



Safeguarding Policy

Reviewed May 2026 by the Club Welfare Officer



Mounts Bay Pilot Gig Club (MBPGC) Safeguarding & Welfare Policy

Updated in line with CPGA Safeguarding & Welfare Policy (October 2025) Review Date: Annually or sooner if legislation changes

1. Introduction

Mount's Bay Pilot Gig Club (MBPGC) is committed to safeguarding the welfare of all children, young people, and adults at risk involved in rowing activities. This policy aligns fully with the Cornish Pilot Gig Association (CPGA) Safeguarding & Welfare Policy (2025) and reflects statutory responsibilities, government guidance, and best practice.

We recognise that safeguarding is everyone's responsibility and that all individuals have the right to participate in rowing free from harm, abuse, neglect, or exploitation.

"Safeguarding is everyone's responsibility, and actions must be prompt, proportionate and respectful of the voices of those concerned." (CPGA Safeguarding Policy, 2025)

2. Policy Statement

Mount's Bay Pilot Gig Club believes that every individual- regardless of age, ability, disability, sex, race, religion, ethnic origin, sexual orientation, marital or gender status- has the right to live free from abuse or neglect.

We are committed to:

- Creating a safe, positive, and open environment.
- Promoting a culture where concerns can be raised without fear.
- Preventing abuse and neglect through robust safeguarding practices.
- Ensuring all safeguarding actions are timely, proportionate, and person-centred.

3. Purpose

Mount's Bay Pilot Gig Club believes that everyone involved with MBPGC understands:

- The legislation, policy, and procedures relating to safeguarding.
- Their roles and responsibilities.
- How to report concerns relating to the welfare or wellbeing of any individual.





4. Scope

This policy applies to:

- Committee members
- Coaches
- Coxes
- Volunteers
- Junior members and parents/carers
- Adult members
- Visitors and contractors
- Anyone participating in MBPGC activities, on or off the water

All partner organisations, suppliers, and event hosts are expected to uphold the principles of this policy.

5. Commitments

MBPGC will ensure:

- All members know how to report safeguarding concerns.
- The wellbeing and wishes of those at risk are prioritised.
- All actions respect dignity and are proportionate to risk.
- Accurate, confidential safeguarding records are maintained.
- Compliance with CPGA, UK Sport, Sport England, NSPCC, and Ann Craft Trust guidance.
- Cooperation with Police, Social Care, MARU, LADO, and other statutory bodies.
- All staff and volunteers complete appropriate safeguarding training.
- Safe recruitment practices are followed.
- Annual review of safeguarding actions and policy.

6. Implementation

To implement this policy, MBPGC will:

- Provide regular safeguarding updates to the committee.
- Maintain clear safeguarding procedures for responding to concerns.
- Appoint trained Club Welfare Officers (CWOs).
- Maintain effective multi-agency working arrangements.
- Ensure codes of conduct are followed by all members.
- Conduct safeguarding-specific risk assessments.
- Maintain policies covering:
 - Bullying & harassment
 - Social media & online safety
 - Equality, diversity & inclusion
 - Safe activity risk assessments
 - Complaints & whistleblowing
 - Safe recruitment
 - Data protection & information sharing



7. Roles and Responsibilities

Designated Safeguarding Officer (DSO) - CPGA

Handles escalated concerns, oversees compliance, and supports clubs.

Club Welfare Officers (CWOs) – MBPGC

MBPGC appoints two CWOs to ensure accessibility and gender balance where possible.

Current CWOs:

- Claire Wallace
- Vacant



mountsbaysafeguarding@gmail.com

CWOs must:

- Act as the first point of contact for safeguarding concerns.
- Maintain confidential safeguarding records.
- Ensure MBPGC follows CPGA safeguarding procedures.
- Ensure DBS checks are completed and renewed every 3 years.
- Promote safeguarding awareness within the club.
- Report concerns to CPGA DSO and statutory agencies where required.

Coaches, Coxes & Volunteers

Must:

- Promote a safe environment.
- Follow codes of conduct.
- Report concerns immediately.
- Maintain appropriate boundaries.
- Complete safeguarding training.

Parents/Guardians

Must:

- Support safe participation.
- Follow club codes of conduct.
- Report concerns promptly.

All Members

Have a duty to safeguard others and report concerns.





8. Types of Harm

MBPGC adopts the 10 categories of abuse defined in the Care Act (self-neglect, modern slavery, domestic abuse, discriminatory, organisational, physical, sexual, financial, neglect, emotional/psychological) plus:

- Cyberbullying
- Forced marriage
- Hate crime
- Radicalisation

(Full definitions included in CPGA policy).

9. Recording & Information Sharing

In line with CPGA policy:

- All safeguarding records must be accurate, factual, and securely stored.
- Information is shared only on a need-to-know basis.
- Consent is sought where appropriate, except where:
 - Someone is at risk of harm
 - A crime has been committed
 - The adult lacks capacity
 - The person is under duress
- Decisions to share or not share information must be recorded.

10. Reporting & Responding to Concerns

Immediate Danger

Call 999.

Non-urgent concerns

Report to MBPGC CWO using the club's Incident Report Form.

Escalation

CWOs may escalate to:

- CPGA Lead Safeguarding Officer
- MARU (Cornwall)
- Police
- LADO (if allegation involves someone in a position of trust)

"Anyone who has a concern about harm can make a report to an appropriate person within the same organisation." (CPGA Safeguarding Policy, 2025)





11. Safe Recruitment

MBPGC follows CPGA safer recruitment guidance:

- All role requirements discussed at committee meetings.
- Role descriptions include safeguarding expectations.
- Identity verification required.
- Two references requested.
- DBS checks completed via CPGA for:
 - CWOs
 - Junior coaches
 - Junior coxes
 - Photographers
 - Social media officers
 - Trustees
- No individual begins regulated activity until DBS clearance is confirmed.

12. Training

·All individuals working with children or adults at risk must complete safeguarding training.

·Minimum: 3-hour safeguarding workshop (British Rowing or equivalent).

·Refresher training required every 3 years.

CWOs must complete advanced safeguarding training

13. Codes of Conduct

MBPGC adopts CPGA Codes of Conduct for:

- Staff, race officials & volunteers
- Children & young people
- Parents/carers
- Coaches & coxes

Breaches may result in disciplinary action or removal from the club.

14. Multi-Agency Working

MBPGC will cooperate fully with:

- Police
- MARU (Multi-agency Referral Unit)
- Adult Social Care
- LADO
- CPGA Safeguarding Team
- Sports Welfare Officers

This may include attending meetings, sharing information, or providing safe venues.





15. Whistleblowing

Any individual who feels a safeguarding concern has not been properly addressed may escalate concerns to:

- MBPGC Committee
- CPGA Safeguarding Team
- Local Authority
- NSPCC Whistleblowing Helpline

Whistleblowers are protected from victimisation.

16. Useful Contacts

MBPGC Safeguarding

Claire Wallace **07355840753**

mountsbaysafeguarding@gmail.com

CPGA Safeguarding

safeguarding@cpga.co.uk

Cornwall MARU

0300 123 1116 multiagencyreferralunit@cornwall.gov.uk

Cornwall LADO

01872 326536 LADO@cornwall.gov.uk

Emergency Services

999





Mounts Bay
Pilot Gig Club

Contact Us



Website

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HQ address

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Social Media

<https://www.facebook.com/mountsbay>

