

## Safeguarding Policy Template [for the use of organisations and clubs which are members of the BEF or affiliated to them]

**This policy should be reviewed and updated annually**

Name of organisation/club:	
This policy was last reviewed on:	
Date of next review:	
Named Safeguarding Officer:	
Contact information:	

### Policy Statement

**[Insert name of organisation]** acknowledges the duty of care to safeguard and promote the welfare of children and young people and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and Member Body and British Equestrian Federation (BEF) requirements.

The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation or socio-economic background, all children:

- have a positive and enjoyable experience of sport at **[the name of the organisation]** in a safe and child centred environment
- are protected from abuse whilst participating in equestrian sports or outside of the activity.

### Policy Aims

As part of our safeguarding policy **[Insert name of organisation]** will:

- promote and prioritise the safety and wellbeing of children and young people
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate education/training to recognise, identify and respond to signs of abuse and other safeguarding concerns relating to children and young people
- ensure that all staff and volunteers working in equestrianism are aware of their responsibility to report concerns to their Safeguarding Officer
- ensure that all suspicions and allegations of abuse and poor practice are taken seriously and responded to swiftly and appropriately
- ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- prevent the employment/deployment of unsuitable individuals
- ensure robust safeguarding arrangements and procedures are in operation
- **[Insert name of organisation]** will work in close partnership with children, young people and parent/guardians to review and implement child protection and safeguarding procedures.

## Responsibilities

- This policy will be available to and adhered to by all members, parents/guardians, staff, volunteers and participants.
- The organisation's Safeguarding Officer has responsibility for responding to any allegations, concerns or child protection incidents, passing information to the Member Body's Lead Safeguarding Officer and/or the BEF's Safeguarding Officer.
- Members, Parents/Guardians, staff, volunteers and participants all have a responsibility to work together with the organisation in implementing procedures.

The policy and procedures will be widely promoted and are mandatory for everyone involved in ***[Insert name of organisation]***. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

## Monitoring

The policy will be reviewed a year after development and then every three years, or in the following circumstances:

- changes in legislation and/or government guidance
- as required by the Local Safeguarding Children Board, UK Sport and/or Home Country Sports Councils and Member Body or BEF
- as a result of any other significant change or event.