

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)	British Canoeing's Introduction to 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, website, social media	✓			
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	✓			
British Canoeing and Home Nation Case Management Group		✓	✓	Risk Assessment and Case Management Training ³

Table continues overleaf

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](#).