

# G27 – Interim Suspension of Individuals Pending an Investigation



*The policies and guidelines referenced within this document are those of British Canoeing. For Home Nation specific policies, please refer to the relevant Home Nation's websites.*

## Guidance for Individuals

This guidance document explains the procedure following the issue of an Interim Suspension from the British Canoeing Safeguarding Case Management Group.

### **Receipt of British Canoeing Interim Suspension Letter**

If you have been issued with an Interim Suspension by British Canoeing it is because we have received information which raises significant concerns and needs to be investigated further. However it is important to note that the Interim Suspension is a **neutral act to protect all parties**, does not indicate guilt, and should not be construed as a sanction.

The investigation into the allegation or concern will be carried out by British Canoeing or an appropriate individual appointed by British Canoeing. The outcome of the investigation will be assessed by the British Canoeing Safeguarding Case Management Group.

Please read the Interim Suspension letter which accompanies this guidance document carefully as it explains what activities you are prohibited from participating in for the duration of the investigation. In most cases this will exclude you from all club or centre activities pending the outcome of the investigation.

You are required to return a signed copy of the letter to British Canoeing as quickly as possible as this assures us that you understand the terms of your Interim Suspension, but should you fail to do this, it will not prevent the suspension from being applied.

### **Support during the Investigation**

The Safeguarding Support Officer is available to provide impartial telephone support and advice to you throughout the investigation. The Support Officer will be neutral to the case and will not be the designated contact for the individual(s) who have raised the concern/ allegation nor will they be a member of the Case Management Group who will be assessing the case.

- **British Canoeing Safeguarding Support Officer: Keith Hampton - 07740 820113**

### **Club/ Centre Notification**

All attempts will be made to keep information as confidential as possible. British Canoeing will only share information about your Interim Suspension on a 'need to know' basis. This may include, but is not restricted to, the Welfare Officer, Club Chair/ Centre Manager. The individuals at the club/ centre who are contacted will be asked to ensure confidentiality is maintained at all times. It is important to note that in some circumstances in order to ensure the Interim Suspension is effective and complied with, it may be necessary to tell a wider group of people. Your assistance in this matter will often assist in how wide a circulation is necessary.

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## Police or Statutory Agency investigation

If an Interim Suspension has been issued because of an ongoing Police/ Statutory Agency investigation or if during the course of the British Canoeing investigation it is deemed necessary to involve the Police/ Statutory Agency, British Canoeing will be unable to proceed with their investigation until a conclusion is reached. This may take some time; often many months. During this time your Interim Suspension with British Canoeing will remain in place and will be regularly monitored by the British Canoeing Safeguarding Case Management Group.

## British Canoeing Investigation

If there is no Police/ Statutory Agency involvement or if their investigation has reached a conclusion, British Canoeing will undertake their own investigation and whilst every effort is made to complete these as quickly as possible it can take time to gather information. As part of this process, you may be asked to meet with representatives of the British Canoeing Safeguarding Case Management Group. This will allow you the opportunity to answer and address the concerns which have led to your Interim Suspension. Your Interim Suspension will remain in place during this time.

## Conclusion of Investigation

Once the British Canoeing Safeguarding Case Management Group has concluded their investigation a decision will be reached about your future involvement in the sport.

If the British Canoeing Safeguarding Case Management Group decides to lift the Interim Suspension, you (and your club/ centre) will be informed and you will be able to return to your usual club or centre activities. There may be conditions to the lifting of a suspension, such as completing additional training or other action prior to being able to resume usual activities. However, independently from British Canoeing, the club or centre are at liberty to consider their own Disciplinary Action if they deem it necessary.

Alternatively, if the British Canoeing Safeguarding Case Management Group deem that you present a risk of harm to children and/or adults at risk, they may issue you with a permanent or time limited Suspension and/or commence Disciplinary Action.

## Contacts:

- **British Canoeing Safeguarding Team:** [safeguarding@britishcanoeing.org.uk](mailto:safeguarding@britishcanoeing.org.uk) or 0115 8655354
- **British Canoeing Safeguarding Support Officer:** Keith Hampton – 07740 820113