

# Worcestershire Youth Sailing Association

## 2023 SAFEGUARDING CODE OF CONDUCT



It is the policy of WYSA that all sailors, parents, volunteers and staff show respect and understanding for each other, treat everyone equally within the context of the sport and conduct themselves in a way that reflects the principles of sailing and canoeing. The aim is for all youngsters to enjoy their sport and to improve performance. Abusive language, swearing, intimidation, aggressive behaviour or lack of respect for others and their property will not be tolerated and may lead to disciplinary action.

If you are concerned that someone is not following the WYSA Code of Conduct, you should inform the WYSA Welfare Officer for Safeguarding or the person in charge of the activity. Sailors not following the WYSA Code of Conduct may be asked to leave the water or session or excluded from future events. No refund for fees already paid will be made under these circumstances.

### SAILORS

- Respect all sailors, parents, volunteers, staff and members of the public.
- Wear a buoyancy aid at all times when you are on or near to the water.
- Listen to and accept what you are asked to do to improve your performance and keep you safe.
- Abide by the RYA rules and sail fairly.
- Do your best at all times.
- Never bully others either in person, by phone, by text, email or online.
- Take care of all property belonging to you, other sailors, WYSA and Aztec Upton Warren.
- If sailors have a medical condition that requires the use of inhaler or epi-pen, they must have it with them at all times when they are attending a WYSA session at Aztec Upton Warren, or if an event away from home, give it to the team manager at the beginning of the event.
- Do not leave items of value in changing rooms.
- During the WYSA session time, do not leave the designated meeting area without permission of the group leader.
- If a boat is damaged, yours or somebody else's, inform your instructor at the end of the session or race.
- Smoking, recreational drugs and alcohol are strictly forbidden at all WYSA and NSSA events.

### PARENTS

- Respect all sailors, parents, volunteers, staff and members of the public.
- Wear a buoyancy aid at all times when you are on or near to the water.
- Support your youngster's involvement and help them enjoy their sailing.
- Help your youngster to recognise good performance, not just results.
- Never force your youngster to take part in sailing.
- Never punish or belittle your youngster for losing or making mistakes.
- Encourage and guide your youngster to accept responsibility for his or her own conduct and performance.
- Respect and support volunteers' and instructors' decisions and actions.
- Accept volunteers' judgements and recognise good performance by all sailors.
- Use established procedures where there is a genuine concern or dispute.
- Ensure that your youngster wears suitable clothing and has appropriate food and drink.
- Provide full medical information, include medication being taken on the booking form for each event, and if medical information changes, give updated information to the instructor and WYSA Secretary.
- Provide contact details and be available when required on the booking form for each event, and if contact details change, give updated contact details to the instructor and WYSA Secretary.
- Take responsibility for your youngster's safety and conduct in and around the clubhouse or event venue.
- Meet deadlines for booking and payment for participation in events. Failure to meet deadlines will result in sailors being unable to take part in events.

### VOLUNTEERS, INSTRUCTORS AND COACHES

- Respect all sailors, parents, volunteers, staff and members of the public.
- Wear a buoyancy aid at all times when you are on or near to the water.
- Consider the welfare and safety of sailors before the development of performance.
- Encourage sailors to value their performance and not just results.
- Promote fair play and never condone cheating.
- Ensure that all activities are appropriate to the age, ability and experience of those taking part.
- Build relationships based on mutual trust and respect.

- Avoid unnecessary physical contact with young people.
- Be an excellent role model and display consistently high standards of behaviour and appearance.
- Do not drink alcohol or smoke when working with young people.
- Communicate clearly with parents and sailors.
- Be aware of any relevant medical information.
- Follow RYA and club and class guidelines and policies.
- RYA Instructors/Coaches must comply with the RYA Instructor Code of Conduct or RYA Coach Code of Ethics and Conduct.

## **WYSA SESSION BOOKING CONDITIONS**

Sessions will be delivered by WYSA at Aztec Upton Warren in accordance with RYA training centre guidance, and staffed by appropriately qualified and experienced RYA instructors.

- WYSA reserve the right, at all times, to cancel bookings at our discretion.
- All sailors must be aged 18 or under, wear a buoyancy aid at all times when on or near water and be confident in the water.
- All sailors must be accompanied by a parent or guardian at the beginning and end of the session. Parents or guardians must also be contactable for the duration of the session.
- Neither WYSA nor any of its volunteers or agents shall be liable in any way whatsoever in respect of loss or damage to property.
- All bookings are accepted on the understanding that any instructions or directions given by any volunteer or member of staff are to be observed. Sailors are asked to respect the equipment provided; compensation will be sought from anyone deliberately causing damage to equipment.
- WYSA reserves the right at all times to refuse or restrict the use of facilities. The right is also reserved to evict anyone who refuses to comply with the conditions as stipulated, or who behaves inappropriately or, in any way, causes damage or annoyance to any other persons.
- Sailors should wear suitable clothing and footwear when going on a boat. Suitable footwear means flat soft-soled shoes or trainers. Please bring a change of clothing, as sailing can be wet.

## **CONDITIONS OF USE OF PHOTOGRAPHY OR VIDEO**

In accordance with the WYSA Safeguarding Policy, WYSA will not arrange for photographs, video or other images of young people to be taken or published without the consent of parents/guardians on the WYSA booking form for each event. We will abide by the Conditions of Use below. If you have any concerns about the way images are being used, you should inform the WYSA Welfare Officer for Safeguarding.

- We will normally only identify a youngster by reference to his or hers first name.
- We will not use personal details or full names (ie first name and surname) of any youngster to accompany a photographic image on video, on our website, or any other electronic or printed publications without good reason. "Good reason" includes using the full name of a youngster in a newsletter to WYSA members if the youngster has won a trophy or award.
- We will not include personal email or postal addresses, telephone or mobile numbers on video, on our website, or in other electronic or printed publications.
- We may use group photographs or video with very general labels, such as "Racing Team".
- We will only use images of youngsters who are suitably dressed, to reduce the risk of such images being used inappropriately.
- Photographs or video may be used for coaching purposes or by officials during competition to illustrate incidents on the water.
- Commercial sale of any form of media will be limited to the organisers or their official photographers.

January 2023

To be reviewed in December 2023