

The following applies to British Canoeing and its Home Nation associations.

| Identified Group | Minimum Required Training | | | |
|--|--|--|---|---|
| | ONLINE | FACE TO FACE | | |
| (Children are defined as Under 18) | Paddlesafe Online Safeguarding Course or equivalent ² | UK Coaching Safeguarding and Protecting Children ¹ or equivalent ² | NSPCC Time to Listen Workshop/ In Safe Hands (Scotland) | Other (CPSU/ Children 1 st) |
| Coaches/ Leaders/ Instructors | | | | |
| Coach/ Leader/ Instructor working with children. | | ✓ | | |
| Coach/ Leader/ Instructor <u>no contact</u> with children. | ✓ | | | |
| British Canoeing Coach Tutors | | ✓ | | |
| Regional & Area Coaching Reps | | ✓ | | |
| Award & Qualification Providers working with children. | | ✓ | | |
| Award & Qualification Providers <u>no contact</u> with children. | ✓ | | | |
| Clubs and Volunteers | | | | |
| Volunteers working regularly with children | | ✓ | | |
| Designated Welfare Officer/ Safeguarding Children Officer (E.g. Club, Centre, Event, Trip) | | ✓ | ✓ | |
| Event Officials | ✓ | | | |
| Individuals who hold contact details of children e.g. membership database. | ✓ | | | |
| Squad/ Team/ Trip Manager or Lead | | ✓ | | |
| British Canoeing and Home Nation Committees | | | | |
| British Canoeing and Home Nation Board Members | ✓ | | | Board Training |
| Committee – Identified Safeguarding representative | | ✓ | | |
| Committee Members | ✓ | | | |

Table continues overleaf

| | | | | |
|--|---|---|---|---|
| British Canoeing and Home Nation Case Management Group | | ✓ | ✓ | Risk Assessment and Case Management Training ³ |
| British Canoeing and Home Nation Staff ⁴ | | | | |
| Office Staff | ✓ | | | |
| Coaching Staff | | ✓ | | |
| Development Officers | | ✓ | | |
| Safeguarding Lead | | ✓ | ✓ | Lead Officer Training |
| HR Staff | | ✓ | | Safe Recruitment Training |
| Safeguarding/ Compliance Staff | | ✓ | ✓ | |
| Safeguarding Tutors | | ✓ | | Tutor Training and Re-Orientation |

¹ **UK Coaching Safeguarding and Protecting Children Online Renewal** can be accepted as a refresher/ renewal course if the face to face basic workshop has been completed within 5 years. It cannot be used as a substitute for the initial face to face course.

² Equivalent Training can be accepted- please refer to [SPC-G14](#) Equivalent Child Protection Training. For Northern Ireland- accepted course includes NSPCC Safeguarding Children and Young People.

³ Equivalent Training for Case Management Group (CMG) will be accepted at the discretion of the CMG Chair.

⁴ All staff roles are reviewed to consider appropriate level of training, therefore the training requirements for some roles may differ from those listed.

Disclosure and Barring Service Checks- England and Wales

Use the DBS Guidance Flowchart [SPC- G29](#) and or [GOV.UK DBS Tool](#) to determine who requires a DBS check for their role.

AccessNI Disclosure Checks- Northern Ireland

If you require an AccessNI check download the [AccessNI Application Form and Guidance](#) document that will fully explain how to make an application. Further information can be found [here](#).

PVG Scheme- Scotland

If you have been asked to complete a PVG form by your club, please refer to the guidance and information on the Scottish Canoe Association website [here](#).