

## **Suffolk Riding Club:**

### **Safeguarding Children, Young People and Vulnerable Adults Policy**

This policy is our club policy to support those of our national affiliated society, British Riding Clubs (part of the British Horse Society) to fulfil our statutory responsibilities.

This policy will enable Suffolk Riding Club to demonstrate its commitment to keeping adults who may be at risk and children and young people when they are attending events or using facilities provided by Suffolk Riding Club safe from abuse and neglect.

#### **Definitions: -**

- This includes children (“Anyone who has not yet reached their 18th birthday”. Children Act 1989) either accompanied by parents/ carers/ adults or unaccompanied.
- And adults at risk (Any individual over the age of 18 who “Has needs for care and support, is unable to protect themselves from either the risk of or the experience of abuse or neglect”. Community Care Act 2014.)

The aims of the Suffolk Riding Club Safeguarding Policy are:

- To ensure robust safeguarding arrangements and procedures are in operation to provide children, young persons and vulnerable adults with appropriate safety and protection, 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 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.
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- To ensure appropriate action is taken in the event of incidents/concern of abuse and support 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.
- 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 BHS codes of conduct produced for instructors, coaches, parents/guardians/carers, junior members and volunteers.

## **Designated Safeguarding Lead (DSL)**

The person nominated as lead is Margaret Walton, Approved Instructor, registered with the British Horse Society and Vice Chairperson of Suffolk Riding Club or in their absence the Chairperson of Suffolk Riding Club.

## **Related Policies**

The Safeguarding Policy will need to be read in conjunction with the following Suffolk Riding Club policies: Equality, Diversity and Inclusion, Data Protection, Complaints Policy and any others deemed appropriate.

## **Responding to Abuse or an Allegation**

If a child/vulnerable adult makes an allegation or disclosure of abuse, it is important that you:

- Stay calm and listen carefully
- Do not show shock or disbelief
- Accept what is being said;
- Allow the child/adult at risk to talk freely – do not interrupt or suggest words.
- Ask questions to ensure you gather the full facts. Do not investigate or ask leading or probing questions.
- Reassure the child/vulnerable adult, but do not make promises which it might not be possible to keep.
- Do not promise confidentiality.
- Emphasise that it was the right thing to tell someone.
- Reassure them that what has happened is not their fault.
- Do not criticise the perpetrator.
- Explain what has to be done next and who has to be told.
- Make a written record using the adult at risk or child's own words This should be signed and include the time, date and your position.
- Dial 999 if the person is in immediate danger.
- It is not your role to express an opinion as it is factual information that is needed at this stage.
- Pass the information to the DSL without delay.
- Consider seeking support for yourself and discuss this with the DSL as dealing with a disclosure can be distressing.

## **Data Protection Policy**

Suffolk Riding Club has a Data Protection Policy. However, the duty of care that the Riding Club has to children and adults at risk overrides the DPP when there is a safeguarding concern or disclosure.

**Types of Abuse**

There are four main types of abuse: physical abuse, emotional abuse, sexual abuse and neglect. It is important to note that self-neglect is part of neglect.

**Allegations Made Against a Committee member, Volunteer, Instructor or Coach.**

This should be reported to the Designated Safeguarding Lead or in their absence the Chairperson.

**Making a Referral**

**If a child or adult at risk is in immediate danger, please dial 999.**