

# FARCYCLES WELFARE AND SAFEGUARDING POLICY

Farcycles Ltd (referred to as Farcycles in this policy) is a cycling group based in Faringdon, Oxfordshire which believes everyone who participates in cycling in all its disciplines is entitled to participate in an enjoyable and safe environment and to be given the chance to experience the fun, challenge and sense of achievement that are inherent to cycling. To ensure this, Farcycles is committed to implementing policies and procedures to comply with the British Cycling code of good practice. We run cycling groups with an aim to have no discrimination on the grounds of race, gender, religion or disability. We have zero tolerance for bullying, harassment, unsociable and offensive behaviour.

In addition, all young people are entitled to a duty of care and to be protected from abuse. Farcycles is committed to implementing policies and procedures to ensure everyone in the club accepts their responsibilities to safeguard children from harm and abuse. This means taking action to safeguard children and to report any concerns about their welfare.

## **Safeguarding and Child Protection**

Farcycles is bound by Cycling UK and British Cycling's procedures for good practice and child protection that clearly state what is required:

- Everyone knows and accepts their responsibilities and works together: parents, cyclists, leaders, and directors.
- All volunteers will be informed about their responsibilities and provided with guidance and/or training in good practice and child protection procedures.

The following terms are used in the Farcycles safeguarding policy:

- Anyone under the age of 18 is considered to be a child/young person.
- The term parent is used as a generic term to represent parents, carers and guardians.

British Cycling's Child Protection Policy which can be found [here](#), is endorsed by leading national cycling organisations. In line with that policy, Farcycles will ensure:

- To appoint a DSB-checked Welfare Officer responsible for good practice and child protection – currently David Williamson.
- All leaders of children's groups are to undertake relevant child protection awareness training or undertake a form of home study, to ensure their practice is exemplary and to facilitate the development of a positive culture towards good practice and child protection in cycling.
- All personnel (parents, cyclists, leaders, directors, senior and junior club members) are to receive advisory information outlining good practice and informing them about what to do if they have concerns about the behaviour of an adult towards a young person.

## **Vulnerable Adults**

Vulnerable adults may include the following:

- Anybody who has any kind of physical or mental disability, eg visual or hearing impairment; mental health issues; etc
- People who may not be as fit as others in the group by virtue of age, weight or fitness
- Novice riders
- Inexperienced riders

Ride leaders will assess the group at the onset of the activity, so as to be aware of any vulnerable adults, and to make appropriate arrangements to ensure an enjoyable session by all. This may necessitate buddying the vulnerable adult with an experienced rider.

### **Safeguarding and Welfare Officer**

Farcycles has a Safeguarding and Welfare Officer (David Williamson) who is responsible for ensuring that our Child Protection Policy is implemented and making sure it is communicated to Club Members, Coaches, Parents, and Children. Our Safeguarding and Welfare Officer will also advise Farcycles event organisers how best to safeguard the welfare of children and young people who are participating in those events.

If you have any concerns about the welfare of children involved in Farcycles you can contact our Safeguarding and Welfare Officer by emailing: [cycle@farcycles.org.uk](mailto:cycle@farcycles.org.uk) or phone 07900 403954.

The Safeguarding and Welfare Officer is also the person to whom to bring to attention any form of discrimination noted, or bullying, offensive and antisocial behaviour.

The Safeguarding and Welfare Officer will aim to resolve complaints and issues informally, but if this is not possible or the situation is deemed to require further advice, then this would be dealt with via Cycling UK's Complaints Procedure and a Welfare Officer Report Form completed. In the event of a serious safeguarding issue, then the local Social Services will be consulted.

### **Information for Parents**

Young people will be welcome to take part in a lot of Farcycles's activities and we will run specific events for children and young people. However, Farcycles requires that parents or guardians of young people taking part in our activities complete our parental consent form.

This is required for members and for non-members and can be downloaded from the Farcycles website and should be returned to a director or brought to the activity/event.

Some of Farcycles activities can be challenging and anyone taking part, including young people, must have the minimum level of skills and a suitable bicycle to participate in that activity.

### **Young People Taking Part in Farcycles Rides**

Farcycles organises a range of rides, from our Sunday Social, to our Saturday morning runs. Details including times, maps, and starting points can be found on Farcycles [website](#).

A young cyclist is welcome to join one of Farcycles rides when his or her parents judge that he or she is mature enough to cope with traffic and strong enough to complete the ride.

In accordance with Cycling UK Policy, the minimum age for unaccompanied children on any ride/event is 13. Children aged 13-17 may participate unaccompanied if they have parental permission and a signed Parental Consent form. There is no lower age limit if accompanied by a responsible adult acting in loco parentis, but a signed Parental Consent form is still needed.

The rides are not coached sessions and there is not an organiser with legal responsibility for other riders. A Farcycles group ride is simply a joint excursion on the open road which may include sections on busy roads.

It is the responsibility of parents/guardians to ensure that participants' bikes are roadworthy, safe, and suitable for the activity they are taking part in. They should ensure that they have identification details and emergency contact number(s) in case of an accident.

Riders are expected to be self-sufficient and should bring their own drinks, snacks and spare inner tube(s) money, tyre levers, and a pump.

All participants under the age of 16 must wear a cycling helmet at all times during Farcycles rides.

### **Taking part in coaching sessions**

The following information is for parents and guardians of young people taking part in Farcycles coaching sessions:

- It is part of the British Cycling Code of Conduct that reasonable steps are taken to establish a safe environment where the young riders can enjoy developing their cycling skills.
- Parents / Carers are welcome to stay and watch the session, but this is not compulsory
- Children are expected to remain in the session from beginning to end unless they have to leave early. If the child has to leave early or is being collected by someone other than the Parent / Carer, the Parent / Carer must advise the coach of the details of the arrangement including who will be collecting the rider.
- It is the young rider's responsibility to participate in a sporting manner.
- Any young riders who persistently misbehave or put others at risk will be asked to leave the session.
- It is the parent's responsibility to ensure that their child's bike is in a safe condition to ride.
- A correctly fitting, approved cycling helmet must be worn at all times during the coaching sessions.
- For coaching sessions that take place on the public highway, children are only invited to take part when coaches feel they are sufficiently responsible for their own actions and have developed the necessary bike-handling skills and fitness levels in order to cope with riding on the public highways.

### **Guidance notes for Coaches and Event Organisers**

All of our coaches and event organisers will adhere to the best practice guidance provided by British Cycling details of which can be found [here](#).

The following information covers the main points that coaches and event organisers need to adhere to.

#### **Good Practice**

The following principles should be adhered to by those involved in cycling:

- Conduct all coaching and meetings in an open environment; avoid one-to-one coaching in unobserved situations.
- Maintain a safe and appropriate relationship with young people.
- Avoid unnecessary physical contact with young people. Touching can be okay and appropriate as long as it is neither intrusive nor disturbing and the cyclist's permission has been given.
- Carry a mobile phone.
- Carry emergency contact details of all young riders taking part.

#### **Poor Practice**

The following is deemed to constitute poor practice and should be avoided:

- Avoid spending excessive amounts of time alone with one child away from the others.
- Avoid taking children to your home where they will be alone with you.
- Never allow allegations made by a child to go unchallenged, unrecorded or not acted upon.

If cases arise where these situations are unavoidable, they should only occur with the full knowledge and consent of the person in charge, or the child's parents. If any incidents should occur that gives you concern for a child's welfare and safety, you should report them immediately to another colleague, make a written note of the event (to be sent to the Safeguarding and Welfare Officer), and inform parents of the incident:

If you accidentally hurt a cyclist (or a cyclist has an accident or otherwise requires medical treatment).

If a child seems distressed in any manner.

If a child misunderstands or misinterprets something you have done.  
All leaders are required to sign up to the British Cycling Code of Conduct, which can be found in Appendix B of [British Cycling's child protection policy](#).

### **The Farcycles Shop**

Young people and vulnerable adults may help in the shop, for instance working towards the Duke of Edinburgh Award. The same guidance as above applies in this situation.

### **Photography**

The taking, and publication on the internet, of images of under-sixteens is an increasingly sensitive issue. British Cycling has introduced the following policy to help protect members in this age group, which Farcycles will adopt:

- Farcycles will make every effort to limit shots taken, or published on its website, of riders in the under-sixteen categories to images which involve formal training or formal on-the-bike activities.
- Off-the-bike shots of this age group will be limited to groups of riders unless provided by and with consent from a parent or guardian of the young person.

Farcycles will always remove images from its website upon request to the Safeguarding and Welfare Officer, where reasonable.

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