

# The Vintage Sports-Car Club

## Safeguarding Policy

### 1. Introduction

The Vintage Sports-Car Club is committed to safeguarding and promoting the welfare of all those who participate in, volunteer for, attend, or support the Club's activities.

The Club recognises that it has both a moral and practical responsibility to help provide a safe, welcoming and respectful environment for children, young people and adults at risk. Everyone involved in the Club should be able to participate in motorsport and Club activity with confidence, dignity and appropriate support.

This policy applies to all VSCC members, competitors, entrants, parents and guardians, Officials, Marshals, volunteers, staff, contractors, guests and anyone else involved in Club activity.

The Club will follow the safeguarding policies, procedures and guidance of Motorsport UK and will cooperate fully with Motorsport UK, statutory agencies and other relevant bodies where a safeguarding concern is raised.

### 2. Policy aims

- Confirm the Club's commitment to safeguarding children, young people and adults at risk.
- Promote a safe, positive, inclusive and respectful environment at VSCC events and activities.
- Make clear that safeguarding is everyone's responsibility.
- Ensure that concerns, disclosures or allegations are reported promptly and handled appropriately.
- Support staff, Officials and volunteers to understand their responsibilities.
- Ensure that those undertaking roles which require safeguarding checks, training or approval complete the appropriate Motorsport UK requirements.
- Provide clear information about how to report a concern.

### 3. Policy principles

- The welfare of children, young people and adults at risk is paramount.
- Everyone has the right to protection from abuse, neglect, harm, exploitation and poor practice, regardless of age, ability, disability, culture, race, language, religious belief, sex, sexual orientation, gender identity, background or any other characteristic.
- Safeguarding is the responsibility of everyone involved in the Club.
- All concerns, allegations, suspicions or disclosures will be taken seriously and responded to promptly, fairly and appropriately.
- No one should assume that someone else will report a concern.
- Children, young people, adults at risk, parents, guardians, staff, volunteers and members involved in safeguarding matters should receive appropriate support.
- The Club will promote good practice, safer recruitment, appropriate conduct and a culture in which concerns can be raised without fear.

### 4. Scope of this policy

This policy applies to:

- Motorsport UK Permitted Events organised by the Club.

- Club meetings, social events, tours, training, award events and other Club activities.
- Club communications, including digital communications, social media and online activity.
- Any situation where a person is participating in or representing the Club.

Where an event is run under Motorsport UK permit, Motorsport UK safeguarding policies and procedures will apply. Where an event is an FIA event, the FIA Safeguarding Policy may take precedence where applicable.

## 5. Definitions

**Child or young person** means anyone under the age of 18.

**Adult at risk** means an adult aged 18 or over who has care and support needs and may be unable to protect themselves from harm or the risk of harm.

**Safeguarding concern** means any concern, suspicion, allegation or disclosure that a child, young person or adult at risk may be experiencing, or be at risk of, abuse, neglect, exploitation or harm.

**Low level concern** means any concern, however small, that causes unease or suggests that a person working or volunteering for the Club may have acted in a way that is inconsistent with expected standards, even where the matter does not meet the threshold for referral to statutory agencies.

**Person in a position of trust** means someone who has authority, responsibility or influence over another person, including through coaching, mentoring, supervision, event management, volunteering, officiating or Club leadership.

## 6. Roles and responsibilities

### 6.1 The VSCC Board

The VSCC Board is responsible for ensuring that the Club has appropriate safeguarding arrangements in place. The Board will:

- Approve and review this policy annually, or sooner if required by changes in legislation, Motorsport UK guidance, or lessons learned from a case.
- Ensure that the Club has a nominated Club Safeguarding Officer licensed by Motorsport UK.
- Support the Club Safeguarding Officer in carrying out their role.
- Ensure safeguarding is considered as part of Club governance, event planning and volunteer management.
- Treat safeguarding as a core part of maintaining a safe, resilient and welcoming Club.

### 6.2 Club Safeguarding Officer

The Club Safeguarding Officer is:

**Paul Arnold**

**Email: paularnold1956@hotmail.com**

**Telephone: 01384 292355**

The Club Safeguarding Officer will:

- Act as the first point of contact for safeguarding concerns within the Club.
- Report concerns to the Motorsport UK Safeguarding Team as required.
- Liaise with Motorsport UK, statutory agencies and the Club as appropriate.
- Help ensure that safeguarding information is available to members, volunteers, Officials, parents and participants.
- Promote good practice and awareness across Club activity.

- Maintain appropriate records of concerns in line with Motorsport UK guidance and data protection requirements.
- Ensure confidentiality is respected, while recognising that information must be shared where necessary to protect someone from harm.

### **6.3 Staff, Officials, Marshals and volunteers**

All staff, Officials, Marshals and volunteers must:

- Act in accordance with this policy and Motorsport UK guidance.
- Treat everyone with dignity, fairness and respect.
- Be alert to signs of abuse, neglect, harm, exploitation or poor practice.
- Report any concern promptly to the Club Safeguarding Officer, Motorsport UK Safeguarding Team, or statutory agencies where appropriate.
- Avoid situations where their conduct could be misunderstood or place a child, young person or adult at risk.
- Follow Motorsport UK requirements relating to safer recruitment, training and suitability checks where applicable.

### **6.4 Members, competitors, parents, guardians and participants**

All members, competitors, parents, guardians and participants are expected to:

- Respect the rights, safety and welfare of others.
- Behave in a way that reflects the values and standards of the Club.
- Raise concerns promptly if they believe someone may be at risk.
- Support a Club culture where safeguarding is understood as a shared responsibility.

## **7. Recognising safeguarding concerns**

Safeguarding concerns may relate to children, young people or adults at risk.

Concerns may include, but are not limited to:

- Physical abuse.
- Emotional abuse.
- Sexual abuse.
- Neglect.
- Bullying, harassment or discrimination.
- Financial abuse.
- Domestic abuse.
- Modern slavery or exploitation.
- Self neglect.
- Organisational abuse.
- Inappropriate behaviour by a person in a position of trust.
- Online abuse, grooming or inappropriate digital communication.
- Any conduct that causes concern, unease or a sense that something is not right.

No member, volunteer, Official or member of staff is expected to investigate safeguarding concerns themselves. The responsibility is to report the concern so that it can be handled by the appropriate people.

## **8. How to report a concern**

If you are concerned about the welfare of a child, young person or adult at risk, you should report it as soon as possible.

In the first instance, contact:

**VSCC Club Safeguarding Officer**

**Paul Arnold**

**Email: paularnold1956@hotmail.com**

**Telephone: 01384 292355**

If you cannot contact the Club Safeguarding Officer, or if the matter is serious, you should contact:

**Motorsport UK Safeguarding Team**

**Telephone: 01753 765000 and ask for the Safeguarding Team**

**Email: safeguarding@motorsportuk.org**

If someone is at immediate risk of harm, call:

- Police: 999
- Children's Social Care or Adult Social Care: contact the relevant local authority
- NSPCC 24 hour helpline: 0808 800 5000

If you are unsure whether something is a safeguarding concern, you should still report it. It is better to share a concern early than to wait until a situation escalates.

## 9. Good practice

The Club expects all adults involved in Club activity to follow good safeguarding practice.

Adults should:

- Display high standards of personal behaviour.
- Be positive role models.
- Treat children, young people and adults at risk with respect.
- Avoid working in isolation with a child, young person or adult at risk where this can reasonably be avoided.
- Keep interactions open, appropriate and observable wherever possible.
- Avoid unnecessary physical contact.
- Be mindful of language, humour and behaviour, particularly where there is an imbalance of age, authority or experience.
- Avoid excessive alcohol consumption when responsible for, supervising, coaching, mentoring or supporting children, young people or adults at risk.
- Avoid smoking or vaping in the presence of children or young people when acting in a position of trust.
- Use appropriate channels for communication and avoid private or inappropriate messaging with children or young people.
- Follow Motorsport UK guidance and the Club's instructions at all times.

## 10. Behaviour that is not acceptable

The following behaviour is not acceptable and may result in action by the Club, Motorsport UK or statutory agencies:

- Providing alcohol to children or allowing its supply.
- Humiliating, belittling or intimidating a child, young person or adult at risk.
- Using obscene, abusive, discriminatory or sexually explicit language.
- Making sexually explicit comments or sharing sexually explicit material.
- Having an intimate or sexual relationship with a child.
- Inappropriate or unnecessary physical contact.

- Sharing immediate accommodation, such as an overnight room, with a child, unless the adult is the child's parent or guardian.
- Bullying, harassment, victimisation or discriminatory behaviour.
- Ignoring or failing to report a safeguarding concern.
- Retaliating against anyone who raises a concern.
- Any behaviour that breaches Motorsport UK safeguarding guidance, Race with Respect principles, Club rules or expected standards of conduct.

## **11. Safer recruitment, suitability checks and training**

The Club will follow Motorsport UK guidance on safer recruitment, suitability checks and safeguarding training.

Where a role meets the eligibility criteria for a Disclosure and Barring Service check, Protecting Vulnerable Groups check in Scotland, or equivalent check, the Club will ensure that the appropriate process is followed.

The Club will support relevant staff, Officials and volunteers to complete appropriate safeguarding training where required or recommended by Motorsport UK.

## **12. Confidentiality and record keeping**

Safeguarding concerns will be treated sensitively and shared only with those who need to know in order to protect the person at risk, manage the concern properly, or comply with legal or regulatory obligations.

The Club Safeguarding Officer will ensure that appropriate records are kept of concerns raised, including low level concerns, in line with Motorsport UK guidance and data protection requirements.

Information must not be shared casually, discussed unnecessarily, or used in a way that could identify individuals beyond those who need to be involved.

## **13. Digital communication and social media**

Club communications must be appropriate, respectful and transparent.

Adults should not use private digital channels to develop inappropriate personal relationships with children, young people or adults at risk.

Where communication with a child or young person is necessary for Club activity, it should normally include a parent, guardian or another appropriate adult, unless there is a clear and justified reason not to do so.

Any online behaviour that causes concern should be reported in the same way as any other safeguarding concern.

## **14. Motorsport UK and statutory agencies**

The Club will cooperate fully with Motorsport UK and statutory agencies in the handling of safeguarding concerns.

Where a matter meets the relevant threshold, Motorsport UK may refer concerns to statutory agencies. Where a matter does not meet that threshold, the Club and Motorsport UK may still take action under low level concern procedures, Race with Respect guidance, Club rules or other relevant processes.

## **15. Review**

This policy will be reviewed annually by the VSCC Board, or sooner if:

- Motorsport UK updates its safeguarding policy or procedures.
- There is a relevant change in legislation or statutory guidance.
- A safeguarding case identifies lessons for the Club.
- The Club's activities, structure or risk profile change materially.

## **16. Related documents**

This policy should be read alongside:

- Motorsport UK Safeguarding Policy.
- Motorsport UK Safeguarding Children Procedure.
- Motorsport UK Safeguarding Adults Procedure.
- Motorsport UK Low Level Concerns Procedure.
- Motorsport UK Race with Respect guidance.
- Motorsport UK Sexual Harassment Policy and Procedure.
- FIA Safeguarding Policy, where applicable.
- VSCC rules, codes of conduct and event documentation.