



Berkshire Ornithological Club Safeguarding Policy

Background

The BOC promotes interest and education in birds, their habitats and conservation. Membership is open to people of all ages and the Club holds events (e.g. indoor meetings, walks/field trips and visits to major fairs) in which members and non-members of any age may participate. Family Members may include the partner and children of the named member.

The Club ensures the protection of young people under 18 who participate in its activities by following the procedures set out below. This includes not only protecting the wellbeing of young people but also protecting them from risks to their health or safety.

The BOC consider that it is best if a young person under 18 at any BOC event is accompanied by their parent or Guardian, but accepts that this may not always be possible.

These procedures are based on the principle that the welfare of young people is paramount. Any suspicion or allegation of abuse will be taken seriously and responded to swiftly and appropriately.

Procedures

1. If anyone under 18 wishes to join the Club as a Junior member, their parent or Guardian must provide written approval by signing the application form.
2. Anyone under 18 can attend an indoor meeting or a field trip, providing:
 - they are accompanied by a parent or Guardian or someone authorised by them, or
 - at least two adult members of the Club are present at all times.
3. It is the responsibility of anybody wishing to bring or send their children under 18 to an outdoor meeting to contact the event organiser and agree any safeguarding requirements at least two weeks in advance. Failure to do this will mean that the young person will not be able to take part in the event.
4. The parent/guardian is responsible for making sure that their children travel safely to and from BOC events.
5. Anybody organising or leading a Club's activity must ensure that the safeguarding of any under 18 participant has been determined, reviewed and agreed with the young person's parent or Guardian before the event.
6. All the Club's Officers, members or other people who organise or lead any of its activities are responsible for avoiding any inappropriate behaviour, including being alone with a young person.
7. Nobody organising or leading any of the Club's activities requires a DBS check as their role does not include regular unsupervised contact with people under 18.
8. The Club expects its Officers and members to report any concerns relating to the safeguarding of any young people taking part in any of the Club's activities. This includes any inappropriate behaviour towards them by members or other people. All concerns should be reported to one of the Executive Officers (Chair, Secretary or Treasurer) without delay.
9. Any concerns that are reported will be:
 - reviewed within two weeks by two Officers (i.e. any two of the three Executive Officers and the Membership Secretary), but excluding anyone who is the subject of the complaint
 - reported to the appropriate authority if necessary (e.g. the police)
 - treated confidentially and all reported information recorded in writing.
10. This policy is available on the Club's website, given to the parent or Guardian of any members under 18 and family members, and reviewed at least annually.