



Cardiff Junior Triathlon Club Welfare Policy

Detailed below is the policy on issues relating to welfare and safeguarding of all those involved – staff, coaches, volunteers and members – within the club.

1.0 Policies adopted as of 10.11.2018

1.1 We adopt all policies provided by Anthony Hayes (Manager) at Maindy Leisure Centre, listed below, as they are our training venue and manage membership and payment.

- Flowchart for Addressing Allegations made against/concerns raised about a member of staff
- Flowchart for raising concerns about a child's welfare
- Flowchart for raising concerns about a member of the public's behaviour
- Safeguarding Code of Conduct
- Safeguarding Code of Conduct Supplementary Information
- Safeguarding Policy and Procedure

1.2 We adopt the Safeguarding and Protecting Children Policy from British Triathlon as of 10.11.2018

2.0 Welfare Officer and Contact Details

2.1 A role description for the club's welfare officer is provided in club documentation

2.2 Contact details – name, email and phone number - for welfare officer will be provided on club welcome pack – distributed at point of joining the club and available on the club's website

2.3 Contact details – name and email - for Director of Safeguarding and Child Protection at Welsh Triathlon - will be provided on club welcome pack – distributed at point of joining the club

2.4 Concerns about a child's welfare from staff or coaches may also be made via Maindy Leisure Centre, following the steps detailed in 'Flowchart for Raising Concerns About A Child's Welfare'

3.0 Communication with parents/guardians and young people

3.1 Communication with children will only occur within the training session

3.2 Communication with parents/guardians will be made by social media accounts (Facebook Public Page, Facebook Private Group and Twitter) and Whatsapp Parent and Coaches Group for each separate session

- 3.3 The social media accounts are ran by members of the committee
- 3.4 The Whatsapp Group is made by a coach, and each coach within the session is added as admin, club chairman will be included. Parents will be added by phone number
- 3.5 Communication with parents/guardians will also be made by the club's notice board at Maindy Leisure Centre – updated by the club secretary

4.0 Use of photographic and video graphic material

- 4.1 Consent for photographic evidence will be obtained from parent/guardian when necessary
- 4.2 This will be done via a consent form attached to the Welcome Pack
- 4.3 This consent will apply to photographic evidence taken in training, purposes relating to club promotion and/or race advertisements. This includes in printed and online forms, on social media, in press releases and funding applications
- 4.4 This consent will not relate to racing event – at such events, a separate consent procedure will be detailed for photographic evidence taken at that event

5.0 Guidance for coaches

- 5.1 Coaches must ensure that their relationship with any junior athlete under 18 years of age is professional and appropriate
- 5.2 All coaches agree to the British Triathlon Code of Conduct and Ethics for Coaches when completing their coaching qualification
- 5.3 Coaches should ensure they maintain healthy, positive and professional relationships with all athletes. Coaches and others in positions of authority and trust in relation to athletes aged 16 and 17 years must not engage in sexual relationships with them while that unequal power relationship exists

6.0 Anti-bullying policy

- 6.1 Cardiff Junior Triathlon Club and Welsh Triathlon are committed to providing a safe and enjoyable environment in which all individuals can take part in triathlon, enabling both training and competing to be undertaken in relaxed and secure surroundings

7.0 Other

- 7.1 All coaches will have current DBS check, provided by British Triathlon