

## Appendix C.

# British Equestrian Vaulting Guidelines and Code of Practice

## CHILD PROTECTION

These guidelines on Safety and Responsibility are not exhaustive but have been written to help provide some knowledge and understanding of 'Safe from Harm' procedures.

The object of the guidelines is to safeguard members of British Equestrian Vaulting from physical, sexual and emotional abuse while participating in vaulting activities.

### *As an adult within vaulting it is expected that you should always:*

- 1 Respect everyone as an individual
- 2 Provide a good example of acceptable behaviour
- 3 Be sensitive to other people's likes and dislikes
- 4 Try to ensure that your actions cannot be misunderstood or cause offence
- 5 Whenever possible plan to have another adult present during vaulting activities
- 6 Remember as a trainer/coach/lunger you are accountable to the children, their parents and the B.E.V.
- 7 Adhere to the rules of British Equestrian Vaulting Ltd.

### *You should NEVER:*

1. Permit abusive behaviour, e.g. bullying, ridiculing or taunting.
2. Have inappropriate physical or verbal contact with vaulters.
3. Jump to conclusions or make assumptions without checking facts.
4. Encourage inappropriate attention seeking behaviour such as crushes etc.
5. Show favouritism to anyone.
6. Make suggestive remarks or actions, even in jest.
7. Deliberately place yourself or your vaulters in a compromising situation.
8. Believe it 'could never happen to me'

### *If you suspect a child is being abused physically, sexually or emotionally:*

#### **Keep Calm**

- 1 DO NOT investigate and do not question.
- 2 DO NOT challenge parents/carers about your concerns.
- 3 Inform your Regional Representative or BEV Child Protection Advisor.
- 4 Record ALL details which support your suspicions, sign and keep up to date.
- 5 Agree with Regional Representative or BEV Child Protection Advisor what action if any, should be taken.

## NEVER AGREE TO KEEP A SECRET

### YOU MUST INFORM OTHERS

If a child talks to you about abuse by someone else, listen carefully to what the child tells you, accept what is said, and:

- 1 Offer immediate support, understanding and reassurance. Tell them 'I believe you' and 'I'm going to help you'.
- 2 Tell Regional Representative or BEV Child Protection Advisor of your concerns. Agree with them what action should be taken.
- 3 Record ALL details which support your suspicions, sign date and keep these.

### CODE OF PRACTICE

1. Ensure both the environment and equipment are safe.
2. Keep emergency contact numbers at hand.
3. Hold a current First Aid Certificate and have a basic first aid kit available and know how to access it.
4. Notify parents/carers of accidents no matter how small and any treatment given. In the event of a serious accident, contact Regional Representative who will notify BEV and instigate insurance procedures and support if required.
5. Try to avoid unnecessary physical contact. If physical contact cannot be avoided then it MUST remain impersonal.
6. Whenever possible try to ensure another adult is present. Do not leave yourself open to abuse.
7. Never photograph children in compromising situations and always have written permission from parents/carers before any photographs are published on Internet sites.
8. Parents should be encouraged and welcomed to visit the club and to meet trainers/coaches etc and to view activities.
9. No mixed accommodation should be permitted at training camps or competitions.
10. Any person over the age of 16 is considered an adult and should be aware of the BEV Child Protection Guidelines

British Equestrian Vaulting Ltd. takes all reasonable steps to ensure that through relevant procedures and training, children and young people taking part in vaulting activities do so in a safe environment.