

## HAMPTON COURT CHALLENGE

### WELFARE PLAN

The Event Committee of the Hampton Court Challenge is fully committed to safeguarding the well-being of all event participants. Everyone involved in the event should show respect and understanding for the rights, safety and welfare of others, and conduct themselves in a way that reflects the principles of the Club.

We believe that the welfare and wellbeing of all children is paramount. All children, regardless of age, disability, gender, race, religion or belief, have equal rights to safety and protection. As with children and young people, all adults have the right to live free from abuse or neglect. All suspicions, concerns and allegations of harm will be taken seriously and responded to swiftly and appropriately

We believe that taking part in canoeing should be a positive and enjoyable part for everyone and to achieve this have introduced the following procedures.

1. Coaches, competitors, volunteers and supporters follow the Event Codes of Conduct.
2. All Club coaches, helpers and officials must adhere to Paddle UK (PUK) Safeguarding Children and Safeguarding Adults Policies. Royal Canoe Club Outrigger (RCCO) will follow the guidance of these policies in the event of any concerns or allegations.
3. An Event Welfare Officer will be appointed who has undergone suitable training. They will act as the point of contact for any concerns or allegations. Their contact number will be displayed throughout the duration of the event. Any concern should be reported to the Event Welfare Officer who will follow the PUK reporting procedures.
4. The Event Organiser will request a medical declaration from all competitors so appropriate support can be provided if required.
5. All competitors in the event may be photographed by amateurs or professionals, and these photographs may be used for publicity purposes. The event organisers cannot prevent this, as the river banks and Kingston Road Bridge is open to the public. Officials and competitors **must** be aware of this and **should not** enter if this is of concern.
6. Any competitor under the age of 18 will be considered a child at the event. The club is responsible for notifying the organisers of any children in their crew and for following the Safeguarding guidelines of their club and the event. The club should ensure that they have details of any medical needs/allergies that the child may have and have sufficient medication if needed. They should also have emergency contact details for parents/carers and have an identified person acting in "loco parentis" if the parents/carers are not at the event.
7. Crew captains are responsible for ensuring their paddlers are sufficiently competent to race in the conditions.
8. Missing participants – details for procedures on the water are included in the Event Safety Plan. In the event that a child is missing on site for over 30 minutes then the Welfare Officer should be notified who will contact the police.

**Contact details:**

**For immediate confidential advice (24hr Helplines) contact:**

NSPCC 0800 800 5000 [www.nspcc.org.uk](http://www.nspcc.org.uk).

Childline 0800 1111 [www.childline.org.uk](http://www.childline.org.uk)

Event Welfare Officer: Sue Hornby Mobile 07889 731915

Paddle UK Safeguarding Lead: Susan Hicks 0115 8655354

Police – 999 for urgent concerns - 101 for non-urgent queries

<b>Welfare Plan Check List</b>	
<b>Issue</b>	<b>Action / where information can be found</b>
Event Welfare Officer Appointed	Event Organiser to screen and appoint Event Welfare Officer to have Safeguarding training
Contact details of relevant volunteers	Welfare Plan Notice on premises Included in Competitor Information
Codes of Conduct – participants	Competitor information Safety Briefing
Codes of Conduct - volunteers	Volunteer Briefing Volunteer Code of Conduct
Reporting	Welfare Plan – follow PUK guidance
Health and Safety	Safety Plan and Risk Assessment
Risk Assessment	Risk Assessment
Location of first aid, etc	Competitor information Safety Plan
Time table	Competitor information Event Website
Insurance	All participants covered by PUK, GBO, or PUK Affiliated Club Insurance cover
Complaints/disciplinary procedure	Competitor Information
Security	Competitor Information Safety Briefing
Guidance for disabled athletes	Competitor Information Safety Briefing
Medical Provision	First aid detailed in Safety Plan together with local hospital information