

Triton Training Limited	System of Work	PAGE ISSUE DATE DATE REVIEW	1 of 8 Seven 06/01/2025 06/01/2026
TITLE: Safeguarding Children and Adults		APPROVED BY: Directors	

1. Safeguarding Policy

Triton Training is committed to safeguarding and promoting the welfare of children, young people and adults and ensuring all legal requirements are met.

This policy is in addition to the Swim England Wavepower online document and Swim England Code of Ethics.

2. Policy aim and purpose

Triton Training aims to maintain the highest possible standards which meet social, moral and legal obligations to protect and safeguard the welfare of children, young people and adults. Through promotion of this policy, Triton Training will ensure that this policy is available to all learners. Safeguarding and promoting the welfare of children and adult is everyone's responsibility and you should consider, at all times, what is in the best interests of the child or adult.

Definition of safeguarding

There are many aspects that are considered within safeguarding. These are clearly defined in the following two statutory guidance documents.

- Keeping Children Safe in Education
- Working Together to Safeguard Children
- Human Rights Act 1998
- Mental Capacity Act 2005
- Care Act 2014
- Care and Support Statutory Guidance 2014
- Data Protection Act 2018
- UK General Data Protection Regulations

These are available online and the most recent documents must be viewed. These are updated by the government when there are changes to how safeguarding is to be managed effectively.

To summarise safeguarding is:

- Where a child is suffering significant harm, or likely to do so, action should be taken to protect that child. (Section 47 and 44 of the Children Act 1989)
- Where action should be taken to promote the welfare of a child in need of additional support, even if they are not suffering harm or at immediate risk. (Section 17 of the Children Act 1989)

A child is defined as under the age of 18 years.

An Adult at Risk is an individual aged 18 years and over who:

- a. has needs for care and support (whether or not the local authority is meeting any of those needs); and
- b. is experiencing, or at risk of, abuse or neglect; and
- c. as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

This list is not exhaustive.

3. Specific Safeguarding Concerns

Specific safeguarding concerns are detailed within the following documents:

- Keeping Children Safe in Education
- Working Together to Safeguard Children
- The Care Act 2014

It is essential that all those that work with children and adults are fully aware of these documents. They list the responsibilities of the various key stakeholders, detailing who and what to do in the case of a safeguarding concern. Rather than replicate this in this policy document Triton Training require all key stakeholders to ensure they meet the requirements of these statutory documents fully. This will be reviewed as part of the annual centre review process with the awarding bodies and at all other possible opportunities.

The specific safeguarding concerns noted in Keeping Children Safe in Education include:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Bullying including cybercrime
- Children missing from education
- Child missing from home or care
- Child sexual exploitation (CSE)
- Child Criminal Exploitation (CCE)
- Child-on-child sexual violence and sexual harassment
- Serious violence
- Domestic abuse
- Drugs
- So-called 'honour-based' abuse (including Female genital mutilation (FGM) and Forced marriage)
- Gangs and youth violence
- Gender-based violence/violence against women and girls (VAWG)

- Mental health
- Private fostering
- Preventing radicalisation
- Relationship abuse
- Sexting
- Modern Slavery (including trafficking)
- Upskirting
- Children who are lesbian, gay, bi, or trans (LGBT)
- Children with special educational needs and disabilities or health issues

4. Safeguarding Adults

Triton Training courses offer excellent opportunities for people to train, try new things, make friends and improve their skills. For young people, they are places where appropriate and trusting relationships with adults outside the family or school are developed. Such relationships of trust should be used appropriately to support and advise young people, and to demonstrate the positive values of sport through role modelling.

However, sport can also provide opportunities for adults with an interest in harming children to target and abuse them through their role as a coach, volunteer or paid employee. This also includes educators. Abusers often take steps to ensure they are perceived by others as respectable, reliable and trustworthy people. Research tells us that the vast majority of abusers are well known to the child and their family, often holding positions of trust or authority.

The important thing is to understand that this can and does happen. At some level most abusers know what they are doing is wrong and harmful, so develop distorted views about appropriate behaviour to justify their actions.

If you suspect that someone is abusing a child or using abusive/inappropriate behaviour or language reporting the abuse may not be something you want to consider. Especially if the alleged abuser is a friend or colleague. Your initial reaction may be to dismiss it or try to prove it is not true. But it's vital that you report your concerns. By not reporting your concerns it could mean that the abuse will continue.

There are many reasons why adults do not report their concerns, but you should never let anything stop you from protecting someone.

It is not your responsibility to decide whether or not someone is being abused or to undertake investigations, but it is your responsibility to act if you have any concerns.

Barriers to responding and reporting.

Disbelief

- Conflict of interest
- Communication difficulties
- Grooming
- Fear of getting it wrong

- Lack of knowledge
- Position of power
- Reporting systems
- Not knowing who to contact
- Not wanting to get involved
- Fear of consequences
- Not seeing anybody else doing anything
- Feeling vulnerable

Grooming other adults

Successful abusers groom not only the child but also the adults around the child. By grooming the adults around the child, developing a reputation of respectability, helpfulness or popularity, the abuser makes it more difficult for the child to disclose abuse, or for adults (who trust and may know the individual well) to accept even the possibility the allegations could be true.

If in doubt, report

You can contact the NSPCC helpline on 0808 800 5000 where you can discuss your concerns with a helpline counsellor. You do not need to say who you are but you can talk about your worries and a helpline counsellor can advise what they think should happen next. You can also contact your Local Authority Designated Officer (LADO) or:

Speak to one of the teams below depending on the course you are on:

- Swim England Safeguarding team
- STA Safeguarding team
- RLSS Safeguarding team
- YMCA Safeguarding team

1. In cases which allege harm to a child, potential criminal acts, child abuse or allegations against an individual in a position the organisation must refer directly to statutory agencies such as Police, MASH, Children's Social Care and the Local Authority Designated Officer (LADO). Statutory Agencies will follow procedures under the Children's Acts 1989 and 2004 and the Government Guidance Working Together to Safeguard Children (2018) to determine next steps.

2. In cases where there is an allegation or concerns that any person who works or volunteers with children has:

- Behaved in a way that has harmed a child, or may have harmed a child;
- Possibly committed a criminal offence against or related to a child;
- Behaved towards a child in a way that indicates they may pose a risk of harm to children.

Triton Training will refer to the Local Authority Designated Officer (LADO) also known as the Designated Officer (DO). Discussion with the LADO/DO must take place within one (1) working day of the allegation

/ concern being raised. The LADO or DO will advise next steps to be taken following referral in accordance with Working Together to Safeguard Children (2018).

The NSPCC helpline is available 24 hours a day, 365 days a year and is free to call from landlines and most mobile networks.

Don't wait until you're certain. If you're not sure, run it by someone and they can assess the situation and advise you further. You might be wrong, but you could be right and sharing your concerns can help to keep the child safe.

Remain anonymous.

When you make contact, you do not need to say who you are or how you know the child of concern if you do not wish to.

If you do provide information that may identify you, we may need to pass this on to children's services. But we would always ask them not to share it with the alleged abuser or the family.

Everyone working with children and vulnerable adults has a responsibility for keeping them safe. If you have concerns about the safety or welfare of a child or vulnerable adult, it is your responsibility to act.

5. Further detail specific to Triton Training for Swim England Qualifications

Approved Training Centre requirements must:

- Have a fully operational safeguarding policy and procedure
- Utilise only Educators who hold a current Swim England license
- Ensure all those involved understand their safeguarding responsibilities fully including the Swim England Code of Ethics, Wavepower and Keeping Children Safe in Education
- Provide a safe environment for learners
- Have effective processes in place so all concerns, discussions and decisions made, and the reasons for those decisions, are recorded in writing.

Educators Must:

All Educators must hold a current Swim England license. As part of the licensing scheme and relevant to safeguarding, the tutor/assessor will:

- Complete a Disclosure and Barring Service (DBS) check (previously referred to as a CRB) and update this every three years or sign up to the DBS update service.
- Complete a Swim England approved safeguarding course and update this every three years
- Read, understand and abide by the Swim England Code of Ethics, Wavepower and Keeping Children Safe in Education.

6. Updates of Procedure

This policy and its procedures will be reviewed annually to ensure it remains fit for purpose and reflects the legal obligations for the safeguarding of children and vulnerable adults.

Issue No.	Written, Checked and Approved	Date of Issue	Action by
1	Written, Checked and Approved	09/05/2019	Krystal Buckley
2	Written, Checked and Approved	01/01/2020	Krystal Buckley
3	Written, Checked and Approved	01/01/2021	Krystal Buckley
4	Checked and Approved	01/01/2022	Krystal Buckley
5	Checked and Approved	01/01/2023	Krystal Buckley
6	Amended and Approved	06/01/2024	Krystal Buckley
7	Amended and Approved	06/01/2025	Krystal Buckley

7. Internal Documents & Forms

1. Appendix 1 Triton Training Contact Details Form
2. Appendix 2 Triton Training Incident Report Involving A Child Or Adult

8. Sources of Information

1. NSPCC Helpline 0808 800 5000 - <https://www.nspcc.org.uk/>
2. Swim England Wavepower
<https://www.swimming.org/swimengland/wavepower-updated-version/>
3. Keeping Children Safe in Education
4. The Care Act 2014
5. Working Together to Safeguard Children
6. Human Rights Act 1998
7. Mental Capacity Act 2005
8. Care and Support Statutory Guidance 2014
9. Data Protection Act 2018
10. UK General Data Protection Regulations

Appendix 1

Lead Safeguarding Officer (LSO)

Name: Krystal Buckley

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Contact Number: 07468410477

Deputy Safeguarding Officer (DSO)

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We are committed to reviewing our policy and good practice annually.

The logo for Triton Training is a large, light blue circle. Inside the circle, the words "TRITON" and "TRAINING" are written in a bold, white, sans-serif font, stacked vertically. Below the text, there is a stylized wave graphic in shades of light blue and white, suggesting water or a sea. The overall design is clean and professional.

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Appendix 2 – INCIDENT REPORT INVOLVING A CHILD OR VULNERABLE ADULT

The most senior non-implicated employee member in the vicinity must complete the following report:

Date **Time** **Location:**

Name of person taking the report	
Name of child, young person or vulnerable adult	
Age	
Home address (if known)	
Date of Birth	
Name/s, address, telephone number and e-mail of legal guardians (if known)	
Name, address, telephone number and e-mail of person reporting the incident	
Relationship of person reporting the incident to individual involved (if any)	
Is the person making the report expressing their own concerns, or passing on those of someone else? Record details	
What has prompted the concerns? Include dates, time of any specific incidents	
Has the child, young person or vulnerable adult been spoken to? If so, what was said?	
Has anybody been alleged to have abused or engaged in an inappropriate way with the child, young person or vulnerable adult? If so, record details	
Who is this report being passed on to so that appropriate action is taken, both internal to Triton Training Ltd and external authorities	
Has anyone else been consulted? If so, record details	
Describe the action taken to resolve the matter recorded in this report	