



Policy & Guidance Documents - Brighton Surf Lifesaving Club

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1. Club Social Media Policy for Members

This Policy is intended to provide guidance to help understand acceptable standards of use of social media by members and to assist everyone in understanding what the potential risks are in using social media and how these can be avoided and managed.

Social media offers the opportunity for people to participate in online communities of shared interest and to create, share or consume content. We recognise the benefits of social media as an important tool of communication, engagement, and enrichment.

The Club promotes the safe use of social media and encourages all its members to act responsibly and with courtesy when using social media.

Misuse of social media can result in disciplinary action being taken against a member.

Good Practice Guidance

Usage

Whilst we encourage the positive use of social media, the balance between the right to free speech and the responsibility to respect the rights of others, not to insult, slander, harm, abuse or create risks to anyone's personal safety and wellbeing is a priority.

As a general principle, unless specifically authorised, it is recommended that individuals keep their personal online identity, content and online profile separate. This will help in distinguishing between what is part of a person's private life and what is part of their public and accountable activity in the Club. This removes potential conflict and should assist in focusing the mind on what is and what is not appropriate content and usage before anything is posted.

Use of a social media account for Club activity must be authorised by the Club and respect all the requirements of both GDPR and Safeguarding guidance and this Policy.

The ease, unrestricted and immediate access to the internet presents a unique set of challenges for protecting personal information, safety and wellbeing as all information posted is available to everyone with online access.

Generational differences, use of unfamiliar language and a lack of perception about how messages and information will be understood are major dangers with wide ranging consequences.

Speed to send a message at the expense of care can cause great harm – time to consider is an important duty of care to avoid harm and unintended negative outcomes.

Often what is being posted can have unintended consequences if there are different perceptions of what a reader may understand.

It is the entire responsibility of all to make sure that messages posted and shared will not cause harm or will be seen as abusive. Whilst young people get great benefits from the online communities they belong to and the instant access they have to friends, they may need guidance from the people with responsibility for their safety as to what is acceptable and safe use.

The use of social media to target individuals, whether for grooming or the increasing incidence of cyber bullying, has created new risks to young and vulnerable people who may not understand the risk to themselves when they post personal information.

General Guidance

- Social media must not be used to insult, belittle, falsely accuse or criticise other club members, officers, coaches or other volunteers.
- Links between the pages of an adult and a young or vulnerable person, should not be made. Remember that privacy settings change frequently – keep them under review and update as necessary.
- Photos and tagging should be used with consideration. A photo of the team at an event, without any tagging of individuals is fine. Use of tags allows people to be identified and then traced.
- Whenever a photo is going to be taken and used, make sure the individual knows, agrees to its use and get parental/carer consent for use of all images of young and vulnerable adults.
- Performance Athletes as role models are in a position of greater prominence to set standards and this needs to be considered in their use of social media.
- Publicity consent must be obtained prior to posting images or text which may be used on social media to promote the Club.
- If you are uncertain or concerned about the appropriateness of any statement or posting, you may be intending to make that relates to the club or another club member refrain from making the communication until you discuss it with the relevant club officer.
- Remember that you have a responsibility to report any posts or online content which contravene our Code of Conduct Policy.



2. Club Equality Policy

This policy reinforces our duty under the Equality Act 2010 and our commitment to providing equality and diversity to all and not provide less favourable facilities or tolerate less favourable treatment on the grounds of '(protected characteristics)':

Age,
Disability,
Gender or gender reassignment,
Marriage and civil partnership,
Pregnancy and maternity,
Race,
Religion or belief
Sex and sexual orientation.

We are committed to ensuring that Equality is incorporated across all aspects of our activities. We accept that Equality is fairness, equality of access, recognising inequalities and taking steps to address them. It is ensuring that our culture, structure and actions reflect that all our activities are as accessible as possible to all members of society.

We are committed to everyone having the right to enjoy Surf Lifesaving in an environment free from threat of discrimination, intimidation, harassment and abuse.

We confirm that all our members have a responsibility to challenge discriminatory behaviour and promote equality of opportunity.

We will deal with any incidence of discriminatory behaviour seriously, according to our disciplinary procedures.



3. Club Anti-Bullying Policy

This policy applies to all Club Members including Young People and all those under the control or direction of the Club.

Bullying is usually defined as repeated behaviour, which is intended to harm someone either emotionally, mentally or physically, and is often aimed at certain people because of their race, religion, gender, sexual orientation or any other aspect such as appearance or disability.

Bullying behaviour can include:

- Physically pushing, kicking, hitting, pinching.
- Name calling, spreading rumours, persistent teasing and humiliation continual ignoring.
- Acts or criticism that demean, belittle or diminish someone.
- Ganging up and excluding.
- Excessive use of position of power.
- Posting on social media derogatory, abusive, critical comments, videos or images or excluding or cancelling.
- Racial, homophobic, transphobic or sexist comments, taunts or gestures.
- Sexual comments, suggestions or behaviour.
- Unwanted non-consensual physical contact.

The Club recognises its duty of care and responsibility to safeguard all members from harm and will:

- Promote and implement this anti-bullying policy.
- Ensure that bullying behaviour is not ignored, tolerated or condoned.
- Take robust action to investigate and respond to any reports of bullying.
- Make sure that any sanctions are proportionate and fair. Let young people and vulnerable adults know that they will be listened to and supported.
- Create an 'open door' ethos where young people feel confident to talk to an adult about bullying.
- Ensure any bullying by adults is dealt with through the Disciplinary Process.
- Ensure that any incidents/concerns regarding bullying behaviour will be discussed with parents/carers who will also be consulted on the action taken.



4. Club Behaviour Policy

Brighton Surf Life Saving Club (BSLSC) is a friendly, caring club that wants members of all abilities to improve their life saving skills in a safe environment while having fun. In order to achieve this, we have minimum standards of behaviour we expect our younger members to follow. BSLSC does not tolerate abusive behaviour or violence towards anyone.

The following procedure is in place for all sessions to ensure the above:

- 1)** If poor behaviour is witnessed by a coach a **verbal warning** will be issued. Examples of poor behaviour are (but not limited to): rudeness to coaches and other members, not following instructions, throwing stones, not taking care of club resources.
- 2)** Should a member's poor behaviour persist they will be asked to leave the session. This can also happen immediately for extremely poor or dangerous behaviour.
- 3)** If a member is removed from a session, the coach will arrange a meeting with their parent/carer and the member to ensure that expectations of behaviour are understood before being allowed to attend another session. This could be in person before the start of the next session or in a video call. The group's captain should be informed and if possible, also attend the meeting or call. Captains should keep a record of any removals from sessions on the register.
- 4)** If a member has a pattern of repeated poor behaviour, captains should inform the management committee, who will decide the next steps or, as a last resort, decide on expulsion.
- 5)** A member can appeal against an expulsion in writing or in person with their parent/carer at a committee meeting. The decision of the management committee will be final.
- 6)** In extremely serious circumstances the management committee reserve the right to alter the above procedure and suspend or expel, if necessary, without prior notice.

Punctuality

It is asked that all members are on the beach ready to register and participate in the session 15 minutes before the session start, to allow the lead coach to complete their risk assessment with correct participant numbers. If you arrive less than 5 minutes before the session start, you will not be allowed to participate in the session. For participant safety it is essential that the lead coach knows exactly how many members they have in each session.



5. Club Fair Participation Policy

Fair Participation Policy is defined as much more than participating within the rules. It incorporates the concepts of friendships, sportsmanship and respecting others and always participating within the right spirit. Fair participation is defined as a way of thinking, not just a way of behaving. It incorporates issues concerned with the elimination of cheating, gamesmanship, doping, violence (both physical and verbal), exploitation, unequal opportunities, excessive commercialisation and corruption.

Fair participation is an essential part of the successful promotion, development and enjoyment of all in club participation. Through fair participation, participants, the club and society wins.

All have a responsibility to promote Fair Participation.

The Club will:

- Promote and encourage fair participation through its members.
- Ensure that its rules are fair, clearly understood by participants, coaches, officials and administrators, and properly enforced.
- Make every effort to ensure that club rules are applied consistently and with absolute impartiality.
- Treat all members equally, irrespective of gender, race or physical characteristics.
- Impress upon participants, coaches, officials and administrators the need to maintain the highest standards of sportsmanship in running and taking part in club activities.

Club Officials will:

- Abide by the rules and the spirit of the club.
- Be fair, considerate and honest with others.
- Be professional in their actions, language, presentation, manner, punctuality and reflect high standards.
- Resolve conflicts fairly and promptly through established procedures.
- Maintain strict impartiality.
- Maintain a safe environment for others.
- Show caution and concern toward others.
- Be a positive role model to others.
- Show respect to participants.

Club Participants will:

- Abide by the rules and the spirit of competitions.
- Accept the decisions of referees and judges without question or complaint.
- Never consider cheating and must not attempt to improve their individual performance using drugs.
- Exercise reasonable self-control at all times.
- Learn to accept success and failure, victory and defeat, with good grace and magnanimity without excessive emotional display.
- Treat their competitors and team-mates with respect both in and out of the competition spaces.

Club Coaches will:

- Insist that participants understand and abide by the principles of fair play.
- Never countenance the use of drugs by participants.
- Never employ methods or practices that could involve risks, however slight, to the long-term health or physical development of their participants.
- Not attempt to manipulate the rules to take advantage of their participants or their competitors.

Club Officials will:

- Respect the regulations and authority of their governing body and not attempt to avoid or circumvent these regulations.
- Recognise the special role that they must play in the establishment of standards by always setting a good example of sportsmanship.
- Respect the rights of other clubs and not deliberately act in a manner intended to be to the detriment of any other club term health or physical development of their participants.
- Respect the rights of participants, coaches, officials and not exploit or deliberately act in a manner intended to be detrimental to them.
- Not endeavour to influence the result of a competition by any action not strictly within the rules and regulations, or within the fundamental precepts of fair play.

Sponsors and promoters will:

- Not seek to influence unduly or improperly the outcome of competitions by financial or other inducements.
- Recognise that the administration and organisation of all club competitions and events is the exclusive responsibility of the governing body.



6. Club Young Person Policy for Club Activity

Common sense needs to be applied but not at the risk of putting young people in a situation beyond their capability, or likely to cause them or those who may be relying on them any harm.

It is therefore BSLSC policy that:

Under 14

A young person under the age of 14 is not to undertake safety cover in any capacity, or to take a role in session delivery in any capacity, on the beach or in the pool.

Age 14 to 15

Age 14 to 15 can help with the **Nipper** groups as water safety only, always under the supervision of a Level 2 coach, and must hold a valid water safety award. They do not need to be DBS-checked, but do need to undergo Safeguarding Training.

They can help with the **Nipper** groups in the swimming pool but must be under the direct supervision of a Level 2 coach.

Special care must be taken not to expose this age group to incidents likely to cause distress to their health, emotional and mental welfare and psychological harm.

SLSGB policy currently states that they are supernumerary and do not form part of Safety Cover Ratios.

Age 16 to 17

Age 16 to 17 can help with **Nipper & Junior** water safety if they hold a valid water safety award, have been DBS-checked and have completed the Safeguarding Training. If they have their Coaching Level 1, they can help coach the **Nipper & Junior** groups but only under the supervision of a Level 2 coach. They cannot coach or provide Water Safety cover for the Youth or Seniors Group.

They can help with the **Nipper & Junior** groups in the swimming pool but must be under the direct supervision of a Level 2 coach, have been DBS checked and have completed the Safeguarding Training.

They are not supernumerary to Safety Cover Ratios if they hold a valid water safety award.

Age 18 to 19

Age 18 to 19 can help with **Nipper, Junior and Youth** water safety if they hold a valid water safety award, have been DBS checked and have completed the Safeguarding Training. If they have their Coaching Level 1 or Level 2, they can help coach the **Nipper, Junior and Youth groups**, and lead coach if accompanied by a tenured Level 2 coach.

They can help with the **Nipper, Junior and Youth** groups in the swimming pool but must have been DBS-checked and completed the Safeguarding Training. Unless they have their Coaching Level 2 qualification, they must be under the supervision of a Level 2 coach.

Age 20+

Age 20+ can assist with water safety and lead coach all groups if they have a valid water safety award and their Coaching Level 2.

Consideration always should be given to the allocation of safety cover and coaches so that a young Lead Coach has an experienced, competent member of the group to assist in case of emergency.



7. Club Code of Conduct Policy

The Club Code of Conduct is an expression of the spirit in which it is expected members will conduct themselves on a personal and professional basis. It is not meant to suppress individuality but should reflect our ethos and policies through the actions of our members.

Serious and flagrant breaches will result in action being taken against offenders which could result in expulsion from the Club.

The Code of Conduct prescribes the standards, which a disciplinary committee may take into account, when considering the conduct of a member; but so that the committee shall not be prevented from considering other matters.

At all times a member shall uphold the good standing and reputation of the Club and shall:

Comply with the law.

Not misuse their authority or office for personal or other gain.

Fully uphold the Clubs Policies.

Observe the standards prescribed in the guides to good practice approved by the Club.

Have a duty to provide information if requested by the Disciplinary Committee investigating any breach of this code.

Respect a person's rights and treat everyone accordingly.

If teaching lifesaving or working in any capacity that requires an SLSGB or equivalent qualification, hold a qualification to do so, approved by SLSGB.

Fully uphold the good practice and conduct requirements set out in the SLSGB Safeguarding Guidance adopted by the Club.



8. Club Volunteer Recruitment Policy

BSLSC has a Duty of Care to ensure that all reasonable steps are taken so that unsuitable people are prevented from having unsafe access to and contact with children.

- It is important to plan and have a process for volunteer recruitment.
- It is the responsibility of the Club Committee to decide on the final candidate(s) for positions in the Club.
- The Club Committee should take the responsibility to ensure that a safe recruitment process is followed.
- References should be sought for Committee or skills-based positions.
- Finally, where necessary, a DBS check should be made.



9. Vulnerable Adult Guidance

A vulnerable adult is defined as an individual age 18 or older who has the functional, mental, or physical inability to care for themselves. It can also refer to one who is unable to protect themselves against significant harm or exploitation.

A vulnerable adult is one that has a substantial mental or functional impairment. Substantial functional impairment is an inability referring to physical limitations.

Substantial mental impairment is a disorder of mood, thought, perception, memory, or orientation. This grossly impairs the person's judgement, behaviour, or ability to be independent.

The life experiences of these individuals, as a result, can vary significantly from someone that has not been diagnosed as a vulnerable adult. This does not necessarily mean that the adult lacks competency.

A vulnerable adult's activities of daily living are usually impaired. The severity of cognitive impairment in vulnerable adults can range from mild cognitive impairment to severe cognitive impairment. Mild forms of such impairment include not knowing or being able to learn the skills necessary to communicate when help is needed; not knowing how and not being able to learn to read or write complex documents when required and thus, avoiding them rather than seeking help to resolve them; not knowing or being able to learn how to navigate basic money management or personal finance; and so on. These factors can limit the ability of the vulnerable adult to either give or receive human communication with another adult who does not have such impairments.

Common acts of abuse are domestic abuse, institutional abuse, and self-neglect. Examples of institutional abuse include inappropriate use of power, lack of choice, lack of personal possessions, a non-flexible schedule and/or physical or verbal abuse.

A coach or other adult in a Position on Trust must:

- Be aware of the signs of abuse or neglect such as changes in behaviour or physical injuries.
- Report any concerns to the Club Safeguarding or Deputy Officer.
- Create a safe and supportive environment for vulnerable adults within the club and respect their rights and dignity.
- Regularly review and assess to ensure that vulnerable adults receive the support and protection they need.