

HORNING SAILING CLUB

VULNERABLE ADULTS POLICY

Introduction

In the context of this document 'vulnerable adult' includes any person with learning disabilities, or who has difficulty communicating, or who relies upon others to provide personal care.

The Policy

It is the policy of HSC to safeguard Vulnerable Adults who take part in our boating and social activities from physical, sexual or emotional harm. HSC will take all reasonable steps to ensure that, through appropriate procedures and training, vulnerable adults who participate in our activities do so in a safe environment. We recognise safety and welfare of the vulnerable adults is paramount and that all such members, whatever their age, gender, disability, culture, ethnic origin, colour, religion or belief, social status or sexual identity, have the right to protection from abuse. It is preferred that when a vulnerable adult attends the club that their legal guardian or carer is present during the activities.

We will:

- 1 Treat all persons with respect and celebrate their achievements.
- 2 Respond swiftly and appropriately to all complaints and concerns about poor practice or suspected or actual abuse.
- 3 Consult the RYA Adult Protection Co-ordinator with all relevant concerns, allegations, complaints and outcomes.
- 4 Keep this document and best practice under review.
- 5 Recognise that safeguarding vulnerable adults is the responsibility of everyone, not just those who work with them.
- 6 Ensure that HSC-organised events run to the highest possible safety standards.

This policy relates to all volunteers who work with vulnerable adults in the course of their HSC activities. All relevant concerns, allegations, complaints and their outcome should be notified to the HSC Welfare Officer.

The Designated Person

The Welfare Officer will be appointed by the Committee and act as the point of contact to receive information, safely and securely record that information, and act upon it.

The HSC Welfare Officer will:

- 1 Obtain vulnerable adult protection awareness training.
2. Keep this policy and the procedures up to date.
- 3 Liaise with the RYA to ensure the policy and procedures meet their standards.
- 4 Publish this Policy and Procedures and make a copy publicly available for reference.
- 5 Ensure members are aware of the procedures and who to contact.
- 6 Deal efficiently with all allegations and issues arising.
- 7 Advise the Management Committee on adult protection issues.
- 8 Maintain contact details for the RYA, Social Services and the Police.
- 9 Decide on the appropriate action to be taken in line with procedures and in conjunction with the Commodore/Vice Commodore.
- 10 Keep the RYA informed of allegations, concerns and resolutions.

Volunteers should:

1. Be aware of the skills, experience and the qualities we are looking for so they understand what is expected of them.
2. Be made aware of the Vulnerable Adult Policy, and informed that the full policy is available for inspection.
3. Competent in their role.
4. May be asked to provide information about their past career or relevant experience, if appropriate.