

# CWMCARN PARAGON CYCLING CLUB

CHILD SAFEGUARDING POLICY

2025



**In a safeguarding emergency, where a young person is at immediate risk of harm, call 999**

**Note:** The terms 'child' and 'young person' in this policy describe any person under the age of 18. References to 'parents' should be read as parents and carers inclusively.

## OUR STATEMENT

Cwmcarn Paragon Cycling Club acknowledges the duty of care to safeguard and promote the welfare of children and vulnerable adults and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and British Cycling's Safeguarding Children and Young People Policy.

The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background, all children:

- have a positive and enjoyable experience of sport at Cwmcarn Paragon in a safe and child centered environment,
- are protected from abuse whilst participating in cycling, or outside of the activity.

We acknowledge that some children, including disabled children or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

## OUR POLICY

### WHAT WE'LL DO

As part of our safeguarding policy, we will:

- promote and prioritise the safety and wellbeing of children and young people
- value, listen to and respect children
- ensure robust safeguarding arrangements and procedures are in operation
- adopt safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
- provide effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about our policies, procedures and behaviour codes and follow them confidently and competently

- ensure appropriate action is taken in the event of incidents or concerns of abuse and support provided to the individual(s) who raise or disclose the concern
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- record and store information securely, in line with data protection legislation and guidance
- prevent the employment or deployment of unsuitable individuals by recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- appoint a nominated safeguarding lead for children and young people, a deputy and a lead trustee/board member for safeguarding
- develop and implement an effective online safety policy and related procedures
- share information about safeguarding and good practice with children and their parents via leaflets, posters, group work and one-to-one discussions
- make sure that children, young people, and their parents know where to go for help if they have a concern.

The policy and procedures will be widely promoted and are mandatory for everyone involved in Cwmcarn Paragon Cycling Club. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal or exclusion from the organisation.

Everyone involved in providing activities for children will be given access to appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people.

## MONITORING

This policy will be reviewed every two years, or in the following circumstances:

- changes in legislation and/or government guidance
- as required by the local safeguarding partnership, UK Sport and/or home country sports councils and British Cycling
- as a result of any other significant change or event.

This policy was last reviewed in November 2024

Signed .....*LClusty*.....

Next review due no later than January 2027

## ALLEGATIONS, CONCERNS AND COMPLAINTS

**In a safeguarding emergency, where a young person is at immediate risk of harm, call 999**

Please refer to the flowchart in Figure 1, below, for the process for reporting concerns. Contact details for key people and organisations are provided at the end of this document.

Safeguarding children and young people require everyone to be committed to the highest possible standards of openness, integrity and accountability. Cwmcarn Paragon Cycling Club supports an environment where:

- anyone with safeguarding and child protection concerns has a duty to raise them
- anyone who reports a concern will be supported, even if it is subsequently found to be unfounded
- all concerns will be taken seriously.

If an individual has a concern about the welfare of a child or the conduct of another person (child, parent, coach, club member or other party):

- these should be brought to the attention of the Cwmcarn Paragon Welfare Officer<sup>1</sup> without delay
- persons reporting a concern are not required to decide whether an incident of abuse has occurred
- the same procedure should be followed if the concern raised does not relate to a person involved with the sport (i.e. from the child's home or another setting)
- where possible abuse has occurred, the Welfare Officer should report their concerns to the Police or NSPCC Helpline as soon as possible
- concerns will be recorded on an Incident Report Form and sent to the British Cycling Lead Safeguarding Officer within 24 hours.

All concerns will be treated confidentially, and details will only be shared on a 'need to know' basis with those who can help with the management of the concern.

Cwmcarn Paragon Cycling Club will work with British Cycling and other agencies to take appropriate action regarding allegations of abuse or poor practice.

Any information about an individual that relates to their suitability to work, volunteer with or participate alongside children and young people will be reported to the British Cycling Safeguarding Lead Officer. A safeguarding risk assessment will be completed by British Cycling and British Cycling disciplinary procedures will be applied and followed where appropriate.

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<sup>1</sup> If the club welfare officer is unavailable, or the concern relates to the club welfare officer then contact the British Cycling Lead Safeguarding Officer or refer the matter directly to Children's Social Care Services or the Police. If the concern relates to the British Cycling Lead Safeguarding Officer, refer the matter directly to Children's Social Care Services, the Police or the NSPCC Helpline.

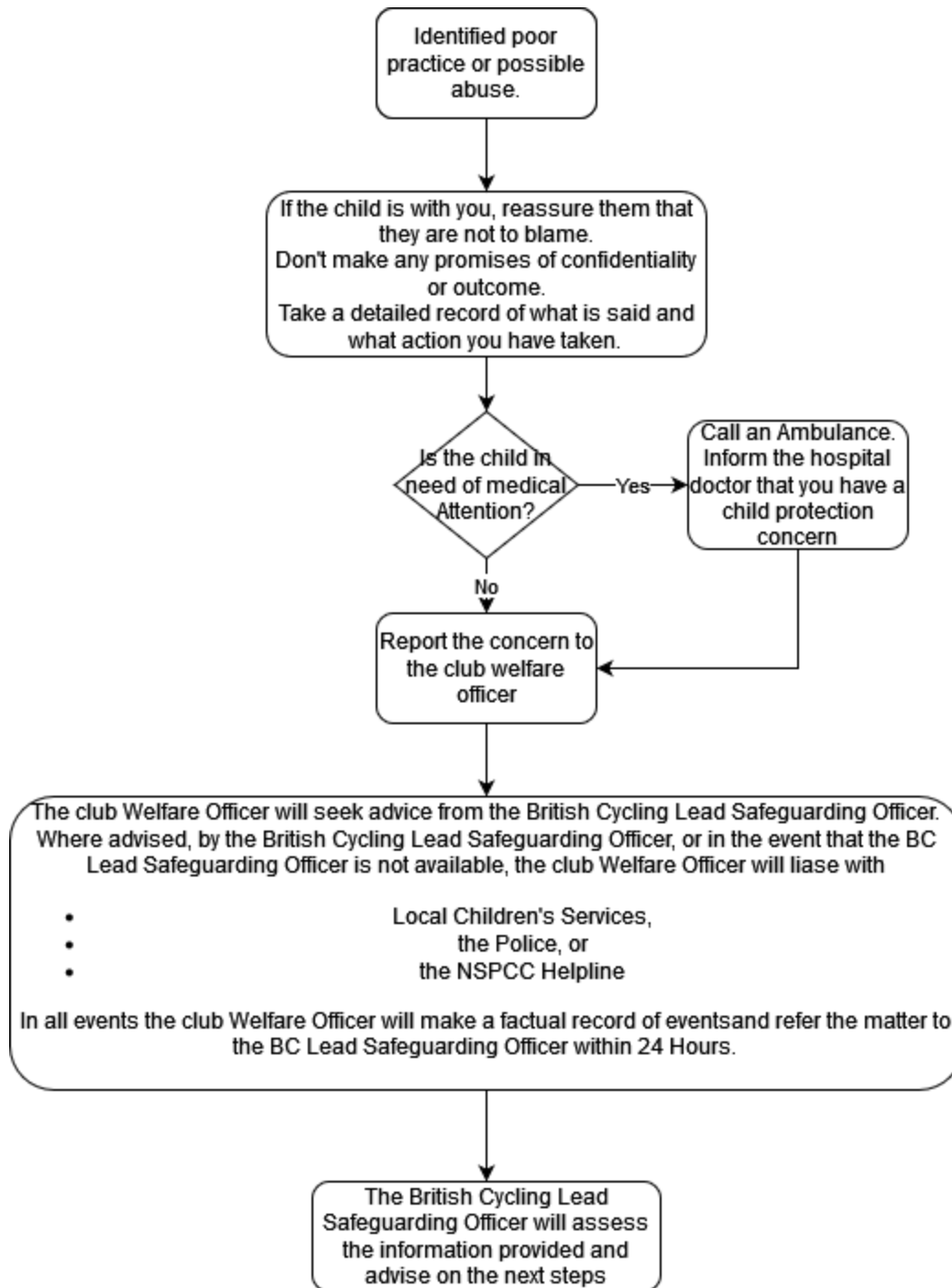


Figure 1 Reporting Concerns

## CLUB CONTACT DETAILS

### OUR WELFARE OFFICER

Name: Lianne Lusty

Tel: 07590 517720

Email: [welfare@cwmcarnparagon.com](mailto:welfare@cwmcarnparagon.com)

### OUR DEPUTY WELFARE OFFICER

Name: Paul Stevenson

Tel: 07779 121049

Email: [welfare@cwmcarnparagon.com](mailto:welfare@cwmcarnparagon.com)

## BRITISH CYCLING CONTACT DETAILS

### LEAD SAFEGUARDING OFFICER

National Cycling Centre  
Stuart Street  
Manchester  
M14 4DQ

Tel: 0161 274 2000

Email: [compliance@britishcycling.org.uk](mailto:compliance@britishcycling.org.uk) (Mark your email subject: FAO the Lead Safeguarding Officer)

## EXTERNAL BODIES CONTACT DETAILS

### THE NSPCC

National Centre  
42 Curtain Road  
London  
EC2A 3NH

Tel: 0808 800 5000

Email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

## CHILDLINE UK

Freepost 1111  
London  
NI 0BR

Tel: 0800 1111

## THE NSPCC CHILD PROTECTION IN SPORT UNIT

3 Gilmore Close  
Beaumont Leys  
Leicester  
LE4 1EZ

Tel: 0116 234 7278

Email: [cpsu@nspcc.org.uk](mailto:cpsu@nspcc.org.uk)

## THE NSPCC WHISTLEBLOWING HELPLINE FOR PROFESSIONALS

Tel: 0808 028 0285

## THE NSPCC FREEPHONE 24 HOUR HELPLINE

Tel: 0808 800 5000

## LOCAL POLICE CHILD PROTECTION TEAMS

Tel: 101

**In an emergency contact 999**

## CAERPHILLY CHILDREN'S SOCIAL SERVICES INFORMATION, ADVICE AND ASSISTANCE (IAA)

Unit 3  
Foxes Lane  
Oakdale Business Park  
Oakdale  
Blackwood  
NP12 4AB

Tel: 0116 234 7278

## THE SAMARITANS

Tel: 08457 90 90