



Safeguarding and Child Protection Policy and Procedures

INTRODUCTION

Cottingham Leisure Limited (trading as Cottingham Parks which incorporates Cottingham Parks Golf and Leisure Club, Cottingham Equestrian Centre and Skidby Lakes Golf Club) is an organisation which is committed to ensuring that its activities are within a safe environment in which children and young people involved can thrive and flourish, whilst having a fun, safe and positive experience.

Cottingham Leisure Limited recognises its responsibility to safeguard children's and young people's welfare and wellbeing by protecting them from poor practice, abuse and bullying. This policy, and supporting procedures, set out a framework to fulfil our commitment to good practice and the protection of children and young people in our care.

All club activities for young people operate to the highest possible standards and our child protection policies and procedures apply to everyone, whether paid or unpaid. Everyone has a responsibility e.g. staff, volunteers, members, PGA professionals, instructors and coaches.

Our professional golf coaching staff are members of the Professional Golfers' Association, our swimming instructors and fitness instructors are all members of governing bodies in their specific fields. Cottingham Leisure Limited recognises the policies of these National Governing Bodies, eg England Golf Safeguarding Children and Young People Policy and Procedures, and the ASA swim association wavepower.

Cottingham Leisure Limited acknowledges its duty of care to safeguard the welfare of all children (defined as those under 18) involved in all activities within the company. All children have a right to protection, and have their particular needs taken into account.

Cottingham Leisure Limited will therefore endeavour to ensure the safety and protection of all children involved with the club through the Child Protection guidelines adopted by the management of the company. It is the responsibility of all adults within the company to assist the management in this endeavour.

POLICY AIMS

To provide children with as far as is reasonably practical appropriate safety and protection whilst in the care of the company and also help them to enjoy their experience with the activities they will partake in.

To reassure parents that their children will receive the best practicable care possible whilst participating in activities within the company

To provide support to staff and volunteers to make informed and confident responses to specific child protection issues and to fulfil their role effectively

Cottingham Leisure Limited will work in partnership with parents to review and implement child protection and welfare procedures. Cottingham Leisure Limited's policy and procedures are based on the above principles and UK and international legislation and government guidance and take the following into consideration.

Any subsequent legislation relating to child protection would implicitly be incorporated into this document.

COMPANY OBJECTIVES

Provide a safe environment for children and young people participating in sporting activities and try to ensure that they enjoy the experience.

Ensure robust systems are in place to manage any concerns or allegations. All staff and volunteers working within the company have a responsibility to report concerns to Cottingham Leisure Limited's Welfare and Safeguarding Officer (WSO).

Staff, volunteers, instructors, members and visitors will be supported to understand their role and responsibility, with regard to the duty of care and protection of children and young people.

Staff, volunteers, instructors will receive appropriate education and training about best practices and to make informed and confident responses to specific safeguarding issues and fulfill their role effectively. This will be recorded on a training matrix on the secure server.

Ensure that children and their guardians are informed and consulted and, where appropriate, fully involved in decisions that affect them.

Reassure guardians that all children and young people will receive the best care possible whilst participating in club activities and communicate Policy and Procedure to them through website/letter/consents.

Code of conducts will be rolled out to staff, parents/guardians and volunteers so clear guidance given and policies will be available for viewing on the website or on request at the club.

RESPONSIBILITIES, IMPLEMENTATION AND COMMUNICATION

Cottingham Leisure Limited will seek to promote the principles of safeguarding children by: Ensuring their Safeguarding and Child Protection Policy will be available to all members, parents, staff, volunteers and participants.

Ensuring this Policy is reviewed every three years by management, or whenever there is a major change in legislation, and amend as appropriate. Guidance from other UK governing bodies will be sought as part of the review process.

Using appropriate recruitment procedures to assess the suitability of volunteers and staff working with children and young people in line with guidance from other national governing bodies.

Following National Governing Body procedures to report concerns and allegations about the behavior of adults and ensuring that all staff, volunteers, parents and children are aware of these procedures.

Directing staff, volunteers and instructors to appropriate safeguarding training and learning opportunities, where this is appropriate to their role.

Taking responsibility for ensuring that the policy and procedures are implemented, including taking any appropriate disciplinary action necessary.

Ensuring Cottingham Leisure's WSO has responsibility for responding to any allegations, concerns or child protection incidents, passing information to the appropriate National Governing Body Lead Child Protection Officer and informing management and the appropriate staff.

Communicating to guardians that they have a responsibility to work together with Cottingham Leisure Limited in implementing procedures and providing their children with the necessary information to safeguard themselves.

Conducting risk assessment of club activities with regard to safeguarding and take appropriate action to address the identified issues within suitable timescales.

RECRUITMENT AND TRAINING

Cottingham Leisure Limited will endeavour to ensure that all volunteers and staff working with children and young people are appropriate and suitable to do so, and that they have all the information they require to undertake their job effectively and appropriately.

Each role which involves an element of responsibility with regard to children, particularly those involving the regular supervision of children, whether voluntary or paid, should be assessed by the recruiting body to establish which qualifications, checks and other requirements are necessary

All staff, volunteers and instructors will be offered access to appropriate child protection training. Cottingham Leisure Limited recommends attendance at a UK Coaching Safeguarding and Protecting Children (SPC) workshop and will as far as is reasonably practical ensure that all volunteers and staff who have significant contact with children attend. An online UK Coaching refresher course should be completed and repeated every three years for those involved in "Regulated Activity."

All staff, volunteers and instructors working with children and young people will be asked to read and become familiar with this Safeguarding Policy and associated Procedures.

All staff, volunteers and instructors involved with children and young people will be asked to read the Code of Conduct for Adults working with Children and Young People relevant to their role, and sign to indicate their understanding and agreement to act in accordance with the code. The code is linked to the Cottingham Leisure Limited's Disciplinary Procedures. Cottingham Leisure acknowledges the additional vulnerability of some groups of children (e.g. disabled, looked after children, those with communication differences and will so ensure that the environment is appropriate for the child, and tailored to their needs so that they have a positive experience of their sport without risk of harm.

COMPLAINTS, CONCERNS AND ALLEGATIONS

If a player, guardian, member of staff or volunteer has a concern about the welfare of a child, or the conduct of another child/young person or an adult (whether they are a guardian, instructor, member, or otherwise), these concerns should be brought to the attention of the WSO without delay. The person reporting the concern is not required to decide whether abuse has occurred, but simply has a duty to pass their concerns and any relevant information to the Welfare and Safeguarding Officer. Please refer to Flowcharts 1 and 2 for further details (see below). In the absence of the WSO please see the contact list for further details.

All concerns will be treated in confidence. Details should only be shared on a "need to know" basis.

Concerns will be recorded on a Safeguarding Incident Report Form and the Early Help and Safeguarding Hub (EHaSH) at East Riding Council contacted for advice. The form will be retained confidentially within the Club within their incident report system. Cottingham Leisure Limited will work with all the relevant agencies to take appropriate action where concerns relate to potential abuse or serious poor practice.

Cottingham Leisure Limited disciplinary procedures will be applied and followed where relevant

In the event of a child making a disclosure of any type of abuse, the following guidance is given:

Reassure them that they have done the right thing to share the information.

Listen carefully

Do not make promises that cannot be kept, such as promising not to tell anyone else

Do not seek to actively question the child or lead them in any way to disclose more information than they are comfortably able to: this may compromise any future action. Only ask to clarify your understanding where needed e.g. Can you tell me what you mean by the word xxxxx?

Record what the child has said as soon as possible on an incident report form.

Do not notify the guardians unless you have first sought advice from the Early Help and Safeguarding Hub (EHaSH) at East Riding Council. Telephone: (01482) 395500.

If the EHaSH is not available and a delay cannot be justified then seek advice from the local the Police, the LADO (the Local Authority Designated Officer) or the NSPCC. (Useful contacts page 13)

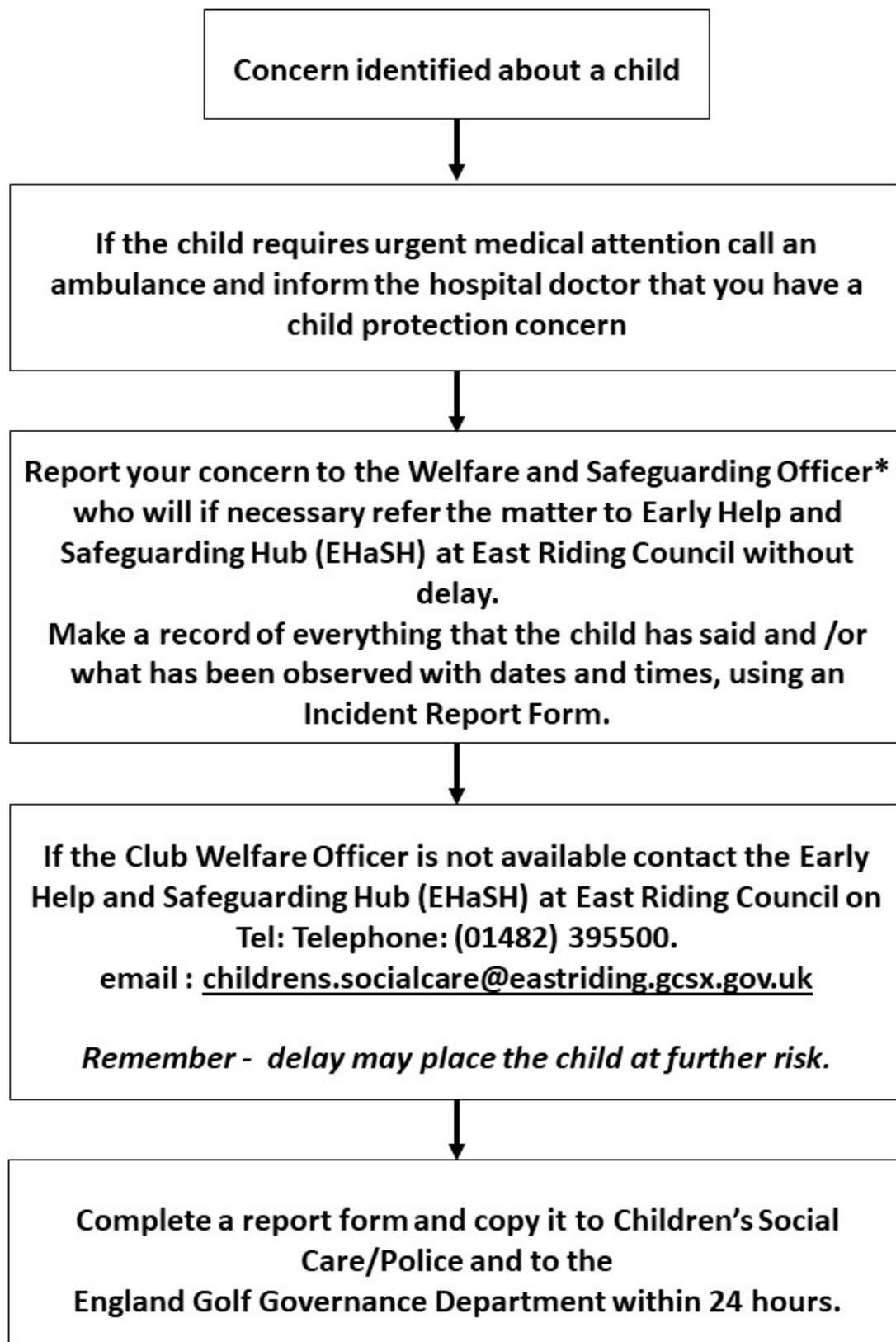
The NSPCC Helpline is available to discuss concerns regarding poor practice and abuse in confidence with members of the public who need support. Those with concerns are encouraged to use this service. The Helpline number is 0808 800 5000.

Safeguarding children and young people requires everyone to be committed to the highest possible standards of openness, integrity and accountability. Cottingham Leisure Limited supports an environment where staff, volunteers, parents/carers and the public are encouraged to raise safeguarding and child protection concerns. Anyone who reported a legitimate concern to the organisation (even if their concerns subsequently appear to be unfounded) will be supported.

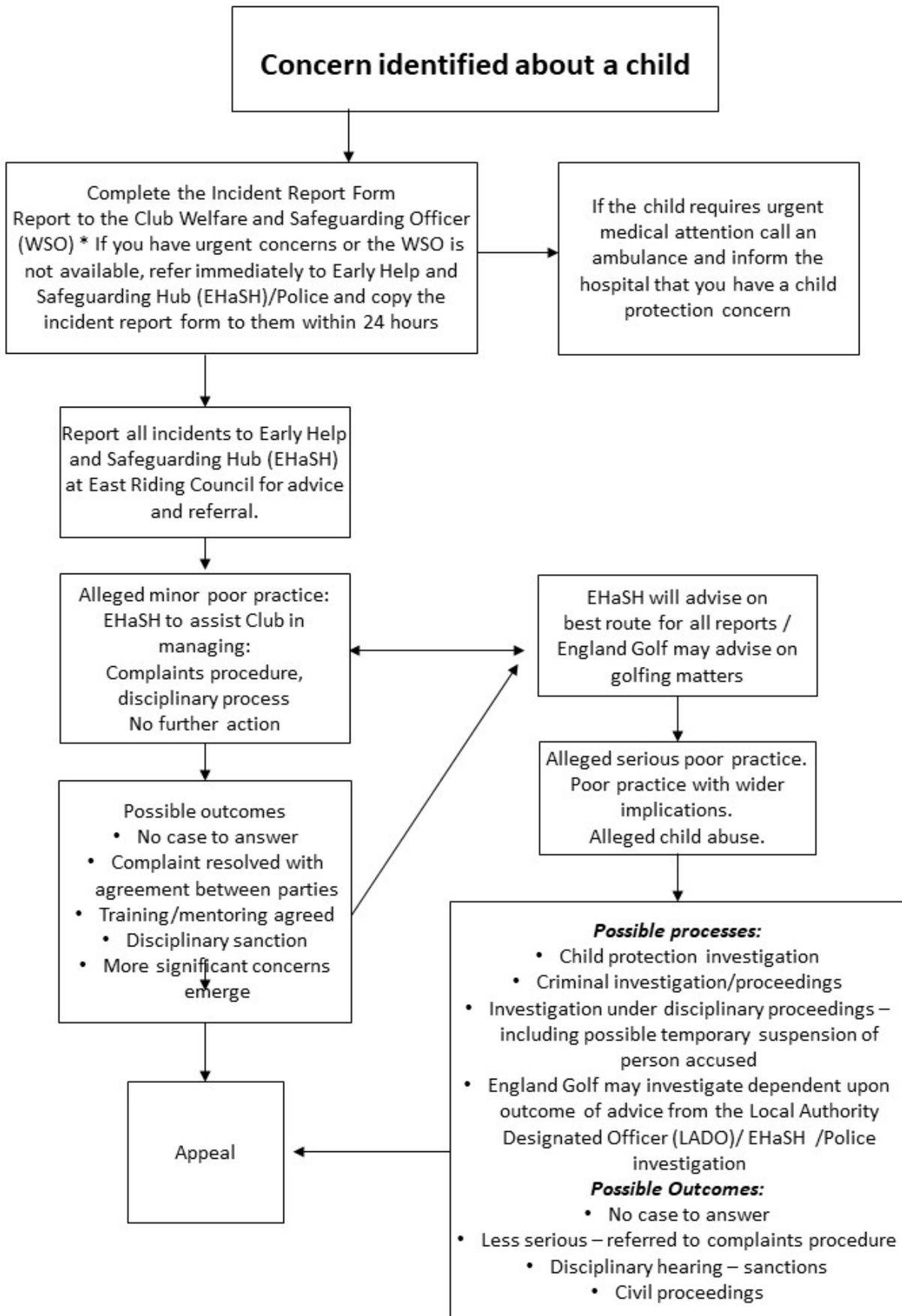
Please refer to the company Whistleblowing Policy for more guidance on concerns, claims or incidents.

FLOWCHARTS

NO 1: What to do if you are worried about what is happening to a child outside of the Club (but the concern is identified through the child's involvement in Cottingham Leisure Limited)



NO 2: What to do if you are worried about the behaviour of any member, guardian, volunteer, staff, instructor or visitor to Cottingham Leisure Limited



EMERGENCIES AND ACCIDENTS/ INCIDENTS

Accident/incident reporting for juniors under 18 years old require a separate form and the following procedure:

In the event of an accident, the following procedure should be followed by the club or organisation:

Produce (photocopy) 2 copies of the Accident reporting form for ALL accidents involving juniors

Make contact with parents/guardians offer copy of accident form on collection of child for their reference.

One copy of form to welfare officer

One copy to designated person for record keeping/action required responsible for club health and safety

Contact emergency services/GP if required.

Record in detail all facts surrounding the accident, witness's etc.

Any further action.

Sign off on any action required from senior management officer, and stored in a secure office,

Parental Consent Forms will be obtained and retained by the Cottingham Leisure Limited for all children who are participating in events or activities, or attending coaching, organised by the club. These forms will be treated in confidence and only shared with those who require the information they contain to perform their role effectively. (Junior Profile and Parental Consent Forms)

These forms enable those responsible for children and young people to have the information they need to deal effectively with any emergency situation that arises. Although information obtained on these forms must be treated as confidential (and only given to those who need it to fulfil a duty of care for the child), it is also critically important this information is readily to hand during activities and events.

In the event of a child requiring medical attention or sustaining an injury during activities: Event organisers should always have up to date contact details and information regarding any relevant medicals conditions.

If a child needs medical attention this must be arranged immediately, and guardians will be contacted as soon as possible in the case after this.

In the event of failure to contact parents, the alternative emergency contacts will be used.

The consent form will be consulted to establish whether parents have given their consent for a club representative to act in loco parentis.

An adult club representative will accompany the child to seek medical attention, if appropriate, ensuring that they take the consent form with them.

A record of the action taken will be made via the Company Accident Reporting System and retained by a club representative and the relevant Incident/Accident form completed and submitted to the Health and Safety Advisor within 24 hours.

If a child sustains an injury during a club activity the guardians should be informed as soon as possible.

GUIDELINES SUPERVISION FOR GOLF

During coaching sessions, instructors and coaches should conduct a risk assessment to inform decision making about appropriate supervision levels. Regardless of the recommended ratio of adults to participants, it is recommended that a minimum of two adults should be present. This ensures at least basic cover in the event of something impacting on the availability of one of the adults during the activity.

Guardians may be encouraged to stay for classes/coaching/competitions and other events where their children are of an age where greater levels of parental supervision are required.

Wherever possible adults will avoid changing or showering at the same time as children, but parents will be made aware that with limited changing room space there will be occasions when adults and children may need to share the facilities.

Guardians should be aware that NO children should be left at Cottingham Leisure limited unsupervised as the club cannot accept supervisory responsibility for children / young persons. . Parents must remain with the child until the class commences, and in site for the duration of the class. Please also be aware that if your child is not old enough to go to the toilet on their own in the facility you will be required to stay nearby should this situation arise as the instructor can not leave the group for toilet trips.

Unsupervised time whilst playing golf for the older juniors:

As a general rule, you should not allow youngsters (under 11s) unsupervised free time. You should always inform parents if there will be times when youngsters will be unsupervised, and must have signed the junior profile form to agree to this in advance. If using remote supervision, the group leader must ensure that everyone understands the ground rules and is adequately equipped to be unsupervised. Time limits should be clear to everyone and not too long. Youngsters should not be on their own, but in groups of at least three.

They should know:

Where and how to contact a member of staff

Where they are going what time they are expected back

They should have:

An understanding of any areas that are out of bounds

At least one mobile phone between members of each group. It may help for one or two members of staff to establish an informal group base (such as in a reception or café), so that they are easily available and young people can check in with them

Cottingham Parks Golf policy and rules **must be read in conjunction with individual golf policy adopted through England Golf and there Safe golf regulations see additional document **

Regular competitions that involve juniors and adults playing together will be played in three or four balls.

In a drawn singles knock out match (2 players) where a junior has been drawn to play against an adult the parent or guardian will need to be made aware so that they may either give permission for the match to go ahead or arrange for a nominated person to accompany the match in a supervisory role.

Golf lessons that are on a one to one basis on the driving range are monitored by cctv and the parent/guardian must agree to meet the junior back in the range just before the end of the lesson so as to comply with the clubs late collection policy

Golf lessons which are on the course on a one to one will be in compliance with PGA golf safeguarding rules and have written consent from the parent.

Group golf lessons taking part on the course or range will all be carried by using a register so that all children are suitable account for once returned to the agreed collection point.

Cottingham Parks Transportation policy:

Private cars and arrangements will NOT be used to transport children, (under the age 18) unless this involves parents carrying their own children and any other children by private agreement with another parent – rather than at the requestor on behalf of the club member, staff member or a parent.

GYM

No one under the age of 16 years is permitted to use the Gym without prior arrangement and agreed signed consent form Cottingham Leisure and a parent or guardian who will be responsible for supervision at all times

All juniors joining 17 years and under will need a parent or guardian sign their PAR Q form to verify their medical history and their awareness of them joining Cottingham Parks.

GROUP EXERCISE AREA

No one under the age of 16 is allowed to use the Group Exercise Area unless attending a specific class. Parents must remain with the child until the class commences, and in site for the duration of the class. Please also be aware that if your child is not old enough to go to the toilet on their own in the facility you will be required to stay nearby should this situation arise as the instructor can not leave the group for toilet trips.

A register will need to be signed on collection of the child please notify in advance if this is not going to be the same person collecting the child so instructor has full details.

No classes will accommodate a single child. In such circumstances, the presence of a parent is welcomed in order to ensure the class is fulfilled.

SWIMMING POOL

Please refer to Cottingham Leisure's *Pool Safety Operating Procedures (SP011)* (including Normal Operating Plan & Emergency Action Plan) for full details of permitted access to the poolhall and associated areas.

STEAM ROOM, SAUNA AND SPA

Children under the age of 16 may NOT use the steam room, sauna or spa unsupervised. Children under the age of 12 may NOT use the steam room, sauna or spa under any circumstances.

CAFÉ BAR

No one under the age of 16 years is permitted in the Café Bar area unaccompanied.

MISSING CHILD

It is hoped that no child will ever go missing from Cottingham Parks. If they do, remember that most children are found within a few minutes of their disappearance. However, if a child for whom Cottingham Parks has responsibility for goes missing, the following guidelines have been devised to clarify the actions that should be taken.

Ensure the other young people in your care are looked after appropriately while you organise a search for the missing young person.

Inform the young person's parents if they are present at the event, or nominate an appropriate person to telephone them and advise them of the concern. Reassure them that you are doing all you can to locate their child.

Divide up all the available responsible adults into areas to be searched. It is best to take a short time to organise the search properly so that all places are searched fully.

Search the area in which the child has gone missing, including changing rooms, toilets, public and private areas and Cottingham Parks grounds.

Request all those searching to report back to you or to a nominated adult at a specific location and time.

This nominated person should also be making a note of the events, including a physical description of the young person including approximate height, build, eye colour, hair colour and style as well as the colour, brand and type of clothing he/she was wearing, and where he/she was last seen, as this will be required by the police. If the search is unsuccessful you should then report the concern to the police.

A REPORT SHOULD GO TO THE POLICE NO LATER THAN THIRTY (30) MINUTES AFTER THE YOUNG PERSON'S DISAPPEARANCE IS NOTED, EVEN IF THE SEARCH IS NOT COMPLETE.

The police may recommend further action to be taken before they get involved; you should follow any guidance they provide.

If the police decide to act upon the concern, follow their guidance in respect of further actions to take, if any.

At any stage of the investigation, if the young person is located, ensure that you inform all adults involved including the parents, searchers and police if they are already involved.

Refer the concern as soon as possible to the ASA Child Safeguarding Team.

GOOD PRACTICE GUIDELINES

Behaviour of adults and children

Adults who work with children are placed in a position of trust in relation to children, and therefore it is important they behave appropriately and provide a strong positive role model for children, both to protect children and those working with children from false allegations of poor practice. Codes of conduct will be issued to junior members and adults working with them to promote good practice.

Cottingham Leisure Limited requires that all staff and volunteers working with children and young people adhere to the standards set out in the Code of Conduct relevant to their role. Similarly, children are expected to follow their own Code of Conduct to ensure the enjoyment of all participants and assist the club in ensuring their welfare is safeguarded.

Guardians should also work together with the Club to ensure that the welfare of all children is safeguarded. A Guidance for Guardians of Children and Young People is provided to assist them in understanding how they can best assist the club.

Adults and Children taking part in activities together

One of the reasons for the popularity of leisure activities is that it is not always restricted by ability, age or gender. Responsible interaction between adults and children helps bring mutual respect and understanding and will be encouraged as part of club activities. Adults should always be aware however that age related differences do exist and conduct themselves in a manner that both recognises this and prioritises the welfare of any children involved.

Sexual Activity

Within sport, as within other activities, sexual relationships do occur. All sports organisations should therefore be aware of the law relating to sexual behaviour and should develop and promote guidelines relating to sexual activity. These guidelines should address sexual activity both between children and young people and between adults and young people. Sexual activity between children/young people involved in activities at Cottingham Leisure Limited should be prohibited during club events, on Club premises, or at social activities organised by Cottingham Leisure Limited. Inappropriate or criminal sexual behaviour committed by a young person may lead to disciplinary action in accordance with the National Governing Bodies.

Sexual activity between staff, volunteers, instructors and adult members and young people (16+) involved in the activities at Cottingham Leisure Limited should be prohibited when the adult is in a position of trust or authority. Inappropriate or criminal sexual behaviour committed by an adult should lead to suspension and disciplinary action in accordance with guidance from Cottingham Leisure's policies and National Governing Body guidance. Sexual activity between adults and children under the age of 16 is a criminal act and immediate action must be taken to report it.

Collections

It is important that there is clear guidance in place if a parent is late to collect a child from the agreed location. Where a parent is late in collecting their child, the following procedure will apply:

Attempt to contact the guardian using the contact details on the Parental Consent Form.

Attempt to contact the first, then the second emergency contact nominated on the Consent Form.

Wait with the young person(s) at the venue with, wherever possible, other staff/volunteers or parents.

If no one is reachable, contact the Club's WSO for advice (or her deputy if not available)

If all attempts to make contact fail, consideration should be given to contacting the police or the Early Help and Safeguarding Hub (EHaSH) for their advice.

Staff, volunteers and coaches should NEVER:

Take the child or young person home or to another location without consent from the guardian.

Ask the child or young person to wait in a vehicle or the Club with them alone.

Send the child or young person home with another person without permission from their guardian.

For further advice and guidance see the more extensive late collection policy advice document

Participants with disabilities

Children or young people with disabilities should have the same rights and opportunities as others involved in sport to have fun and be safe. Their particular vulnerability to abuse or

Information relating to Cottingham Leisure's policies and procedures should be fully accessible to children and young people with communication difficulties.

Specialist training or advice should be sought by staff, volunteers, members, PGA professionals, instructors and coaches that involve children/young people with disabilities in sport. For example, when staff need to guide blind or partially sighted children, training will help ensure that they use the most appropriate methods. If training is not available, ask the child for advice or seek the advice of guardians.

When children with disabilities are lifted or manually supported, the individual child should be treated with dignity and respect. Relevant Health and Safety guidelines must be followed to ensure the safety of the child and those assisting. Staff, volunteers, members, PGA professionals, instructors and coaches should seek appropriate training if this requirement become necessary.

Photography/ Videoing

Permission will be sought from parents prior to the publication or use of any video or photographic images of their child, for instance in newspapers, websites or for coaching purposes. The personal details of the child will not be used in any promotional material. (Photography Consent Form)

Any press/official photographers attending events will be required to seek permission from the club before taking photographs and also permission of parents to use the images. (Photography Policy)

These photographs will only be used with permission from the child's guardian and will only be stored on Cottingham Leisure Limited's safe and secure computer server, which is password protected. Such photographs will be deleted once the child has left Cottingham Leisure Limited, or at the specific request of the child's guardian.

Social Media

Social media provides unique opportunities for the club to engage and develop relationships with people in a creative and dynamic forum where users are active participants. It is important that all staff, volunteers, coaches, officials/referees, board members, or anyone working on behalf of the club are aware of the club Social Media policy (Social Media Guidance and policy)

Anti-Bullying Procedures

We believe that every effort must be made to eradicate bullying in all its forms. Bullying can be difficult to define and can take many forms which can be categorised as;

Physical – hitting, kicking, theft

Verbal – homophobic or racist remarks, threats, name calling

Emotional – isolating an individual from activities or a group

All forms of bullying include;

Deliberate hostility and aggression towards an individual(s)

A victim who is weaker and less powerful than the bully or bullies

An outcome which is always painful and distressing for the victim

Bullying behaviour may also include;

Other forms of violence

Sarcasm, spreading rumours, persistent teasing

Tormenting, ridiculing, humiliation

Racial taunts, graffiti, gestures

Unwanted physical contact or abusive or offensive comments of a sexual nature.

The Club and its Staff, Volunteers and Coaches will not tolerate bullying in any of its forms during club matches, competitions, coaching or at any other time while at the club. (Anti-Bullying Policy)

Cottingham Leisure Limited will:

Provide a point of contact where those being bullied can report their concerns in confidence – The Club WSO.

Take the problem seriously.

Investigate any and all incidents and accusations of bullying.

Talk to bullies and their victims separately along with their parents/carers.

Impose sanctions where appropriate

Keep a written record of all incidents referred to England Golf and the action taken.

Have discussions about bullying and why it matters.

Confidentiality and Data Protection

Cottingham Parks requires membership data to assist with the effective running of the club's activities and the regulation of club rules. We may contact members from time to time in order to monitor membership satisfaction and to seek improvements to the activities and services that are offered. Junior members will NEVER be contacted directly.

Membership details including name, address and date of birth are held for each junior member. Where permission is required from a guardian, their name and address details will also be recorded.

In line with 2018 General Data Protection Regulations no third party will be permitted by Cottingham Parks to contact members direct without prior permission being obtained from the members concerned. No third party will be permitted to use membership data for any purpose which may impact on the legal rights or welfare of the members, without the express permission of the individuals concerned.

Data however, will be shared with appropriate agencies in relation to matters associated with health and safety and child protection in accordance with current legislation.

Personal details of all members and young visitors are kept in files in the main office and on Cottingham Leisure's membership database which is backed up to a secure server.

Changing rooms

The changing rooms at Cottingham Leisure Limited are used by all members and visitors. Parents will be made aware that adults use the changing rooms throughout the day for changing and showering. Where a guardian does not consent to their child accessing the changing rooms, it is their responsibility to either supervise the child while in the changing rooms or ensure that they do not use them.

When children and young people use changing rooms as part of an organised event, they should be supervised by two members of staff. Adult staff should not change or shower at the same time using the same facilities. For mixed gender activities, separate facilities should be available for boys and girls.

If a child feels uncomfortable changing or showering in public, no pressure should be placed on them to do so. Instead, they should be encouraged to shower or change at home.

If children/young persons with disabilities use your club, make sure they and their guardians/carers are involved in deciding how they should be assisted. Ensure they are able to consent to the assistance that is offered.

Staff Ratios

Staff/participant ratios should be based on the age of the children involved, the degree of risk the activity involves, and whether there are disability needs. The lower the age of the participants, the greater the need for supervision. If the activity is mixed gender, male and female staff should be available. Specific ratios for swimming is provided in the Cottingham Leisure's Pool Safety Operating Procedures (SP011). If required a specific sports governing body will be able to provide specific guidance on other activities.

This policy is complied and implemented with the clubs equality and diversity policy which is added below:

Cottingham Parks is committed to treating everyone equally regardless of their age, level of ability or disability, gender (including gender reassignment), marital or civil partnership status, pregnancy or maternity, race, religion or belief, sexual orientation or any other relevant characteristic.

Cottingham Parks will ensure that equality is incorporated in all aspects of its activities and also recognises and adopts the Sport England definition of Equality and Diversity in sport:

- Developing a culture that enables and values everyone's full involvement
- Creating an environment in which everyone has opportunities to play, compete, officiate, coach, volunteer and run community sport.
- Overcoming potential barriers for those wishing to play sport, particularly if they are from groups who are currently underrepresented in sport.

Cottingham parks is committed to ensuring that everyone has the right to enjoy sport in an environment free from the threat of discrimination, intimidation, harassment or abuse.

All members of the organisation have a responsibility to challenge discriminatory behaviour and to promote equality of opportunity.

Cottingham Parks will deal with any incidents of discriminatory behaviour seriously, in accordance with the organisation's disciplinary procedures.

Approved by: J E Wiles

File Location: U:\safeguarding 2019