



## **Ivel Model Aircraft Club (Ivel MAC) - Safeguarding Policy (Draft)**

The Ivel MAC Constitution will be amended at the next AGM to include a safeguarding policy.

Before the Constitution is amended at AGM, the Committee have adopted the following information for inclusion in the Application Form.

### ***Note to Parents, Guardians and Carers:***

“Whilst this Club has a duty to take all reasonable steps to ensure the general welfare and protection of children and vulnerable adult members, in particular during the actual act of model aircraft flying and associated pre-flight and post-flight procedures, the Club will not undertake the responsibilities of those acting in the role of guardians or carers.

You may not leave a child or a vulnerable adult at the flying site, that is your responsibility.

Should your child have any special medical or physical needs you are required to advise the Club in writing.

Should physical contact be required during model flying for instructional or any other purpose these will be explained to you, and you will be required to record your agreement in writing defining the type and limits of contact.

Should the Club wish to use a photographic image of your child; the Club will follow the guidelines laid down by the NSPCC Child Protection in Sport Unit detailed on Page 22 of that document. In addition, your written consent will be required for the Club to do so.

This membership form must be countersigned by the parent or guardian if the applicant is under 18 years of age or by the authorised carer of a vulnerable adult, thereby signifying acceptance of the conditions of membership.

Should you wish to discuss any issue, have any concerns or have suggestions on how we may improve our policies, then please contact the Chairman, Club Welfare member, or a committee member.

**Note:** It is Ivel MAC club policy is that Junior members and vulnerable adults must be accompanied at the flying field by their parent, guardian or carer.

### ***Anticipated Changes to the Constitution.***

The Changes to the Constitution, that the committee will put forward regarding Safeguarding Policy.

*Paragraph to be added to the Constitution:*

#### **12. Care of children and vulnerable adults.**

The club adheres to BMFA guidelines and policies regarding care of children and vulnerable adults. For additional information please refer to Annex C.

*Changes to Annex B to include:*

Responsibilities of the Chairman/welfare member. (to include).

Para k.           Oversee actions regarding care of children and vulnerable adults.

*Annex B in the discipline section. (actions to be taken to include).*

“breaches of the club policy relating to care of children and vulnerable adults.”

*New Annex to be added:*

## **Annex C   Care of children and vulnerable adults.**

- All Ivel MAC members, parents, guardians and carers are to comply with National, BMFA and Ivel MAC policies and guidelines for the promotion of welfare and care of children and vulnerable adults.
- A vulnerable adult can also be a temporary designation covering persons who may, for instance, be recovering from illness or medical treatment.
- Junior members must be supervised at all times by a responsible adult, **(normally their parent, guardian or carer)**. The level of supervision is to be commensurate with the junior member’s age, maturity, capability and level of experience.
- No child or vulnerable adult shall undertake any activity which might place him or her at risk. In any event prior consultation with their parent, guardian or carer must take place if there is any doubt on the member’s abilities to undertake a specific activity.
- No senior member is to be expected to assume responsibility for a child or a vulnerable adult unless he/she has been specifically requested to do so by the parent, guardian or carer. If required to do so, he/she is to assume complete and total responsibility for the child or vulnerable adult whilst he/she is in their charge and written evidence of this must be obtained before total responsibility is undertaken.
- Notwithstanding the requirements of the previous paragraph, should a member discover a child or vulnerable adult that is unsupervised then he/she must assume responsibility for that person’s safety in the first instance. The situation should then be rectified as soon as possible by seeking out the parent, guardian, carer or nominated supervisor. Any instance of such an occurrence is to be reported to the club committee as soon as possible and a record made of the occurrence.
- Whilst supervising children or vulnerable adults, members should avoid placing themselves in a position that could be open to misinterpretation or question in accordance with BMFA policy. Remember, the policy is there to protect you as well as children and vulnerable adults.
- Should any member, parent, guardian, carer or the person themselves have concerns about the welfare of children or vulnerable adults then he or she is to contact the **Chairman, Welfare member, or a Committee member**