

# Worcestershire Youth Sailing Association

## 2024 Safeguarding Volunteer Good Practice Guide



### Handout for Instructors, Coaches and Volunteers

This guide only covers the essential points of good practice when working with youngsters. You should also read WYSA's Safeguarding Policy and Procedures which are available for reference at all times.

- Avoid spending any significant time working with youngsters in isolation.
- Do not take youngsters alone in a car, however short the journey.
- Do not take youngsters to your home as part of WYSA activity.
- Where any of these are unavoidable, ensure that they only occur with the full knowledge and consent of someone in charge of WYSA and/or the youngster's parents.
- Design training programmes that are within the ability of the individual youngster.
- If a youngster is having difficulty with a wetsuit or buoyancy aid, ask them to ask a friend to help if at all possible.
- If you do have to help a youngster, make sure you are in full view of others, preferably another adult.

You should never:

- Engage in rough, physical or sexually provocative games.
- Allow or engage in inappropriate touching of any form.
- Allow youngsters to use inappropriate language unchallenged, or use such language yourself when with youngsters.
- Make sexually suggestive comments to a youngster, even in fun.
- Fail to respond to an allegation made by a youngster; always act.
- Do things of a personal nature that youngsters can do for themselves.

It may sometimes be necessary to do things of a personal nature for youngsters, particularly if they are very young or disabled. These tasks should only be carried out with the full understanding and consent of the youngster (where possible) and their parents/carers. In an emergency situation which requires this type of help, parents should be fully informed. In such situations it is important to ensure that any adult present is sensitive to the youngster and undertakes personal care tasks with the utmost discretion.

March 2024

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