

Bowmen of Adel Welfare Statement

This statement has been agreed by the BoA committee for the guidance of members and the discharge of the responsibilities of the Child Protection Officer (CPO) and the Deputy Child Protection Officer (hereafter "the designated officers"). This statement has been drawn up to ensure that the club complies with the GNAS Protection of Children and Vulnerable Adults Policy and in particular the good practice guidance. The GNAS policy will be available for inspection in the clubhouse. Copies of the good practice guidance shall be posted on the notice board.

Article 1. The club expects all members and visitors to co-operate with each other to ensure that shooting can be undertaken in a safe and considerate manner. Members should not act or behave in any way that makes another member or visitor feel unwelcome or reluctant to shoot again at the club.

Article 2. A member who, in the opinion of the field captain (the person in overall charge of shooting on that occasion), a committee member or a designated officer, breaches any part of article 1 will be asked to leave the grounds and may be subject to disciplinary procedures under clause 2.1 of the club constitution.

A member who refuses to leave the grounds in these circumstances will be considered to have committed an act of misconduct.

Article 3. Any member who sees an action or behaviour that might be in breach of article 1 should bring the matter to the attention of the field captain, a committee member or designated officer as soon as possible. The telephone numbers of the designated officers shall be available on the notice board.

Assisting training or coaching

Article 4. Members must follow the instructions of the coach during any organised session. A member providing assistance to another archer must follow the following guidelines:

- Physical contact with the archer should be avoided – clear oral instructions are the preferred method of giving help;
- Where contact is made to guide stance or movements, this should be limited to the head, shoulders, arms and hands only. Always seek the permission of the archer before contact is made and explain what you are going to do
- Never stand behind the archer when guiding their movements.
- Avoid being alone with a child out of view of others.

Photography

Article 5. The taking of photographs as part of a hobby, for historical record or coaching or to publicise the sport and the club is welcomed. Photographers are asked to seek the permission of the field captain or tournament organiser prior to taking any pictures, and to also obtain the permission of the parent or guardian of any child being photographed away from the shooting line. Photographers will be held responsible by the club for the way photographs are used and they should not be made available on the Internet other than the club's site without specific permission of the subject/s of the photograph. At open tournaments all photographers must register and this information kept by the tournament organiser. This information will be disclosed to police on request.

CRB checks

Article 6. The club has a duty of care to ensure the safety of all its members and in particular its junior members. All members in a position of authority in the club must apply for a CRB disclosure certificate. For the purposes of complying with the GNAS policy the following are considered to be in a position of authority:

- The designated officers
- The President, Chairman, Secretary and Coaching Organiser.
- Any member with a current GNAS coaching licence or leaders certificate.

In addition, any member wishing to coach, instruct or otherwise assist junior members of the club must either apply for a certificate when requested to do so by a designated officer or coaching organiser or refrain from such activities.

Article 7. The designated officers, having consulted the Chairman, may require any member of the club to apply for a disclosure certificate where they believe this to be in the interests of the club. They will not be required to give any explanation to the club member other than in general terms.

No information will be disclosed about the clearance or failure to obtain clearance of a member, other than to provide a list of cleared members which shall be kept up to date and posted on the notice board by the CPO.

If a member's application indicates that they should not work with children, the CPO will require the member to give a written undertaking not to have any contact with junior members of the club without the express permission of the parent or guardian

Responsibilities of parents

Article 8. Parents should always ensure that the field captain or coach knows if another adult has temporary responsibility of their child. The club rule is

that no child may be left at the club without a parent or the adult that brought the child to the club. No member has the authority on behalf of the club to accept the responsibility for the care or behaviour of a child other than their own. Parents are encouraged to watch their child taking part in this sport and to take responsibility for first aid for their child.

Responsibilities of the designated officers

Article 9. The designated officers shall:

- Review this statement and articles from time to time.
- Take such actions as they consider reasonable to enforce articles 1-8.
- Give copies of the GNAS good practice guidelines to parents and members coaching or guiding young people.
- Respond to reports of concerns swiftly and appropriately.
- Refer cases to child protection experts to determine whether abuse has occurred.
- Where there are doubts about taking action under this statement or further action, refer to the GNAS policy.

Date 27th April 2004