, where, when – make sure you write down what you see, hear or are told separating fact from fiction. Keep your record safe and maintain confidentiality. If possible, use the British Triathlon Safeguarding Adults incident report form which is available in the British Triathlon Safeguarding Adults Reporting Procedures (linked below).

There is an incident report form at the end of the 'British Triathlon Safeguarding Adults Reporting Procedures' (in Appendix A) (British Triathlon) which should be used where possible to report any incidents of concerns.

Useful Links and Information

British Triathlon Adult Safeguarding documentation: <https://www.britishtriathlon.org/about-us/safeguarding/adults-at-risk>

Adult Social Care, Oxfordshire County Council: <https://www.oxfordshire.gov.uk/residents/social-and-health-care/adult-social-care>

References

British Triathlon. (2019, June). *SAFEGUARDING ADULTS AT RISK POLICY FRG032 v2.0*. Retrieved from Britishtriathlon - About Us - Safeguarding - Adults At Risk: <https://www.britishtriathlon.org/britain/documents/safeguarding/fgr032-british-triathlon-safeguarding-adults-policy-statement.pdf>

British Triathlon. (n.d.). *new-british-triathlon-safeguarding-adults-reporting-procedures.pdf*. Retrieved from Oxford Tri: <https://www.oxfordtri.uk/wp-content/uploads/2021/06/new-british-triathlon-safeguarding-adults-reporting-procedures.pdf>

Oxford Tri Club. (n.d.). *OxfordTriClubCoachingCodeOfConductv1.0.1.pdf*. Retrieved from Oxford Tri: <https://www.oxfordtri.uk/wp-content/uploads/2021/06/OxfordTriClubCoachingCodeOfConductv1.0.1.pdf>