



## **ABERDEEN RIDING CLUB** **SAFEGUARDING POLICY**

ABERDEEN RIDING CLUB full accepts its legal and moral obligation under The Children Acts (1989) and (2004), to provide a duty of care to protect all children and safeguard their welfare, irrespective of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation and socio-economic background.

A child/young person is defined as a person under the age of 18 (the Childrens Act 1989) Aberdeen Riding Club fully adopts the BHS Safeguarding Policy (Children and Young People).

### **Aims**

The Aims of this Aberdeen Riding Club Safeguarding policy are:

- To ensure robust safeguarding arrangements and procedures are in operation to provide children and young people with appropriate safety and protection whilst at Aberdeen Riding Club, allowing them to participate in a fun, safe environment and in an atmosphere of fair play.
- To take all reasonable, practical steps to protect children from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings.
- To ensure everyone understands their roles and responsibilities in respect of safeguarding and are provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people.
- To ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern. All concerns or allegations of poor practice or abuse are taken seriously and responded to swiftly and appropriately. It is the responsibility of child protection experts to determine whether or not abuse has taken place but it is everyones responsibility to report it.
- To ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored.
- To maintain high standards of behaviours and good practice through compliance with BEF codes of conduct produced for instructors, coaches, parents/guardians, junior members and volunteers. The policy and procedures are mandatory for everyone involved with Aberdeen Riding Club. Failure to comply with the policy and

procedures will be addressed without delay and may ultimately result in dismissal/exclusion from Aberdeen Riding Club.

- The policy will be reviewed every three years, or in the following circumstances:

Changes in legislation and or government guidance, as required by the Local Safeguarding Children Board, BHS and BEF, As a result of any other significant change or event.

**CENTRE SAFEGUARDING OFFICER:** Sally McCarthy

The role of the CSO is:

- Work with others in the centre or club to ensure a positive child-centred environment.
- Ensure that their club or centre is aware of the BHS Safeguarding policies, procedures and guidelines.
- Ensure parents/children are aware of the policy and procedures.
- Receive queries and offer support regarding safeguarding concerns.
- Undertake training as necessary.
- Promote training to club and centre support staff and volunteers.
- Assist the club or centre to ensure that codes of conduct are in place for club staff, volunteers, coaches, young people and parents.
- Respond to any allegations or complaints made from within your club/centre.
- Communicate with centre or club management and the BHS Safeguarding team regarding concerns.
- Maintain contact details for local childrens social care and police.

IT IS NOT THE ROLE OF THE CSO TO BE A CHILD PROTECTION EXPERT OR TO DETERMINE WHETHER OR NOT A SERIOUS INCIDENT HAS TAKEN PLACE, RATHER TO RECORD THE DETAILS AND SEEK GUIDANCE IF NECESSARY.

### **Communication**

Aberdeen Riding Club will make available its Safeguarding policy and procedures to all staff, volunteers, junior members and their parents/guardians and it will appear in full on the Aberdeen Riding Club website.

Aberdeen Riding Club will circulate to all new clients and their parents/guardians if they are under the age of 18, the name and number of the Safeguarding Officer.

All individuals involved with ARC, no matter what role they participate in must adhere to the Safeguarding Code of Conduct.

All individuals involved with ARC must all sign to agree to uphold the Safeguarding Code of Conduct.

### **Training**

Instructors, coaches, staff and volunteers working with children must undertake the BEF approved safeguarding training (or recognised equivalent) course within the last 3 years. Refresher training must be completed every three years.

**Criminal Records Check**

Coaches who teach/coach under 18s, staff and volunteers working individually with children at Aberdeen Riding Club must hold a current PVG certificate through Disclosure Scotland. Certificates must be renewed every three years.

**Details of Safeguarding Officer:**

Sally McCarthy

Aberdeen Riding Club, Nether Anguston Farm, Peterculter, Aberdeen. AB140PN

01224733111