

Leeds Canoe club Disciplinary and Suspension Policy

Following a raised cause of concern in any policy within club to the welfare officer activities or external issues that could or may place individuals at risk of safeguarding or welfare for a child or adult. The club has the duty of care and can Immediately issue a temporary suspension with approval of the Chair and Welfare Officer without further involvement by the committee

Members who have a cause of concern should not get involved with any investigation and should inform the welfare officer

Behaviours of adults and children – member who have raised a concern to the welfare officer should be felt listened, supported and a statement can be emailed to welfare@leedscanoeclub.com

Further Actions with behaviours – the club committee will be made aware of the issue following GDPR the committee actions as follow

- Have a one to one with the individual conducted by club chair
- Issue a club statement regarding behaviour (1st warning)
- Issue a warning regarding behaviour (2nd warning)
- Suspension Panel meeting (permeant suspension from club)

Safeguarding

Adult – Adult

Unless police action is taken see above regarding behaviours and the club's adult policy of safeguarding reporting If police action is taken the club has duty of care to temporary suspend the member until police have concluded investigation where a suspension panel meeting will be arranged regarding the return or permanent suspension. British canoeing support regarding adult safeguarding will be available to both the individual and the welfare officer

Adult – Child

The club has a duty of care to temporary suspend the member and raise the concern to the relevant authority including British canoeing and the police. Following the end of their investigation a panel will be arranged regarding return or permanent suspension

Following a temporary suspension has been issued the club committee will be made aware of the suspension and only the name of the individual and that it is a safeguarding or behaviour issue no other information will be available to committee or club members.

Disciplinary Panel

The committee will select a Panel of at least 3 members who are not involved with the investigation. Statements from both the individual and the accused can be submitted and viewed by the Panel along with any available information by British canoeing and the police. The Panel after viewing all information will have the following outcome

- Member allowed to return to the club with recommended guidelines and support in place
- The member is permanently suspended from the club

The Panel must consider risk of other members and likelihood of reoccurrence with steps in place along with following police or British canoeing guidelines.

Following the outcome-

British canoeing informed of the outcome.

Membership of the current year will be refunded. It may not be possible to refund events booked such as alps or overnight trips

Appeals can only be submitted to British Canoeing. They will be able to investigate and support a different outcome which the club will follow and be able to gain further support.