

DIVE Rutland

Important Information for Parents/Guardians in relation to Youth Diving: MAY 2010

SAFEGUARDING

DIVE Rutland views enabling children aged 8-18 years old to actively participate in SCUBA tuition, club and diving as both a privilege and a responsibility that we take very seriously.

Our overarching aims in relation to teaching children SCUBA are to:

- Look after the child's health, safety and welfare.
- Ensure appropriate supervision during all instructional activities.
- Whenever possible, meet the child's parents or guardians and share programme goals and objectives.
- Strive to keep parents or guardians involved and informed through verbal reports and updates as often as possible.
- Treat children, parents or guardians with respect and equality.
- Honour our commitments made to children.
- Discuss disciplinary problems with parents or guardians.
- Not engage in inappropriate contact with children.
- Respect children's right to privacy and intrude only when their health and safety demand.
- Whenever possible, ensure two adults are with children at all times.

All staff are encouraged to demonstrate excellent role model behavior to promote children's welfare. The following are common sense examples of good practice that we adopt:

SCUBA tuition, by its nature, demands high regard to safety of the student diver. There are likely to be instances where our instructional team is required to manually support or manipulate young divers to help them to remain safe, benefit or perform a certain aspect of diving tuition. Where this support is required, it is provided openly.

It may sometimes be necessary for us to do things of a personal nature for children, particularly if they are young or have disabilities. These tasks should be only ever carried out with the full understanding and consent of parents or guardians and the children involved. We are responsive to a child's reactions, if a child is fully dependent on us to help them to achieve a task, we talk with them about what we are doing and give them choices where possible.

Parents or guardians must accompany their children throughout all training activities, provide associated transport to and from diving and be able to supervise dressing and undressing. For underwater training, parents or guardians are provided the opportunity to accompany (in donning SCUBA for certified divers) or mask/snorkels for non-diving parents. Non-swimming parents are encouraged to consider whether they would wish another adult (friend or relative) to take up this supervision opportunity.

- Parents/guardians must accompany children in changing rooms and all other situations as part of the course/club structure.
- We are always public when working with children, avoiding situations where we and the child are completely unobserved by parents or guardians and others.
- We encourage an open environment (no secrets)
- We never engage in rough, physical or provocative games
- We never share a room with a child
- We never allow or engage in any form of inappropriate contact
- We never ignore allegations made by a child
- We never do things of a personal nature for children they can do for themselves
- We never invite or allow children to stay with us unsupervised
- We do not transport children
- If we accidentally hurt a child, or if a child seems distressed in any manner or seems to misunderstand or misinterpret something we have done we report this to parents as soon as possible and to other colleagues as well as make a brief written note of it.

Photography, Filming and Publication

Where children themselves or others in the environment are using underwater photography or filming equipment we openly seek prior permission from interested parties. For example, our pool may be used by a diver undertaking a photography course whilst your child is being trained. In this instance we will seek your permission as the parent/guardian that this can be undertaken and act on any concerns you have.

Where appropriate:

- We ask for the child's permission to use his or her image
- We avoid using children's names (first name or surname) in photograph captions
- If the child is named, we avoid using his or her photograph.
- We only use images of children in suitable dress and context to reduce the risk of inappropriate use. Images within the context of diving and related activities focus on the overall activity.
- We are diligent in public places for unauthorised filming or photography of children.
- We store all authorised images/film safely and securely.

First Aid

Our instructional team are Emergency First Response (or equivalent) trained and most are also qualified in Care for Children. Emergency First Response First and Secondary Care for Children training is available from our team if you would like to improve or refresh your own skills. We always carry first aid kits, oxygen and communication devices. Pool and open water sessions are risk assessed along with emergency action plans. In the unlikely occurrence, we record injuries (via the PADI Incident Report Form) and maintain this log at the dive center. A parent or guardian will be informed of all injuries to minors, and what first aid treatment was administered. Medical assistance for all emergencies is sought without delay.

Forms

All our programmes require various forms to be completed and signed according to the course type and age of participant. Parents/guardians need to ensure that these forms are completed and that medical forms are assessed PRIOR to diving taking place.