

CLAY PIGEON KART CLUB Safeguarding Procedure

Introduction

The purpose of the Clay Pigeon Kart Club Safeguarding Children procedure is to provide information to all club members, staff, volunteers, and parents/guardians on the actions that Clay Pigeon Kart Club will take to keep people safe from harm.

Everyone has a role to play in safeguarding, this includes our Club Committee, Club Safeguarding Officer(s), Staff, Club members, Participants, Volunteers and Spectators.

This document provides advice and guidance on recognising abuse, responding to allegations of abuse, and reporting safeguarding concerns appropriately and proportionately.

This procedure should be read in conjunction with Motorsport UK's Safeguarding Policies and Procedures.

Recognising Abuse

Abuse and neglect can occur anywhere; at home, at school, or at a sporting event - we need to be aware of this so that we can spot the signs and take appropriate steps to protect people from further harm.

Abuse, neglect and harm can occur in a number of different ways:

Children and Young People can be at risk of:	Adults can be at risk of:
• Physical Abuse • Emotional Abuse • Sexual Abuse • Neglect • Domestic Abuse • Bullying & cyber-bullying • Poor practice • Breaches of the Race with Respect code of conduct They can be harmed by: • People in a position of trust • Peers • Family members • Strangers (e.g. online)	• Physical Abuse • Emotional Abuse • Sexual Abuse • Neglect • Self-neglect • Domestic Abuse • Financial Abuse • Discriminatory Abuse • Institutional Abuse • Modern Slavery They can be harmed by: • People in a position of trust • Peers / colleagues • Family members • Strangers (e.g. online)

Further information on types and indicators of abuse that affect children and young people can be found here	Further information on types and indicators of abuse that affect children and young people can be found here
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Clay Pigeon Kart Club recognises that anyone can be at risk of abuse, neglect or harm and have a duty of care to all of our members. We also recognise that some people may be at increased risk, this includes:

- Children and young people and the elderly
- Anyone, regardless of age who is isolated, lonely or does not have a support network around them,
- Anyone regardless of age who has a disability or health condition that makes them more reliant on others for support. .

Further information on the types of abuse, the indicators to look and those at increased risk can be found in the Motorsport UK Safeguarding Procedure's.

Responding to and managing concerns

This next section of the procedure details how Clay Pigeon Kart Club can best respond to any allegations of abuse, neglect or harm which we are made aware of. It is never an option to do nothing if you become aware of a concern to someone's safety. It is of the utmost importance that our response to an allegation is reassuring, appropriate, and accurate and does not put the person concerned at increased risk.

If you are made aware about concerning behaviors or actions of others:

DO	DO NOT
• Allow them to speak freely • Remain calm • Listen • Provide reassurance • Recognise their courage in speaking up • Check your understanding of the situation • Ask about their immediate safety • Explain what will happen next	• Make judgements • Ask lots of questions • Promise confidentiality • Dismiss, deny or minimise their concerns • Over-react • Be led by your own feelings • Challenge or confront the alleged perpetrator

As soon as it is appropriate to do so, make a record of the conversation. Record the date, time and location of the conversation and write down the words and phrases used by the person.

Reporting

If you are worried that someone is at risk of harm this must be reported to the Club Safeguarding Officer (CSO). Clay Pigeon Kart Club CSO is the first point of contact and will be contactable at every club event.

If you believe someone is at immediate risk of harm, contact emergency services.

The CSO will follow the appropriate reporting procedure depending on the type of incident reported to them as outlined in the Motorsport UK Safeguarding Procedures (see appendix).

The CSO will take appropriate actions which may include:

- Making enquiries and keeping a local record,
- Seeking advice from the Motorsport UK Safeguarding Team,
- Liaising with statutory partners,
- Maintaining accurate records.

Further information on the reporting procedures can be found in the Motorsport UK Safeguarding Procedure.

If you cannot contact the CSO or it is not appropriate to do so, reports can also be made directly to the Motorsport UK safeguarding team by emailing safeguarding@motorsportuk.org or by completing the form at www.motorsportuk.org/the-sport/safeguarding/sharing-a-concern/

Contact Information

Clay Pigeon Kart Club Safeguarding Officer

Name: Terri Adams

Email: comp_sec@claypigeonkartclub.com

Telephone: 07359910319 (after 6 pm)

Dorset Council Local Authority Designated Officer

Name: Dorset LADO

Email: lado@dorsetcouncil.gov.uk

Telephone: 01305 221122

The Motorsport UK Safeguarding Team

Email: safeguarding@motorsportuk.org

Telephone: 01753 765056

Appendix 1 – Reporting routes

Recognise:	Breach of Race with Respect Peer-on-peer abuse Poor Practice	Concern about welfare outside of motorsport	Any allegation which meets the safeguarding threshold ¹
Report to:	CSO	CSO, Local Authority of NSPCC Helpline	CSO or Motorsport UK Safeguarding Team
The CSO will:	1. Obtain a record of the incident, the people involved and any actions taken. 2. Notify Motorsport UK if an immediate suspension is required while investigations take place. 3. Obtain statements from the parties involved 4. Seek to understand any mitigating or aggravating factors. 5. Provide a report to the Motorsport UK Incident Triage Panel with recommended outcomes.	EITHER: 1. Refer to the Motorsport UK Safeguarding Team OR: 2. Report directly to the Local Authority Safeguarding Team where the child lives with support/advice from the Motorsport UK safeguarding team if required.	Report this to Motorsport UK Safeguarding Team using the Referral form on the website

¹ As detailed in the Motorsport UK Safeguarding Case Investigation Procedure