

## **Marazion Angling Club**

### **Responding and Reporting a Safeguarding Concern - Process and Procedure**

We want everyone to feel safe and valued when they are fishing, so safeguarding of our members while they are involved with club activities is very important to us. It's vital that any concerns about the safety of junior or vulnerable adult members are reported to the club through our Welfare Officer to ensure that steps are taken to solve any issues. So, what do you do if you witness an incident that involves bullying, abuse, violence or anything that you find concerning? Or if you are approached by a young person or an adult at risk who confides in you about alleged abuse?

In either instance, doing NOTHING is not an option. It is not your job to investigate the disclosure that has been made or the incident that you have witnessed, but you do have a responsibility to respond and report appropriately. In the event of a young person or adult at risk putting their trust in you, you need to understand how hard it has been for them to tell you and give them confidence that you take it seriously and know what to do next. Concerns raised by a third party also need to be recorded and reported.

Try to:

- Remain calm.
- Listen carefully and don't interrupt.
- Explain early that you can't keep the details to yourself and that others are there to help.
- Allow them to continue at their own pace.
- Don't ask leading questions. Tell me, Explain, Demonstrate. (TED)
- Reassure them they are not to blame, and they have done nothing wrong.
- Try to protect evidence, photos of injuries, clothing, etc. and take written notes. Make sure you record date, time and as much detail as you can. Keep it locked away.
- Contact the Welfare Officer (details below) at the first opportunity who will record the details in writing on an Angling Trust incident reporting form and share it with the Angling Trust's Lead Safeguarding Officer.

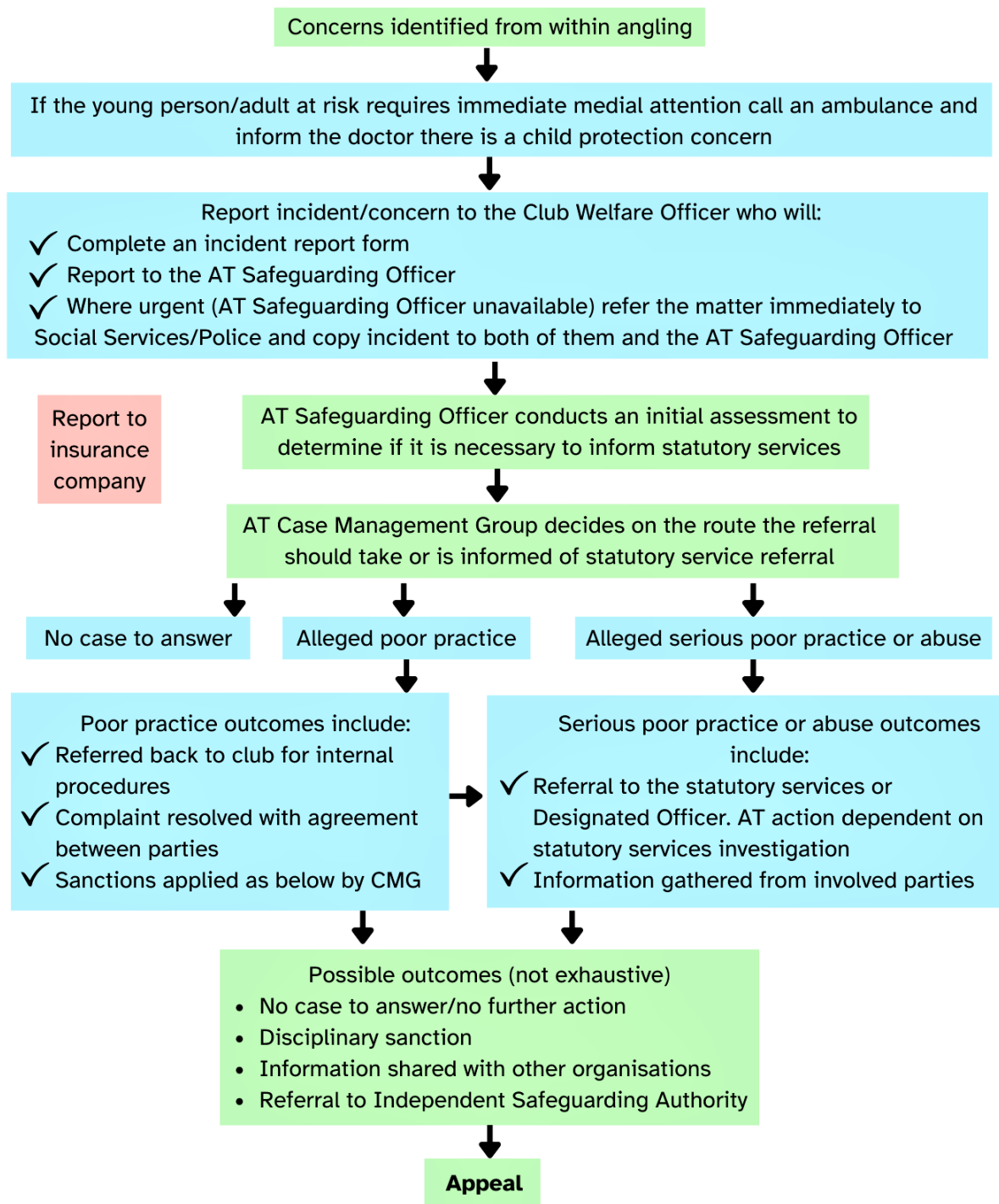
Do Not:

- Panic, show alarm or shock.
- Ask questions that lead. Just questions for clarification.
- Speculate, make assumptions or judgements.
- Make promises or keep secrets.
- Make comments about the alleged abuser.
- Share it with other people other than officers that can know.
- Delay in reporting it.
- Keep it to yourself.

If you are unable to contact the welfare officer, then contact the Angling Trust Safeguarding lead (email addresses below). If you feel that the person is in immediate danger or in need of medical treatment dial 999.

**Recognise   Respond   Record   Report**

## Process for Reporting Concerns



### Useful Contacts:

MAC Welfare Officer: Michael Rodway  
 michaelrodway@me.com  
 07923665103

### Angling Trust Safeguarding Officers:

Lead Safeguarding Officer:  
[Richard.hadley@anglingtrust.net](mailto:Richard.hadley@anglingtrust.net)  
 Deputy Safeguarding Officer:  
[Darren.birch@anglingtrust.net](mailto:Darren.birch@anglingtrust.net)

## Safeguarding Young People Policy

The aim of this policy is to promote good practice by ensuring that all Club members:

- Are fully aware of their responsibilities about child protection.
- Safeguard and promote the interests and wellbeing of young people with whom they are working.
- Respond appropriately to concerns.
- Take all reasonable and practical steps to protect young people from harm, discrimination, or degrading treatment.
- Respect and promote young people's rights, wishes and feelings.
- Make informed and confident responses to child protection issues.

This Safeguarding Young People Policy will:

- Offer safeguards to young people, coaches, staff, and volunteers.
- Help to maintain high standards of professionalism and practice at all levels of the sport.

### **Our Policy (what we'll do)**

We will:

- ✓ Value, listen to and respect young people.
- ✓ Adopt the Angling Trust's safeguarding best practices through policies, procedures, and codes of conduct for all members and volunteers.
- ✓ Ensure everyone understands their roles and responsibilities in safeguarding by appropriate learning opportunities to recognise, identify and respond to safeguarding concerns involving young people confidently and competently.
- ✓ Ensure appropriate action is taken in the event of an incident or concern and provide support for the individual or individuals involved.
- ✓ Ensure confidential, detailed, and accurate records are maintained and securely stored.
- ✓ Prevent the employment or deployment of unsuitable persons by ensuring all necessary checks are robustly carried out.
- ✓ Ensure young people and parents have easy to understand up to date information so that they can know where to go for help or support.
- ✓ Review and adapt policies and procedures as required.

The term "young people" applies to persons who are under the age of 18 years.

Further supporting policies, procedures and guidance can be found at [www.anglingtrust.net/safeguarding/policies](http://www.anglingtrust.net/safeguarding/policies)

Signed: *Mark Carney* Print name: Mark Carney (Interim Safeguarding & Welfare Officer) Date: 12 Dec 2023

## Safeguarding Adults at Risk Policy

The aim of this policy is to promote good practice by ensuring that all Club members:

- Are fully aware of their responsibilities around safeguarding adults at risk.
- Safeguard and promote the interests and wellbeing of adults at risk with whom they are working.
- Respond appropriately to concerns.
- Take all reasonable and practical steps to protect adults at risk from harm, discrimination, or degrading treatment.
- Respect and promote the rights, wishes and feelings of adults at risk.
- Make informed and confident responses to protection issues.

This Safeguarding Adults at Risk Policy will:

- Offer safeguards to members, coaches, staff, and volunteers.
- Help to maintain high standards of professionalism and practice at all levels of the sport.

### **Our Policy (what we'll do)**

We will:

- ✓ Value, listen to and respect adults at risk.
- ✓ Promote and prioritise adults at risk.
- ✓ Adopt the Angling Trust's safeguarding best practices through policies, procedures, and codes of conduct for all staff and volunteers.
- ✓ Ensure everyone understands their roles and responsibilities in safeguarding by appropriate learning opportunities to recognise, identify and respond to safeguarding concerns involving adults at risk confidently and competently.
- ✓ Ensure appropriate action is taken in the event of an incident or concern and provide support for the individual or individuals involved.
- ✓ Ensure confidential, detailed, and accurate records are maintained and securely stored.
- ✓ Prevent the employment or deployment of unsuitable persons by ensuring all necessary checks are robustly carried out.
- ✓ Ensure everyone has easy to understand up to date information so that they can know where to go for help or support.
- ✓ Review and adapt policies and procedures as required.

The term 'adult at risk' applies to someone who is over 18 years and is at risk of abuse or neglect because of their needs for care or support.

The policy and appropriate procedures will be widely promoted.

Further supporting policies, procedures and guidance can be found at

[www.anglingtrust.net/safeguarding/policies/](http://www.anglingtrust.net/safeguarding/policies/)

Signed: *Mark Carney* Print name: Mark Carney – Interim Safeguarding and Welfare Officer

Date: 12th Dec 2023