

CLUBMANS REGISTER LIMITED

Safeguarding Policy

Introduction

CLUBMANS REGISTER LIMITED a company registered at Cardiff with company number 12012052 having its registered office at 7 Bell Yard London WC2A 2JR (“the Club”) a motor racing club Recognised by Motorsport UK, the national governing body (‘ASN’) recognises the moral and statutory responsibility to safeguard and promote the welfare of all our members including our committee, our volunteers, participants and those who attend our events socially.

The Club is committed to providing a safe and welcoming environment where everyone is respected, valued, and supported to participate or volunteer with us.

This policy respects the ASN Safeguarding Children Policy.

Policy Aims

The purpose of this policy is to:

- Demonstrate the Club’s commitment to safeguarding.
- Promote good practice which encourages the development of a safe and positive environment for all.

Policy Principles

- The welfare of our members is paramount. The Club has a role to play in protecting our members from physical, emotional and sexual abuse, from neglect and bullying.
- Everyone, regardless of age, ability, culture, race, language, religious beliefs, sexual or gender identity, have equal protection rights.
- Safeguarding is everybody’s responsibility. All volunteers and club members have a responsibility to respond positively, swiftly and appropriately in response to any concerns, suspicions, or disclosures that may suggest a child or adult is at risk of harm.

Responsibilities

Members of the Club committee will:

- embed this policy and work according to its principles.
- promote and publicise this policy with all members.
- ensure it has a minimum of one Club Safeguarding Officer, licenced by Motorsport UK who is in receipt of an enhanced DBS/PVG check.
- Support the Club Safeguarding Officer in their role.
- Ensure that any services contracted out to other providers consider the paramount requirement to safeguard our members from abuse, neglect or harm.

Members of the Club will:

- act according to the principles of this policy and associated procedure.

The Club Safeguarding Officer will:

- Meet the annual licence requirements set out by Motorsport UK.
- Promote their role to the community.
- Be contactable during all club events.
- Attend training as required by Motorsport UK.
- Embed local safeguarding policies and procedures and work in support of the relevant Local Authority Designated Officer (if required to do so).
- Support the implementation of safer recruitment requirements, ensuring that anyone classed as being in regulated activity with children has appropriate suitability checks completed.

Contacts

Club Safeguarding Officer

Name JAMIE CHAMPKIN

Email: office@motorsportlaw.biz / jamie.champkin@motorsportuk.org

Telephone: 07990 079001

Note: Local Authority Designated Officer cannot be specified for the purposes of this policy because the activities of the Club take place in multiple Local Authority jurisdictions. Therefore, the CSO will refer to and cooperate as required with any relevant LADO.

The Motorsport UK Safeguarding Team

Email: safeguarding@motorsportuk.org

Telephone: 01753 765056

This policy has been approved by the Club on 12 March 2024

CLUBMANS REGISTER LIMITED ('the Club') Safeguarding Procedure

Introduction

The purpose of the Club Safeguarding Children procedure is to provide information to all club members, staff, volunteers, and parents/guardians on the actions that the Club will take to keep people safe from harm.

Everyone has a role to play in safeguarding, this includes our Club Committee, Club Safeguarding Officer(s), Staff, Club members, Participants, Volunteers and Spectators.

This document provides advice and guidance on recognising abuse, responding to allegations of abuse, and reporting safeguarding concerns appropriately and proportionately.

This procedure should be read in conjunction with Motorsport UK's Safeguarding Policies and Procedures.

Recognising Abuse

Abuse and neglect can occur anywhere; at home, at school, or at a sporting event - we need to be aware of this so that we can spot the signs and take appropriate steps to protect people from further harm.

Abuse, neglect and harm can occur in a number of different ways:

Children and Young People can be at risk of:	Adults can be at risk of:
<ul style="list-style-type: none">• Physical Abuse• Emotional Abuse• Sexual Abuse• Neglect• Domestic Abuse• Bullying & cyber-bullying• Poor practice• Breaches of the Race with Respect code of conduct <p>They can be harmed by:</p> <ul style="list-style-type: none">• People in a position of trust• Peers• Family members• Strangers (e.g. online)	<ul style="list-style-type: none">• Physical Abuse• Emotional Abuse• Sexual Abuse• Neglect• Self-neglect• Domestic Abuse• Financial Abuse• Discriminatory Abuse• Institutional Abuse• Modern Slavery <p>They can be harmed by:</p> <ul style="list-style-type: none">• People in a position of trust• Peers / colleagues• Family members• Strangers (e.g. online)
Further information on types and indicators of abuse that affect children and young people can be found here	Further information on types and indicators of abuse that affect children and young people can be found here

The Club recognises that anyone can be at risk of abuse, neglect or harm and have a duty of care to all of our members. We also recognise that some people may be at increased risk, this includes:

- Children and young people and the elderly
- Anyone, regardless of age who is isolated, lonely or does not have a support network around them,
- Anyone regardless of age who has a disability or health condition that makes them more reliant on others for support. .

Further information on the types of abuse, the indicators to look and those at increased risk can be found in the Motorsport UK Safeguarding Procedure's.

Responding to and managing concerns

This next section of the procedure details how the Club can best respond to any allegations of abuse, neglect or harm which we are made aware of. It is never an option to do nothing if you become aware of a concern to someone's safety. It is of the utmost importance that our response to an allegation is reassuring, appropriate, accurate and does not put the person concerned at increased risk.

If you are made aware about concerning behaviours or actions of others:

DO	DO NOT
<ul style="list-style-type: none"> • Allow them to speak freely • Remain calm • Listen • Provide reassurance • Recognise their courage in speaking up • Check your understanding of the situation • Ask about their immediate safety • Explain what will happen next 	<ul style="list-style-type: none"> • Make judgements • Ask lots of questions • Promise confidentiality • Dismiss, deny or minimise their concerns • Over-react • Be led by your own feelings • Challenge or confront the alleged perpetrator

As soon as it is appropriate to do so, make a record of the conversation. Record the date, time and location of the conversation and write down the words and phrases used by the person.

Reporting

If you are worried that someone is at risk of harm this must be reported to the Club Safeguarding Officer (CSO) and who is the first point of contact and will be contactable at every club Event.

If you believe someone is at immediate risk of harm, contact emergency services.

The CSO will follow the appropriate reporting procedure depending on the type of incident reported to them as outlined in the Motorsport UK Safeguarding Procedures (see appendix).

The CSO will take appropriate actions which may include:

- Making enquiries and keeping a local record,
- Seeking advice from the Motorsport UK Safeguarding Team,
- Liaising with statutory partners,
- Maintaining accurate records.

Further information on the reporting procedures can be found in the Motorsport UK Safeguarding Procedure.

If you cannot contact the CSO or it is not appropriate to do so, reports can also be made directly to the Motorsport UK safeguarding team by emailing safeguarding@motorsportuk.org or by completing the form at www.motorsportuk.org/the-sport/safeguarding/sharing-a-concern/

Contact Information

Club Safeguarding Officer

Name JAMIE CHAMPKIN

Email: office@motorsportlaw.biz / jamie.champkin@motorsportuk.org

Telephone: 07990 079001

The Motorsport UK Safeguarding Team

Email: safeguarding@motorsportuk.org

Telephone: 01753 765056

Appendix 1 – Reporting routes

Recognise:	Breach of Race with Respect Peer-on-peer abuse Poor Practice	Concern about welfare outside of motorsport	Any allegation which meets the safeguarding threshold ¹
Report to:	CSO	CSO, Local Authority of NSPCC Helpline	CSO or Motorsport UK Safeguarding Team
The CSO will:	<ol style="list-style-type: none"> 1. Obtain a record of the incident, the people involved and any actions taken. 2. Notify Motorsport UK if an immediate suspension is required while investigations take place. 3. Obtain statements from the parties involved 4. Seek to understand any mitigating or aggravating factors. 5. Provide a report to the Motorsport UK Incident Triage Panel with recommended outcomes. 	<p>EITHER:</p> <ol style="list-style-type: none"> 1. Refer to the Motorsport UK Safeguarding Team <p>OR:</p> <ol style="list-style-type: none"> 2. Report directly to the Local Authority Safeguarding Team where the child lives with support/advice from the Motorsport UK safeguarding team if required. 	Report this to Motorsport UK Safeguarding Team using the Referral form on the website

¹ As detailed in the Motorsport UK Safeguarding Case Investigation Procedure