



## **2011 World Rowing Junior Championships**

### **Welfare Plan**

#### **Policy statement**

The Organising Committee of the 2011 World Rowing Junior Championships recognise their Duty of Care to ensure that all reasonable steps are taken to provide a safe environment for all those attending the regatta in whatever capacity.

The committee believe that the welfare and well-being of all children attending the regatta whether as competitors or as spectators, is paramount. All children, regardless of age, gender, ethnicity, religion or ability, have equal rights to safety and protection. All suspicions, concerns and allegations of harm will be taken seriously and responded to swiftly and appropriately.

The Chairman will appoint an Event Welfare Officer and he/she will act as the first point of contact for any concerns or allegations. Their contact number will be posted on the website, included in the Team Managers' Manual and he/she can be contacted via the Information Centre during the event.

#### **Responsibility of Federations and Team Managers**

The Team Manager is responsible for the welfare, safety and appropriate supervision of his/her Rowers and is expected to know the whereabouts of his/her Rowers at all times during the Regatta.

The World Rowing Junior Championships expects Federations to have their own up-to-date child protection and welfare policies and that these are implemented.

#### **Responsibilities of the World Rowing Junior Championships Committee**

##### Security

Security at the regatta is organised by the World Rowing Junior Championships committee. Access to the athletes' area will be restricted to team members and officials who have accreditation. Stewards will control access at every entry point.

Stewards, all volunteers and staff must be vigilant and report anything suspicious such as someone taking photos in the changing area, someone unknown to crews

hanging around or tampering with equipment. The procedures for reporting any suspicious behaviour have been highlighted to the key staff at the centre

### Safeguarding and Child Protection

The organisation of the World Rowing Junior Championships depends upon the help and goodwill of a large number of volunteers. Volunteers who may have substantial, unsupervised access to children are listed below. These volunteers will be asked to provide the date and number of their enhanced disclosure from the Criminal Records Bureau. Where no such disclosure exists, the Committee will ensure that one is obtained, either directly via British Rowing, or through The London Organising Committee of the Olympic Games and Paralympic Games where they are the responsible organisation.

- ❖ Members of the First Aid providers.
- ❖ The Regatta Doctor and his / her medical team (LOCOG)
- ❖ The Event Welfare Officer

Dorney Lake employees do not have substantial unsupervised access to children. However, it is expected that they will have had some child protection training and will be given a copy of the Event Welfare Plan.

### Medical provision

Medical provision will be provided during the opening hours of the venue. The medical centres for Rowers and spectators / volunteers are shown on the course map included in the Team Managers' Manual and on the venue display boards.

Outside of this time, please use the contact numbers included in the Welfare Plan, Team Managers' Manual and on the display boards at the venue and the Rowers accommodation. **In case of an emergency, you can always telephone 999.**

### Photography and publicity

The Committee recognise that at a sports event such as the World Rowing Junior Championships many parents and other supporters will wish to take photographs and all participants and International Federations should be aware of this. Photography and media coverage by commercial organisations is by prior approval of the Committee.

All professional photographers and journalists will be asked to display a badge to the effect that they are permitted to take photographs and conduct interviews. They are expected to follow British Rowing Safeguarding Protecting Children Guidance document 5.1 (displayed in the media and information centres) All interviews with

the Rowers must be arranged with the Team Managers to ensure they have the opportunity to be present during the interview.

## **WELFARE PLAN**

The committee will take the following action:

1. Appoint an Event Welfare Officer (EWO). He/she shall have undertaken appropriate recognised training and will have an appreciation of inter-agency procedures.
2. Agree which commercial photographer(s) will be permitted to photograph competitors and ensure they have appropriate accreditation
3. Confirm the precise arrangements for Committee members' areas of responsibility.
4. Confirm wording for the notice about child protection/safeguarding at the Regatta for posting in the Boating Area and for the information to be published in the programme.
5. Confirm that first aid providers the Regatta Doctor and other medical staff provided by the Organising Committee have appropriate Criminal Record Bureau enhanced disclosure certificates.

## **Procedures for specific incidents**

### Missing persons

Any young person who goes missing should be reported to the nearest volunteer. The volunteer should ascertain the time and place where the person was last seen and a physical description of the individual. This must be reported immediately to Control - who will inform all Stewards to monitor all entry and exit points - and the EWO who will decide on the appropriate course of action. If the individual is not located within 20 minutes the police will be informed.

SEE APPENDIX 2 FOR REPORTING STRUCTURE

### Alcohol

There will be a zero tolerance to alcohol consumption in the boathouse / secure area. No Rower will be permitted to purchase alcoholic drinks at the catering outlets at the venue. All bars will operate a 21 year old age limit for serving alcoholic drinks. Any individual who is unable to provide identification to prove their age will only be served non-alcoholic drinks.

The Team Manager will be informed immediately if a Rower is consuming alcohol during the regatta and his/ her accreditation will be confiscated.

## Smoking

Smoking will not be permitted at the venue, in accordance with FISA policy.

## Concerns regarding the well being of any Rower or young person attending the Championships

What to do if you are concerned that;

- Someone is injured or ill, please contact the medical team or nearest volunteer who will summon assistance immediately and inform the Team Manager or parents
- A Rower is very distressed, contact the EWO who will inform the Team Manager
- A Rower may be harming themselves, contact the EWO who will decide the appropriate action and inform the Team Manager
- A Rower is found drinking alcohol, contact the EWO who will contact the Team Manager

Any concerns regarding the possible well being of a Rower should be reported to the Event Welfare Officer who will decide on the appropriate action (Appendix 1) and concerns will be recorded (Appendix 3)

## Contact numbers

Event Welfare Officer: Linda Lee +44 (0) 77 1453 7515

Athlete Services Function Head, Fiona Dennis +44 (0) 77 1453 7530

## Local contact numbers for reporting serious concerns

Police 0845 8 505 505

Social services +44(0)1628 683150

NSPCC 0808 800 5000

Wexham Park Hospital T: +44 (0) 1753 633000

## **IN AN EMERGENCY CALL 999**

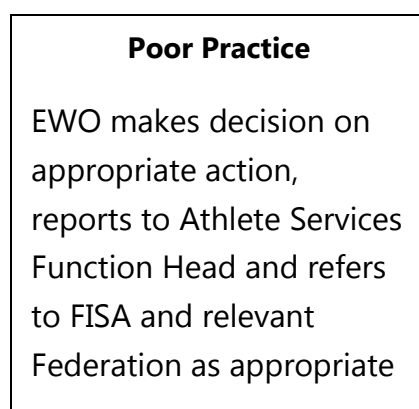
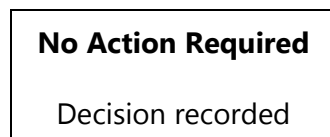
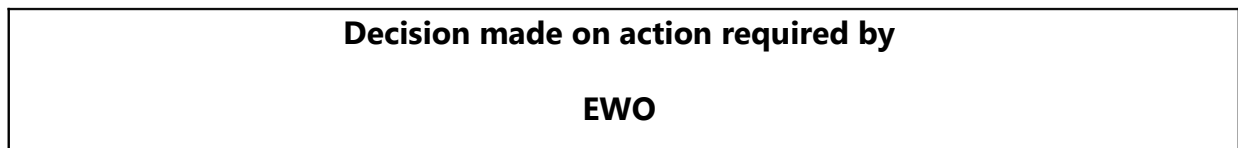
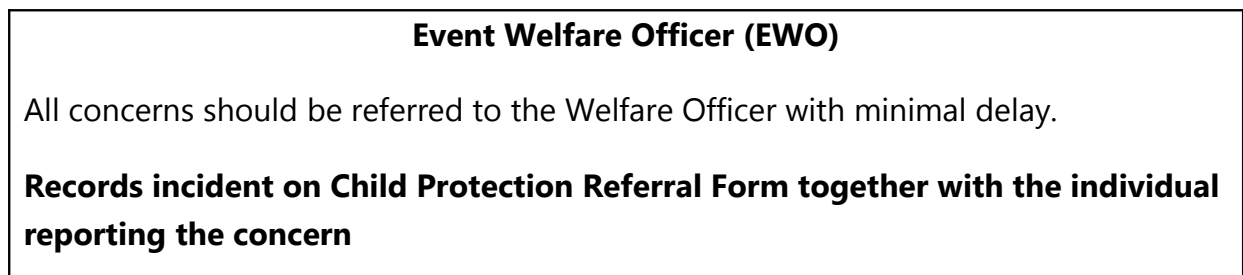
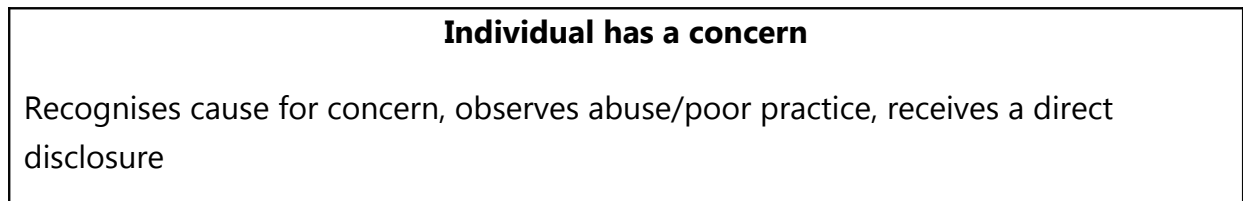
Appendix 1 Reporting Structure for all concerns

Appendix 2 Missing Person Reporting Structure

Appendix 3 Reporting form to be completed for all concerns

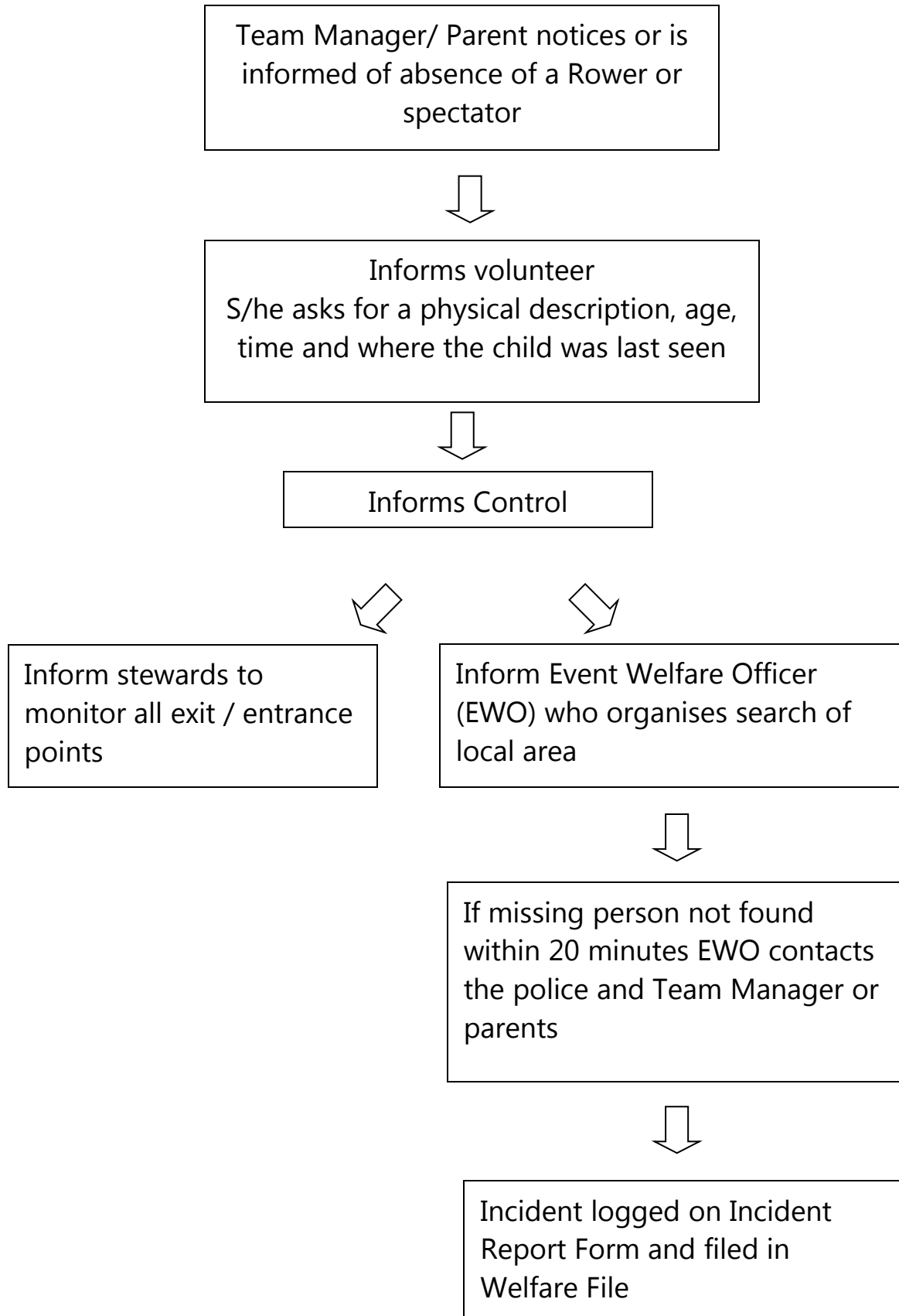
## Appendix 1

## Reporting structure



## Appendix 2

## Missing Person Reporting Structure



## Appendix 3

### Reporting Form

#### Report form for Recording Concerns and

#### Referrals

Please complete as much information as you can. If the incident relates to one child please fill in as below. If it refers to more than one child please give as much information as you can about each child.

Name of person(s) against whom allegations have been made:

.....

Age, or approximate age, if known:.....

Address:.....

.....

Phone number:.....

International Federation (I.F.) if relevant:.....

Child's name: .....

Age/date of birth:.....

Gender: male / female Ethnicity:.....

Name of responsible adult, parent, carer or Team Manager

.....

Address:.....

.....

Phone number:.....

Is child a Rower, member of I.F., volunteer or spectator:.....

**Your details**

Name:.....

Address:.....

.....

Phone number:.....

International Federation: role within I.F., if relevant

.....

Are you reporting your own concerns? **Yes No**

If not please give details of person who has raised concerns:

Brief details of concern or incident:

**For completion by the Welfare Officer**  
**Safeguarding and Protecting Children Guidance**

Have you spoken to the person against whom any allegations have been made? **Yes No**

If so, please detail what has been said:

Have you spoken to the child? **Yes No**

If so, please detail what has been said:

Have you spoken to the parents? **Yes No**

If so, please detail what has been said:

Please detail any action taken to date:

Have the statutory agencies been informed? **Yes No**

If so please give contact details for appropriate person:

Your signature:

Date: