



## BNSC Welfare & Child Safeguarding Policy

Swimming is one of the few sports which can be enjoyed throughout life and anyone of any age or ability can participate. It develops physical skills, self-esteem and the ability to be a team player, as well as providing an opportunity to achieve individual success.

Bristol North Swimming Club (BNSC), founded in 1922, is primarily a competitive swimming club. Its purpose is to provide members with the opportunities to swim at all levels from learning to swim to the very highest levels of the sport.

BNSC is committed to providing a nurturing, friendly and safe environment for all of our members who wish to participate in swimming. Creating the environment that we and our members want is a joint responsibility, whether you are a swimmer, coach, committee member, club volunteer or parents/carer. We want to make sure that everyone is working together to foster the caring and fun environment which promotes a life-long love of this sport.

To achieve this, we have established a set of policies, including a code of conduct, which outline the responsibilities and behaviour expected of all adult and child members of the club, particularly in relation to the safeguarding and welfare of children. They apply to all people involved with the club:

- Swimmers
- Parents and Carers
- Coaches and Teachers
- Committee members, officials and volunteers who work directly with children

All members, parents/carers, and volunteers commit to understanding, embracing, acting out, and advocating their responsibilities laid out in these pages.

Safeguarding is everyone's responsibility and by all playing our part we will achieve the best outcomes for children.

## 1 Terms of Reference

This policy is founded on Swim England's Child Safeguarding Policies and Procedures, known as **Wavepower**, and the rules of venues frequently used by the club. It should be read in conjunction with the Swim England Codes of Ethics (particularly Wavepower), BNSC Club Rules, and BNSC Data Protection Policy:

- [Swim England Code of Ethics](#)
- [Swim England Wavepower](#)
- [BNSC Club Rules](#)
- [BNSC Data Protection Policy](#)



The BNSC committee formally adopted this policy at the committee meeting held in November 2017.

## 2 Key Principles

Wavepower, sets out ten key principles which underpin the clubs approach to both member Welfare and Child Safeguarding:

- Swim England is committed to ensuring that all children who take part in Swim England activities are able to have fun and participate in an environment that keeps them safe from harm.
- The welfare of the child is, and must always be paramount.
- It is every child and young person's right to be protected from abuse irrespective of their age, gender, faith or religion, culture, ethnicity, sexual orientation, background, economic position, disability or level of ability.
- Allegations of abuse or concerns regarding children will be treated seriously and will be responded to swiftly and appropriately.
- Swim England recognises the responsibilities of the statutory agencies and is committed to complying with safeguarding partners and the statutory guidance 'Working together to safeguard children (2018) [gov.uk/government/publications/working-together-to-safeguard-children--2](http://gov.uk/government/publications/working-together-to-safeguard-children--2)
- Confidentiality will be maintained appropriately at all times and the child's safety and welfare must be the overriding consideration when making decisions on whether or not to share information about them.
- Swim England will support all adults involved in the sport to understand their roles and responsibilities with regards to safeguarding and protecting children in the sport.
- Swim England will provide training and education to all adults involved in the sport to be aware of, and understand, what best practice is and how to manage any child welfare concerns they identify or are informed of.
- Parents/guardians, children and all participants involved in the sport can access advice and guidance on child welfare matters from the Swim England Child Safeguarding Team, the Swim England/NSPCC Swimline Child Protection helpline or from the statutory agencies.
- All Swim England organisations must adopt Wavepower and ensure that, when they receive new information, the publication is updated as appropriate.

## 3 Duty of Care

### 3.1 Definitions

A **child** is anyone who has not yet reached their 18th birthday.



### 3.2 The club's responsibilities

All organisations and individuals have a duty of care to safeguard children when they are participating in their activities.

BNSC accepts its responsibilities and commits to ensuring as far as practicable:

- Adopt Wavepower 2020-2023 in full
- All members, parents/carers, and regular volunteers have knowledge of this policy.
- All coaches, teachers, and club staff understand, accept and act out their responsibilities as outlined in this policy if they have any concerns about a child's safety or welfare.
- All parents, carers, and swimmers understand, accept and act out their responsibilities as outlined in this policy.
- All parents, carers, and swimmers understand the contact points and procedures to follow should they have an issue in relation to safeguarding members of the club.  
(for contact details, see **BNSC Contact Details**)
- Members can be assured that they would be supported by BNSC if they approach the club in relation to issues or safeguarding matters.
- Promote a culture of listening to children

This responsibility does not remain solely on the club. All members, parents/carers, and volunteers have a role to play and therefore we have clearly laid out your commitment below.

### 3.3 Your responsibilities

As a member, parent/carer, or volunteer of the club, we expect you to set standards for general behaviour and conduct which are important to the Club, other members, affiliates, and the sport as a whole.

In the interests of fostering the right culture, we expect all members, parents/carers, and volunteers to understand, embrace, act out, and advocate their general responsibilities laid out in this document.

To that end, we ask all members, parents/carers, and volunteers to sign up to their commitments:

- **Code of Conduct for children**
- **Code of Conduct for Parents and Carers**
- **Code of Conduct for Coaches & Swimming Teachers**
- **Code of Conduct for Committee Members, Officials & Volunteers**

Anyone involved in the club can contact the Swim England Child safeguarding team, Swimline, County or Regional welfare officer or the Swim England Legal department for advice or guidance. If these services are not available and there is concern that immediate action is needed to protect a child from harm the police or social care can be contacted.



## 4 Reacting to, recording and reporting concerns

### 4.1 Key Contact Details

You can find key contact information, including emergency contact details, on Swim Club Manger, club document **BNSC Contact Details (under Policy section)**.

### 4.2 What to do

If you have any reason to be concerned about a member of the club, then the club urges you to act. The club follows Swim England guidance to: React, Record and Report.

Stage 1: **React** to the concern, disclosure, suspicion or allegation in a timely and appropriate manner.

Stage 2: **Record** the relevant information.

Stage 3: **Report** the information to the appropriate person(s) and/or organisation(s).

This process is appropriate in all cases, including when it is an emergency. **The club's first contact to report concerns is the welfare officer.**

For more information on each of these stages and an appropriate response, see Swim England's Wavepower, Section 2.1.



### 4.3 BNSC Child Safeguarding Policies

For convenience, BNSC Policies and Procedures are created as individual documents so that they can be referenced and printed separately.

- **Contact Details**
- **Equality and Diversity Policy**
- **Anti-Bullying Policy**
- **Changing Room Policy**
- **Late Collection of Children Policy**
- **Photography and Video Policy**
- **Transport Policy**
- **Missing Child Policy**
- **Whistle-blowing Policy**
- **Indecent/ child abuse images policy**
- **Supervision when away from the organisation policy**
- **Online contact and electronic communication with children policy**
- **Guidance for lane sharing between children and adults**
- **Safe recruitment policy**

### 4.4 Advice and Complaints

If you need advice or guidance regarding safeguarding or this policy, first contact the club's welfare officer.

If you have a complaint about the club, coaching or committee, whether related to Welfare or otherwise, then please read the **BNSC Complaints Procedure** for full details of what to do.

### 4.5 Sanctions, punishment, and appeal

Failure of swimmers to comply with these codes of conduct and policies will result in the appropriate disciplinary action.

1. A verbal warning is the first stage, issued by the Head Coach.
2. Following this a written letter from the committee to advise parents of the concern.



3. If this is ineffective the following actions will follow:

- a) Temporary exclusion
- b) Written warning
- c) Membership Withdrawal

In accordance with the Club's constitution, only the Committee can ultimately withdraw the membership of a swimmer - a decision not taken lightly, but taken in the interests of the safety and well-being of the swimmers and club as a whole.

Serious incidents will be reported to Swim England in accordance with Swim England guidelines.

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