



County of Worcester Archery Association Reporting Policy

Safety (shooting)

In the event of an incident that compromises safety, the responsible person (e.g. Field Captain, Judge, Lead Coach) should be informed as soon as the danger has been mitigated.

In the event that the situation cannot be fully resolved on the spot (or the responsible person feels that information needs to be disseminated to a wider audience) then a brief report should be submitted to the CWAA Secretary for consideration by the committee.

Safeguarding:

If an incident occurs that may have safeguarding implications then the matter should be brought to the attention of an appropriate official without delay. These are (in order of preference) the CPO of the host club, any qualified archery coach, any CPO from the list of CWAA CPOs (available on the committee page of the CWAA website).

Failing the above, or if the event appears serious in nature, then immediately call the police on 999 and ask for the Child Protection Team.

In all cases the Archery GB reporting form should always be completed promptly & appropriately. The County Secretary should be informed, but only to the effect that there has been an incident, and that it is being dealt with in the prescribed manner.

Remember that confidentiality is key, and that the matter should not be mentioned or referred to in any way, by any person, other than as described above.

Code of conduct breaches

In the event of any breach of the codes of conduct covering an event, the person in charge (e.g. event organiser, Field Captain, Judge, Lead Coach) should be informed immediately.

In the event that the situation cannot be fully resolved on the spot (or the responsible person feels that information needs to be disseminated to a wider audience) then a brief report should be submitted to the CWAA Secretary for consideration by the committee.

If the CWAA committee feel that further action is required, or if the person 'in breach' is a coach or a judge, then they will pass the matter on to Archery GB.

Consideration by the committee

The CWAA committee does not have any disciplinary powers. They are not required to apportion blame, or seek redress. Any situation that requires these features should be forwarded to the salaried professionals at Archery GB.

The deliberations by the committee will only seek to examine the robustness of their procedures and guidelines, enhance the future running of archery in Worcestershire, and provide help and support (where appropriate) to its members.

Contacts:

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