

## RECRUITMENT AND SELECTION OF INDIVIDUALS WORKING WITH CHILDREN AND YOUNG PEOPLE

Whilst it is vital to keep the issues of Child Protection in proportion, the British Canoe Union recommends to clubs and centres that they adopt some basic procedures which will safeguard all concerned.

Abusers tend to gravitate to situation where little vetting or checking takes place. It is not possible to know who could abuse children; therefore it is important that all reasonable steps are taken by clubs to ensure suitable people are prevented from working with children.

It is important that standard procedures are used, whether people are paid or unpaid, part time or full time. For all volunteers, coaches and officials working in Paddlesport and associated activities who have contact with children or young people the following actions demonstrate good practice.

- An enhanced disclosure – CRB (Criminal Records Bureau) which should be done through the BCU. (The check is free for any volunteer). You must ask the individual to show you their returned certificate from the CRB. Whilst waiting for the CRB to be returned you should ask the individual to undertake a Self Declaration. If you have any concerns then contact the BCU Child Protection Officer.
- The names and address of at least two references. These should have known the applicant for at least 3 years (not relatives) and who are able to comment confidentially on the person's previous work with children and any former involvement in the sport. These references should then be taken up by the club.
- The individual should be observed working with children.
- The job requirement and responsibility for the individual should be clearly explained.

**Anyone who has previous conviction for offences related to abuse against children will automatically be excluded from working with children.**

**Child Protection is about putting in place the best possible practices and procedures, this will protect not only the child but also the adult.**