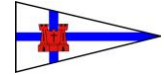




# Lough Erne Yacht Club



Gublusk, Ballinamallard  
Co. Fermanagh BT94 2LW  
Email: [info@leyc.net](mailto:info@leyc.net) Web: [leyc.net](http://leyc.net)  
Tel 028 6638 8432



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## Good Practice Guidelines

### **Instructors, Coaches and All Volunteers**

This guide only covers the essential points when working with children and young people.

It should be read with the Lough Erne Yacht Club Child Protection Policy and Procedures which are available in the Club Office and on the Club Website.

- Avoid spending any significant time working with children in isolation
- Do not take children alone in a car, however short the journey
- Do not take children to your home as part of your organisation's activity
- Where any of the above are unavoidable, ensure that they only occur with the full knowledge and consent of someone in charge of the organisation or the child's parent/s or guardian.
- Design training programmes that are within the ability of the individual child
- If a child is having difficulty with a wetsuit or buoyancy aid, ask them to ask a friend to help if possible.
- If you do have to help a child, make sure you are in full view of others, preferably another adult.

You should never:

- Engage in rough, physical or sexually provocative games.
- Allow children to use inappropriate language or use such language yourself when with children
- Make sexually suggestive comments to a child, even in fun.
- Fail to respond to an allegation made by a child.
- Do things of a personal nature that a child can do for themselves.

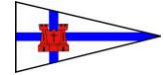
### **NOTE**

It may sometimes be necessary to do things of a personal nature for children particularly if they are very young or have a disability. These tasks should only be carried out with the full understanding and consent of the child (where possible) and their parent/s or guardians. In an emergency situation which requires this type of help, parents or guardians should be fully informed. In such situations it is

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important to ensure that any adult present is sensitive to the child and undertakes personal care tasks with the utmost discretion.

## **Changing rooms and showers**

It is preferable for adults to stay away from the changing rooms while there are children there.

However bullying etc. can be an issue here, and a balance should be struck depending on the situation.

In general it is better if one adult is not alone.

Extra vigilance may be required if there is public access to the venue.

If it is essential, in an extreme situation, for a male to enter a female changing area or vice versa, it is advised that they are accompanied by another adult of the opposite sex.

## **First Aid & Medical Treatment**

First aid is part of your normal duty of care.

Obtain consent if medication or medical treatment is required in the absence of the parent/guardian.

## **Photography**

Publishing articles and photographs in club newsletters, websites and papers etc. is an excellent way of recognising young people's achievements and promoting the club. It is important to minimise the risk of anyone using images of children in an inappropriate way.

- Before taking photographs or video or allowing others to do so, obtain written consent from the parents/guardians
- Do not allow a photographer to have unsupervised access to young people or to arrange a photo sessions outside the event.
- Consent should be obtained for use of video as a coaching aid.

When publishing images, make sure they are appropriate and that you do not include any information that might enable someone to contact the child.

- It is preferable to use a general shot showing participants on the water, or group shot of the prize winners, without identifying them by name.