

CVSS

Sailing for People with Disabilities

SAFE RECRUITMENT and PERSONNEL POLICY

This policy links to the
CVSS Grievance and Positive Behaviour policies

CVSS is an organisation staffed entirely by volunteers and is affiliated to the RYA and works from the premises of B.L.Y.M.

CVSS is a R.Y.A. Foundation site and works within guidelines issued by Sailability. BLYM is an RYA training Centre and Sailing Club and A.A.L.A. registered.

It is the policy of CVSS to safeguard all our sailors and in particular Children & Vulnerable adults who are taking part in boating. We are also committed to preserving the personal dignity of our sailors and making participation at CVSS fun for sailors and volunteers.

CVSS will take all reasonable steps to ensure that, through appropriate procedures and training, all sailors participating in CVSS activities do so in a safe environment. We recognise that the safety and welfare of our sailors is paramount whatever their age, gender, disability, culture, ethnic origin, religion or belief, social status or sexual identity.

MINIMISING RISK

Disclosure and Barring Service/Criminal Records Bureau Checks

1. CVSS will recruit volunteers carefully and will arrange DBS checks (previously enhanced CRB checks) on all volunteer aged 16+ via the CVSS Membership Secretary.
2. CVSS volunteers whose DBS is incomplete may carry out restricted duties.
3. CVSS will accept current DBS/enhanced CRB checks carried out on behalf of other organisations.
4. DBS checks will be renewed every 3 years

5. The trustees will regularly review the status of the DBS checks of volunteers.

Individuals wishing to join CVSS as volunteers will be given the above information in an individual informal interview.

CVSS welcomes volunteers of all ages (14 years plus) regardless of gender, ethnicity, sexual orientation, religion, social grouping or disability and will seek to provide them with activity related to their interests and aptitudes however the Trustees reserve the right to advise an individual that they are ill-suited to volunteering with CVSS. We will seek to do this on a confidential basis and an explanation for the decision will be given.

Volunteers are advised of the following to minimise risk.

To:

- Avoid spending extended periods in isolation with a sailor
- Avoid engaging in or allowing any form of inappropriate touching (whilst being sensitive to the level of understanding of some CVSS sailors)
- Avoid using or allowing the use of inappropriate language (whilst being sensitive to the level of understanding of some CVSS sailors)
- Avoid making sexually suggestive comments to children or VA sailors/VA volunteers even in fun.
- Avoid making sexually suggestive comments to other volunteers

PHOTOGRAPHY

All CVSS volunteers are made aware of these rules

In order to protect our sailors photography on site is restricted.

CVSS values the photographs that can be taken because they provide a record of our work and materials to show potential sailors. We take the following steps to ensure protection of our sailors.

GROUP SAILORS

- Sailors who come in groups may be photographed if the sailors themselves give permission (if appropriate)

- And/Or the group leader confirms the parents/assistants have approved this type of photograph
- Or they are included in a group shot but cannot be identified (e.g. are in a boat at a distance from the main focus of the shot and out of focus)

INDIVIDUAL SAILORS

Can be photographed if they/their parents/assistants have given permission

CVSS will endeavor to discourage members of the public on the Aquadrome site from taking photographs of CVSS sailors sailing.

YOUNG VOLUNTEERS

CVSS has a Young Volunteers (YV) group consisting of young people below 18 years who provide invaluable help to our sailors. The YV are within the remit of this policy. They will be advised of appropriate behaviour towards sailors and will also be protected via CVSS procedures if they are the subject of abuse at CVSS or disclose abuse whilst at CVSS.

YV are asked to confirm with their parents that they are willing for photographs to be taken of YV at work. The YV are also asked for permission to photograph them.

VOLUNTEERS WITH DISABILITIES

Adult volunteers with disabilities who may be considered VA are also within the remit of this policy.