



Northants CPSA Young People and Vulnerable Adults Protection Policy

Introduction

The Clay Pigeon Shooting Association believes that young people and vulnerable adults' protection is everyone's responsibility.

Abuse can occur anywhere there are young people and vulnerable adults at any time, at school, in the park, at the club. Sadly, there are some people who will seek to be where young people and vulnerable adults are simply in order to abuse them.

We believe that everyone in the CPSA has a part to play in looking after the young people and vulnerable adults with whom we are working. This is both a moral and a legal obligation. The Children Act 1989 indicates that anyone who has the care of a child should "*do what is reasonable in all the circumstances for the purpose of safeguarding or promoting the child's welfare.*" This obviously has a great impact on coaches and officials who work with children at any time.

These young person and vulnerable adult protection procedures stem from the following principles:

- the young person and vulnerable adult 's welfare is the first consideration.
- all young people and vulnerable adults, regardless of age, any disability they may have, gender, racial origin, religious belief and sexual identity have a right to be protected from abuse.

We know that if these procedures are to help to protect young people and vulnerable adults, everyone involved in shooting needs to see and discuss them. We are, therefore, asking coaches and officials to make sure that they are widely distributed and discussed at club, county, regional and national level.

If there is any doubt about these procedures and what constitutes good practice in this area please contact the CPSA.

Policy statement

The CPSA has a duty of care to safeguard all young people and vulnerable adults involved in shooting from harm. All young people and vulnerable adults have a right to protection, and the needs of disabled young people and vulnerable adults and others who may be particularly vulnerable must be taken into account. CPSA will ensure the safety and protection of all young people and vulnerable adults involved in shooting through adherence to the welfare guidelines adopted by CPSA.

Policy aims

The aim of CPSA young person and vulnerable adult protection is to promote good practice:

- Providing young people and vulnerable adults with appropriate safety and protection whilst involved in shooting
- Allow all CPSA members to make informed and confident responses to specific young person and vulnerable adult protection or issues.

Good Practice When Dealing With Young People and Vulnerable People In Shooting

Avoid situations where the coach or official and the young person or vulnerable adult is alone. The CPSA acknowledges that occasionally there may be no alternative - for example, a young person may fall ill and have to be taken home. We would stress, however, that one to one contact should never be allowed to occur on a regular basis.

When coaching young people and vulnerable adults, on or off the firing point, avoid physical contact as much as possible. If physical contact may be necessary (say when learning new shooting positions etc.) ascertain the young person or vulnerable adults' parent/carer's views on this and/or have the parent/carer present.

If it is necessary to do things of a personal nature for young people or vulnerable adults who are young or who are disabled, make sure you have another adult accompanying you. Get the young people or vulnerable adults' consent, if at all possible, and certainly get consent from the parent/carer. Let the young person or vulnerable adult know what you are going to do and why.

Ask parents/carers and/or nominated club officials to be responsible for young person or vulnerable adult in changing rooms or overnight accommodation. Get teachers/coaches/club officials to work in pairs if classes or groups of young people or vulnerable adults has to be supervised in a changing room or overnight accommodation.

Ensure that male and female coaches/club officials always accompany mixed teams. If the procedures and guidance contained here are implemented properly, they can offer safeguards to everyone involved in shooting and in doing so help to maintain the credibility of the CPSA and its constituent bodies. Most of all, though, they can help to prevent young people and vulnerable adults being abused

- Requesting written parental consent if required to transport young people or vulnerable adults in their cars.
- Ensure that at tournaments or residential events, adults should not enter young people or vulnerable adults' rooms or invite young people or vulnerable adults into their rooms.
- Secure parental consent in writing to act in loco parentis, if the need arises to administer emergency first aid and/or other medical treatment.
- Keeping a written record of any injury that occurs, along with the details of any treatment given.
- Make themselves familiar with the relevant practice guidelines of the appropriate local Area Child Protection Committees.

If you have Concerns about the Welfare of a Young Person or Vulnerable Adult

Please remember, it's not your responsibility to decide whether a young person or vulnerable adult is being abused but we are asking you to act on your concerns. Make a detailed note of what you've seen or heard but don't delay passing on the information.

If you are a member, or the parent/carer or friend of a member, of a shooting club you should:

- Tell a club official such as the club secretary, chairperson, coach or any committee member, or at an event the Club Safety Officer - unless, of course, you suspect them of being involved.

Or

- If you are a club official or at an event the Club Safety Officer you can:
- Talk to the young person or vulnerable adults' parents/carers about the concerns if you think there may be an obvious explanation such as a bereavement or pressure from studies or exams.
- Contact CPSA HQ on 01483 485 400
- Contact the NSPCC Child Protection Helpline 0808 800 5000

- Contact the Social Services Department or, in an emergency, the Police.

Generally:

- If you're working with shooters away from home, at a training camp perhaps or a national or regional competition, tell the team manager or the chief coach.
- If you're working with a school - tell the head teacher.
- If you're working with a local authority, refer to your local Young Person or Vulnerable Adult Protection procedures.
- If you're working with, Scouts, CCF etc. refer to their Young Person Protection procedures.

Again, please remember to make a detailed note of what you've seen or heard but don't delay passing on the information. It is also advisable to write to your member governing body and/or CPSA to advise them of your concern and to whom you have reported it.

If A Young Person or Vulnerable Adult Tells You He or She Is Being Abused

- Stay calm.
- Don't promise to keep it to yourself.
- Listen to what the child says and, please, take it seriously.
- Only ask questions if you need to clarify what the young person or vulnerable adult is telling you - don't ask the child about explicit details.
- Make a detailed note of what the young person or vulnerable adult has told you but, as advised in the previous section, please don't delay in passing on the information.

Allegation

In light of an allegation notified to the CPSA HQ, the CPSA will investigate under the procedures set out in the CPSA disciplinary code.

Minimum Requirements

CPSA Affiliated Clubs who provide coaching to young persons should be aware of the Protection of Children Act 1999, and are advised to adopt the CPSA Child Protection Charter as per appendix 2, and hold the appropriate qualifications and insurance as specified there-in.

CPSA Child Protection Register

CPSA members may apply to the CPSA to have a **National Criminal Records** check.

Information returned is confidential to the applicant, but can be recorded on the member's membership database record together with their qualifications. To allow the public verification of the member's status under the Young Person or Vulnerable Adult Protection Policy of the individual or club they work for or with.

The fee for this service is £35-00. Application forms are available on request from the CPSA HQ.

Appendix 1

Contacts

NSPCC Child Protection Helpline 0800 1111

Child Protection in Sport Unit www.sportprotects.org.uk

NSPCC National Training Centre
3 Gilmour Close
Beaumont Leys
Leicester LE4 1EZ

Telephone: 0116 234 7282
Facsimile: 0116 234 0464
Email: training@nspcc.org.uk

Appendix 2

The CPSA Clubs and Coaches

Charter on Young Person or Vulnerable Adult Welfare

Coaches must respect the rights, dignity and worth of every person and treat everyone equally within the context of their sport.

Coaches must place the well being and safety of the pupil above the development of performance. They should follow all guidelines laid down by the CPSA as their sports Governing Body and hold appropriate insurance cover individually or through the club at which they coach.

Coaches must develop an appropriate working relationship with their pupils based on mutual trust and respect. Coaches must not exert undue influence to obtain personal benefit or reward.

Coaches must encourage and guide shooters to accept responsibility for their own behaviour.

Coaches should hold up-to-date a minimum of CPSA Level One coaching qualification.

Coaches must ensure the activities they direct or advocate are appropriate for the age, maturity, experience and ability of the individual.

Coaches should at the outset clarify with pupils, and where appropriate their parents, exactly what is expected of them and what pupils are entitled to expect from their coach.

Coaches should co-operate fully with other specialists (e.g. other coaches, officials, sport scientists, doctors, physiotherapists) in the best interest of the pupil.

Coaches should always promote the positive aspects of their sport (e.g. fair play) and never condone rule violations or the use of prohibited substances.

Coaches must consistently display high standards of behaviour and appearance.

This Charter is reproduced with amendments specific the needs of the CPSA by courtesy of Sportscoach UK. For more information on guides for sports coaches visit <http://www.sportscoachuk.org>.

Appendix 3

Types of Abuse

It is generally acknowledged that there are four main types of abuse – Physical, Sexual, Emotional and Neglect.

Physical Abuse is just what the term implies - hurting or injuring a child, for example, by hitting or shaking. It might also occur if a child is forced to train beyond his/her capabilities. Bullying is likely to come into this category.

Sexual Abuse occurs when a child knowingly or unknowingly takes part in something which meets the sexual needs of the other person or persons involved – it could range from sexually suggestive comments to full intercourse.

Emotional Abuse occurs when a child is not given love, help and encouragement and is constantly derided or ridiculed or, perhaps even worse, ignored. Conversely, it can also occur if a child is over-protected. It is present in the unrealistic expectations of parents and coaches over what a child can achieve. Racially and sexually abusive remarks constitute emotional abuse and it can be a feature of bullying.

Neglect usually means failing to meet children's basic needs such as food, warmth, adequate clothing, medical attention etc. It could also mean failing to ensure they are safe or exposing them to harm.

Indications of Child Abuse

Recognising child abuse is not always easy even for the experts. The examples listed below are not a complete list and they are only indicators – not confirmation.

Information - The child says that she or he is being abused, or another person says they believe (or actually know) that abuse is occurring.

Injuries - The child has an injury for which the explanation seems inconsistent.

Behaviour Changes - The child's behavior changes, either over time or quite suddenly, and he or she becomes quiet and withdrawn, or alternatively becomes aggressive.

Reaction to Others - The child appears not to trust adults, e.g. a parent or coach with whom she or he would be expected to have, or once had, a close relationship, and does not seem to be able to make friends.

Appearance - The child becomes increasingly neglected-looking in appearance, or loses or puts on weight for no apparent reason.

Sexual Awareness - the child shows inappropriate sexual awareness for his/her age and sometimes behaves in a sexually explicit way.

Bear in mind that physically disabled children and children with learning difficulties are particularly vulnerable to abuse and may have added difficulties in communicating what is happening to them.

The CPSA would like to thank the GBTSF and the Child Protection in Sport Unit for their assistance in producing this document.

Appendix 4

Related legislation and or reference materials

- Data Protection Act 1998 and the Human Rights Act 1998
- The Police Act 1997
- The Children Act 1989
- The Protection of Children Act 1999
- Safeguarding Vulnerable Groups Act 2006
- Department of Health ‘*Working together to Safeguard Children*’ guide.
- National Society for the Prevention of Cruelty to Children (NSPCC) ‘*sportscheck*’ pack
- Sexual Offences (Amendment) Act 2000