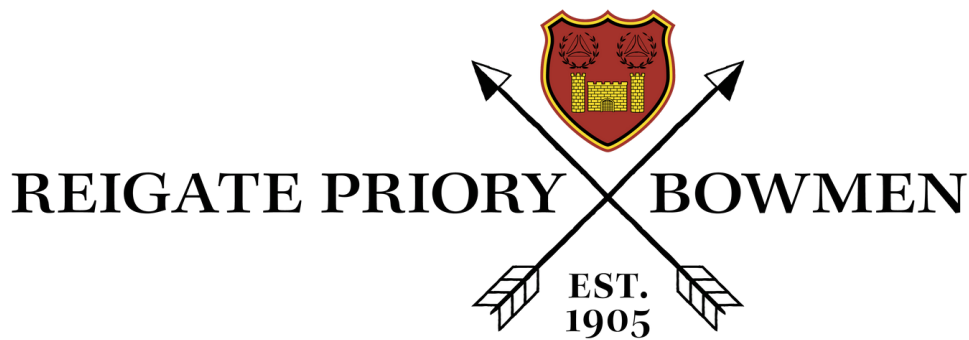




CODE OF GOOD PRACTICE: SAFEGUARDING CHILDREN, YOUNG PEOPLE & VULNERABLE ADULTS

Reviewed August 2026

As an Archery GB affiliated club, Reigate Priory Bowmen must adopt the Archery GB Policies and Guidelines for Safeguarding Children, Young People and Vulnerable Adults. One of the requirements by Archery GB is that clubs have a Code of Good Practice. The following Code of Good Practice outlines the Club's statement of commitment to safeguarding, fundamental principles, terminology, and guidance and procedure for dealing with concerns. These ensure the Club's compliance with Archery GB policies and clarify the expectations of the Club and its members.

Our Safeguarding Policy can be found at www.reigatepriorybowmen.org.uk/safeguarding and on our Club Notice Board.

Archery GB's Policies for Safeguarding Children, Young People and Adults can be found at <https://archerygb.org/about/safeguarding/safeguarding-policies-and-guides> along with the associated guidelines.

Commitment to Safety of children, young people and vulnerable adults

Reigate Priory Bowmen believe that the welfare of children, young people and adults is of paramount importance. The Club is committed to creating an environment where children, young people and adults can participate in archery free from abuse and harassment. Those working with children, young people and vulnerable adults have a moral responsibility to promote and safeguard their welfare. As such, Reigate Priory Bowmen has adopted the Archery GB policies for safeguarding children and young people and safeguarding adults.

Defining Terminology

Child; Children; Young Person; Young People: refers to all persons under the age of 18.

Vulnerable Adult: refers to a person over 18 years old who may need community care services due to their sensory impairment, disability, learning difficulties, illness or advanced age.

Fundamental Principles

Reigate Priory Bowmen's Code of Good Practice is founded on the following fundamental principles:

Children, Young People and Vulnerable Adults:

- When working with children, young people and vulnerable adults, their welfare is always the paramount consideration.
- Regardless of age, sex, religion, beliefs, ethnic background, disability, sexuality, social situation or economic background, all children, young people and vulnerable adults have the right to protection from neglect or abuse.
- All children, young people and vulnerable adults must be listened to and have their views considered according to their maturity, age and understanding.
- All children, young people and vulnerable adults have the right to participate in archery in a safe and enjoyable environment.

Adults working with Children and Young People:

- All adults that work with children and young people have the right to be aware of the expectations towards responsibilities and conduct to others that Reigate Priory Bowmen and Archery GB has of them.
- All adults working with children and young people have the right to fair and just treatment whenever a concern is raised about them, including their conduct towards other individuals.

Parents and Legal Guardians:

- A parent or legal guardian must always accompany their children and young people to and from the Club and remain present, actively supervising their children and young people.
- The responsibility for the care, good behaviour and safe conduct of the child/young person remains with the parent or guardian.

Responsibilities

Reigate Priory Bowmen takes its responsibilities to children, young people and vulnerable adults who participate in archery at its grounds seriously. The Club actively strives to provide an environment that supports children, young people and vulnerable adults to stay safe, be happy and make a positive contribution.

Any matters that give rise to concern of children, young people or vulnerable adult's welfare (e.g. poor practice or abuse) will be taken seriously and responded to in an appropriate and timely manner. In the case of concerns, confidentiality will be upheld in line with the Data Protection Act 2018 and the Human Rights Act 1998.

It is the responsibility of child protection experts (i.e. social services or the police) to determine whether abuse has taken place, however, it is everyone's responsibility to report any concerns.

Anti-Bullying

Reigate Priory Bowmen does not tolerate the bullying of any Member by another Member.

Bullying can include:

- Physical:** e.g. pushing, hitting, slapping or kicking (in some cases this may constitute as assault)
- Verbal:** e.g. racist remarks, threats, homophobic remarks, spreading rumours, teasing, name-calling, ridicule or humiliation
- Emotional:** e.g. unfriendliness, excluding behaviour, tormenting (both emotionally and physically), sending hurtful messages, ridiculing, humiliating or threatening gestures
- Harassment:** e.g. using abusive or insulting behaviour with the intent to cause distress or alarm
- Sexual:** e.g. unwanted physical contact or sexually abusive comments
- Cyber:** e.g. misuse of online chat forums, abusive or threatening communication via text messaging or calls

If you are concerned about a child, young person or vulnerable adult's safety or welfare please speak with the Club's Safeguarding Officer. They will follow Archery GB's Policies for Safeguarding Children and Young People and Safeguarding Adults, which can be found at https://archerygb.org/about/safeguarding/safeguarding_policies-and-guides. These diagrams can also be found on our Club Notice Board.

Our Safeguarding Officer is Tess Powell

Email: safeguarding@reigatepriorybowmen.org.uk

Mobile: 07352 960 539

DO NOT DELAY IN REPORTING A CONCERN

If you think a child, young person or vulnerable adult is being abused or neglected outside of the Club environment, you should report your concerns to **Surrey Children's Single Point of Access (C-SPA)** by telephoning 0300 470 9100 (Monday-Friday, 9am-5pm) or 01483 517 898 (C-SPA Emergency Team).

Alternatively, you can report concerns via email to cspa@surreycc.gov.uk (for children concerns) or ascmarsh@surreycc.gov.uk (for adult concerns). However, ***if you are seriously concerned about a child, young person or vulnerable adult's immediate safety, always dial 999 and report your concerns to the police.***

For further advice for adults concerned about children and young people, the NSPCC provides a free 24-hour service on 0808 800 5000 or help@nspcc.org.uk. For children and young people seeking advice, ChildLine provide a service on 0800 1111

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