

## VIDEO CALLS GUIDANCE POLICY

This policy applies to all members of Southampton Canoe Club, it has been developed in line with guidance from British Canoeing and the Child Protection in Sport Unit (CPSU)

These safeguarding measures are designed to protect both our club and junior paddlers.

### Principles for video calls involving U18's:

- Use an audio call rather than video where possible or appropriate.
- If using a video call, ensure the call is hosted in an open, communal living space and request paddlers to take their call in an open, communal living space. Participants should be able to choose to participate with the video option disabled.
- Be professional, use appropriate language and keep the conversation on topic.
- Ensure parents / carers and paddlers are informed and know what to expect, be clear about the purpose of the call in advance.
- All parents / carers should be welcome to join the video call if they wish to.
- Video calls should not be mandatory - paddlers can opt out and parents / carers can opt out on their child's behalf. Opting out should not be stigmatised; alternative solutions should be considered to keep the junior engaged in squad activity.
- You should not take, or allow others to take screenshots or recordings of any kind without consent.
- For U16's, written, informed consent should be obtained from the parent / carer before offering either group or 1:1 video calls. When obtaining consent, you should specify the purpose of the call, who will be involved, when it will happen, and explain that video calls are not mandatory.
- If the video call is designed to deliver a session, ensure you have considered how any risk will be assessed / managed in light of the specific needs of the group.
- If you have any concerns regarding the behaviour of anyone on a video call, this should be challenged without delay and the call terminated if appropriate.
- Parents / carers and paddlers should have the details of the Club Welfare Officer (CWO) and understand they can speak to their CWO if they have any concerns.

### 1:1 Video Calls

- 1:1 video calls are not recommended for U18's without a parent / carer present. However, if 1:1 meetings are part of an athlete's training plan, ensure the above principles are adhered to.
- If offering 1:1 video calls, be sure they are offered fairly to all members of the club/squad.

### Group Video Calls

- Ensure all squad members are invited to the call to avoid anyone feeling excluded
- If paddlers are able to interact throughout the call, consider how this is monitored and moderated. Consider setting 'Ground Rules'.
- Where a group call involves U16's, a minimum of one additional responsible adult must join the call, (i.e. volunteer, parent / carer, another coach)

This policy will be reviewed annually.

Signed \_\_\_\_\_ Chairman