

Ethics, code of behaviour and Safeguarding of people

1. Solway Orienteers ethics, equity and code of behaviour

The Code is intended for all members and participants. At the core of the code are the ethical topics of:

- Honesty and integrity
- Fairness
- Respect
- Equality

Everyone involved in the sport should promote equality of opportunity, fairness and honesty and respect for and friendship with fellow competitors. We all need to act in a manner that maintains or enhances the reputation of the sport.

Equity Statement

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them and thereby ensuring that sport is equally accessible to all.

Solway Orienteers members

- respect the rights, dignity and worth of every person and aims to treat everyone equally within orienteering regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- are committed to ensuring that equity is incorporated across all aspects of its activities.
- are committed to everyone having the right to enjoy orienteering in an environment free from threat of discrimination, intimidation, harassment and abuse.

Code of Behaviour - Expected Minimum Standards

All individuals involved in Solway events and all Solway orienteers members will:

- Respect the rights, dignity and worth of others and the spirit of fairness in orienteering. This is more than competing within the rules – it incorporates the concepts of friendship, respect for others and always participating with the correct spirit.
- Conduct themselves in a way that includes appropriate measures to protect the safety of others and of themselves.
- Actively promote the reputation of orienteering and prevent it from being brought into disrepute.
- Protect themselves and others involved from verbal or physical abuse and intimidating behaviour.
- Communicate in an appropriate manner, avoiding inappropriate language or gestures.

- Abide by the Scottish Orienteering Association safeguarding policy
- Abide by the British Orienteering Anti-doping Rules.

Good practices supporting these standards are

- Promote the welfare of participants and take action by following procedures if concerns for the welfare of anyone arise.
- Maintain confidentiality of personal information where appropriate.
- Create an open environment where behaviour that constitutes any form of abuse (physical, sexual or emotional), neglect or bullying is not tolerated.
- Encourage people to take responsibility for their own development in the sport.
- Communicate fully with people new to the sport to ensure that they understand the nature of the challenges involved and ongoing costs.
- Be a positive role model for others in behaviours, healthy lifestyle and attitude and also in demonstrating respect for the environment.
- Follow the guidelines of Scottish and British Orienteering for orienteering activities.

2. Safeguarding of children and ‘at risk’ adults

Solway Orienteers are fully committed to running activities where all people can participate in an environment free from abuse (physical, sexual and emotional), bullying and neglect.

The Solway Orienteers approach on this topic aligns with the Children 1st document and the relevant sections of the SOA Child protection policy (note that a child is defined as someone under 18 years of age). The club is committed to the adoption and practical implementation of the SOA policies and associated procedures. Notice will be taken of any elements of the British Orienteering policy on Safeguarding, which are additional to the SOA requirements. Solway Orienteers members are required to deliver compliance with the safeguarding requirements, and to recognise and uphold the principles and responsibilities identified in section 1 of this document, which also is based on similar document from SOA. Members are particularly required to raise any concerns they have regarding behaviours associated with club activities that do not comply with our policy. Specific training on Safeguarding is provided to the Club Children Welfare & Protection Officer, their deputy and to Licensed Coaches.

Solway Orienteers Child Welfare & Protection Officer is appointed by the club committee on completion of the required training: the remit for the holder of this post is set out in the SOA job description which is on the SOA web site (modified in May 2017). The Lead club coach acts as deputy to the club Child Welfare & Protection Officer.

Any members who become aware of a child protection concern arising during or because of Solway Orienteers activities should raise this matter with the Solway Orienteers Child Protection Officer or, should this person be away at the time, with the Club Lead Coach or a member of the club committee. The CPO, or in his absence, the Club Chairman will ensure prompt investigation of concerns.

The Scottish orienteering coach courses include training on Child Protection: club licenced coaches are likely to perform regulated work and will apply for and gain PVG accreditation. They also sign and abide by the British Orienteering code of conduct for coaches.

Solway Orienteers will make use of the SOA flowchart available on the SOA website and guidance in the Children 1st document '10 steps to safeguard children in sport 2013' for raising a concern. Recording and reporting safeguarding incidents directly associated with Solway Orienteering activities will also follow Scottish Orienteering reporting requirements. This includes adopting the distinction and difference in approach and reporting should the incident be likely to involve child abuse.

This policy will be reviewed every 3 years or sooner if requirements alter or there is reason to believe that it needs to be improved.

3. Medical matters

While minor injuries, e.g. superficial cuts, bruises and strains, occur in orienteering, experience indicates that injuries requiring medical intervention are fortunately rare.

Club coaches have up to date first aid training and deal with first aid issues at club events: there is a first aid kit taken to all our events.

Participants at our events provide contact details on the event registration form – this is normally a telephone number which can be used in the event of more significant injuries. People 16 and over can authorise medical treatment on themselves. Those under 16 are normally accompanied by a parent who can provide such authorisation. Should someone under 16 be competing or attending coaching without a parent/guardian present then contact information is requested for a parent/guardian.

Competitors at our events are generally healthy but some may know they have a relevant medical condition. All have the option of providing written information on any condition: to maintain confidentiality this should be placed in a sealed envelope to be left at registration with their name on the outside. This will only be opened if they become ill, injured or they fail to return in a reasonable time. If they return without any issue they should take the envelope away with them: should they forget to take it, the envelope and contents will be destroyed.

4. Images

Taking and sharing of images of orienteering events in progress can be a positive way of publicising the sport of orienteering and is used and encouraged by Solway Orienteers: some advice and controls are necessary to ensure that outcomes are positive and potentially negative aspects are avoided.

Taking images

- At normal Solway Orienteering events images may be recorded in the competition and assembly/download areas.
- Images at these events are not to be recorded by anyone around or in toilets or showers or in areas where people are getting changed – participants need to report to the organiser or club official any breach of this requirement.
- At events where the predominant group competing are children (e.g. the regional Schools championships) then children and the people entering them will be informed in advance of planned image recording and given the opportunity of specifying that images of named children should not be published. If any children are placed in this category then

photography will be limited to nominated people and the organiser will ensure that images are checked before any are published.

- Should a condition of holding an event be the absence of collecting images, then the organiser shall inform participants and event officials shall check that the ban is in place.
- If an official or professional photographer is involved with an event, the organiser shall ensure that they carry identification, are briefed on this policy, understand what images they are not to take plus what limits apply to information accompanying images of children. If images of some children are not to be published then the restrictions above that apply will also be explained to them.

Using/publishing images

- Solway Orienteers shares images of competitors in events on the club website, social media and/or photographic sharing websites (e.g. Flickr). We ensure that images are appropriate (including subjects suitably attired) and we do not identify young people or vulnerable adults in the images. Images can include individual faces and bodies.
- For schools events the names of children are included in results but school names should not be mentioned.

5. Disciplinary Process

- The need to take any disciplinary steps within the club should be and is rare.
- For issues arising with competitors while participating on courses then the event officials will normally be the arbiters of any steps to be taken if an issue arises e.g. someone crossing an area which is out of bounds.
- If other issues associated with the club arise then two committee members shall consider the matter and decide on the course to follow: one of the two will normally be the Club Chairman – if the matter involves or potentially involves safeguarding of people then the Club Child Protection Officer should be included in the group and they will limit their activities to collection of information and the decisions of who else to involve and when. Should the determination be that the law has been or is likely to have been broken then the matter should be referred to the appropriate authorities, and pursuit of the issue will be left with them.
- If the club committee become aware of the police or other authority investigating a potential crime involving a club member or bringing charges against a club member(s) (other than for traffic offences) then two committee members (normally the Chairman and the Club Child Protection Officer or the Treasurer) shall review the situation from the perspective of protecting club members and assets. This is of particular importance if the issue might involve safeguarding of people including children. These committee members shall, if there is a realistic and possible risk to members or club assets, decide on what interim measures need to be introduced and for what duration. This may result in the membership of the person or persons being suspended, and them being requested not to attend club activities. Records of the decision taken and of the communications with the affected person(s) shall be kept. The committee members will also, if appropriate, recommend what improvements need to be made to club procedures.
- Any person subject to the disciplinary process may appeal against the outcome. The appeal will be heard by 2 committee members, neither of whom was involved in the initial process. The outcome will be communicated to the person involved and a record kept of the process.