



## Safeguarding Policy

MBKC recognises that as an organisation that works routinely with children and young people that attend our practice and race meetings, we have an obligation to safeguard their welfare. This policy and procedures are supplemented by the policies laid out by Motorsports UK the governing body for Motorsports in the UK of which we are a member.

The Full MSUK Safeguarding Policy is available online at

<https://www.motorsportuk.org/the-sport/policies-guidelines/safeguarding/>

**Motorsports UK policy and guidance should be adhered to by all MBKC staff and volunteers during any duties carried out for the Club.**

### **1. Manchester and Buxton Kart Club ["MBKC"] aims and principals:**

- a. Safeguard the welfare of Children and Young People under our care
  - i. Regardless of ability, culture, race, language, religious beliefs, sexuality or gender identity, have equal rights to protection.
- b. Take the approach that safeguarding is everyone's responsibility. All staff and volunteers have a responsibility to respond positively to any concerns, suspicion or disclosure that may suggest a child or young person is at risk of harm.
- c. Provide Staff and Volunteers with the correct information to allow them act in accordance with MBKC and MSUK's safeguarding aims.
- d. Staff and volunteers classed as being in a regulated activity with children will be subject to appropriate safer recruitment checks.
- e. Provide training opportunities for staff and volunteers to further their training and understanding of safeguarding.
- f. To appoint a Child Protection Officer as appropriate.

### **2. MBKC will endeavour to:**

- a. To treat children and young people with respect and dignity
- b. Listen to what a child or young person is saying
- c. Provide an encouraging environment
- d. Ensure that every competitor 17 years and younger is accompanied by a parent or guardian
- e. Be vigilant at all times
- f. Uphold club rules and regulations aimed at keeping children safe.

### **3. Parents and Guardians attending MBKC events**

- a. Are responsible for the welfare of their child and the children around them.
- b. The Safeguarding Officer will address any issues raised regarding the conduct of parents, with both their or other children present.
- c. Expects all parents and guardians to ensure that young children remain under direct supervision at all times.
  - i. The use of bikes, scooters and such like, is prohibited while the circuit is live.
  - ii. The circuit is not a play area even when the circuit isn't running children and young people should be actively discouraged from playing on the circuit.

### **4. Photography**

- a. MBKC will only allow photographs and video to be taken for professional purposes by the Clubs Associate Photographer and authorised live stream company.
- b. MBKC reserves the right to decline entry to anyone who unable to abide by our rules and regulations regarding the use of photographic equipment for professional gain included self-promotion on social media.
- c. Competitors, parents or guardians and teams should restrict use the use of photographic equipment to their own drivers and paddock areas. To ensure the safeguarding of children and young people on site.

- d. Any person that wishes not to be shown in any photographic medium for the promotion of the Club on associated website and social feeds. Should contact the Competition Secretary directly via email.

## 5. Procedures

- a. Any and all concerns that are raised with the Club [Club representatives] will be recorded.
- b. The person reporting the incident or concern will be asked to give their details for the record and the name of any other witnesses present.
- c. The Clubs representative will complete a Motorsports UK Safeguarding Report Form and if necessary refer the matter to the appropriate external agencies.
- d. If the Child or Young person is believed to be in immediate danger, the Police will be called on 999.
- e. Strict confidentiality will be adopted at all times and information regarding the concerns or disclosures of abuse will only be given on a 'need to know' basis.

## 6. Bullying Policy

- a. To protect the rights of all children to have a safe and secure environment, MBKC will continuously work towards preventing acts of bullying, harassment, and other forms of aggression and violence as these behaviours are unacceptable.
- b. If concerns in relation to bullying arise, MBKC Board and Officers will work closely with Motorsport UK's Head of Safeguarding and the Compliance Officer and participants to ensure the anti-bullying guidelines laid out in this policy are followed.
- c. All forms of bullying will be acted upon. Everybody in motorsport has a responsibility to work together to stop bullying and all participants must seek to:
  - i. Identify children/adults displaying unacceptable or harmful behaviour
  - ii. Identify indicators of concern in relation to children who may be impacted by these behaviours
  - iii. Intervene and respond effectively to concerns in line with Motorsport UK policy and practice guidance to support young people who are the subject of concerns to participate in motorsport effectively and positively
  - iv. Promote an environment where participants feel safe, included, happy and confident
- d. Definition of bullying  
 Bullying is behaviour that hurts someone else. It includes name calling, hitting, pushing, spreading rumours, threatening, or undermining someone. It can happen anywhere – at school, at home or online. It is usually repeated over a long period of time and can hurt a child both physically and emotionally.  
 A bully is defined as someone who deliberately sets out to hurt another person on more than one occasion. All children have upsets and squabbles; these are not classed as bullying and are dealt with through the Club's Codes of Conduct.
- e. Definition of cyber-bullying  
 Cyber-bullying is the use of technology such as mobile phones, email, chat rooms or social media sites such as Facebook and Twitter to harass, threaten, embarrass, intimidate, or target a child/adult. Unlike physical bullying, cyber-bullying can often be difficult to identify and evidence as the cyber-bully (the person responsible for the acts of cyber-bullying) can remain anonymous when threatening or causing distress to others online.  
 This may encourage them to behave more inappropriately or aggressively than they might face-to-face.
- f. Reporting, sanctions, and monitoring
  - i. How to report bullying Procedures The following steps must be taken when dealing with incidents of bullying:
  - ii. If bullying is suspected or reported, the incident will be dealt with immediately the member of staff who has been approached, or who suspects/observed the bullying must report to the CSO immediately
  - iii. A clear account of the incident will be recorded in writing either by the victim or the member of staff recording the victim's verbal statement
  - iv. The CSO will interview all concerned and will record the concerns
  - v. Parents will be kept informed by the CSO
  - vi. Staff will be kept informed and asked to monitor the situation
  - vii. A range of sanctions will be used as appropriate and in consultation with all parties concerned. These sanctions could include verbal or written warnings, suspensions from activity within Motorsport UK's Permitted Events and Venues and in the event of persistent bullying, permanent bans.
  - viii. Where appropriate the CSO will inform Motorsport UK's Head of Safeguarding who may inform the Police.
  - ix. Motorsport UK has set procedures to follow in implementing sanctions where a bullying incident has occurred. As described above, sanctions are applied in appropriate proportion to the event. In the event all other avenues have been exhausted, or in particularly serious cases that have lead to

suspension, Motorsport UK will examine the evidence that a wide range of strategies had been tried and failed to affect a positive change in the bullying behaviour.

- g. Further information is available on the Motorsports UK Bullying policy is available online at <https://www.motorsportuk.org/wp-content/uploads/2020/08/2021-03-17-Motorsport-UK-Anti-Bullying-Policy.pdf>

## **7. SOCIAL MEDIA POLICIES**

- a. Please see social media policy as laid out by MSUK <https://www.motorsportuk.org/wp-content/uploads/2020/08/2021-03-17-Motorsport-UK-Social-Media-Policy.pdf>