

Greystones Sailing Club Supervision for Non-Syllabus Activity Policy

1. Purpose

The purpose of this policy is to ensure that all **non-syllabus activities** involving children and young people at Greystones Sailing Club (GSC) are **appropriately supervised**, safe, and consistent with **Irish Sailing safeguarding, training, and safety guidelines**.

Non-syllabus activities are recognised as having increased safeguarding and safety considerations, and therefore require clear structure, supervision, and approval.

2. Scope

This policy applies to:

- All junior sailors under 18 years of age
- Instructors, assistant instructors, volunteers, and safety boat crew
- Activities that take place **outside the formal Irish Sailing syllabus**

Examples of non-syllabus activities include (but are not limited to):

- Games and icebreakers
- Shore-based activities
- Free sailing or play sessions
- Team building activities
- Social or end-of-day activities
- Waiting periods before or after sailing
- Events, regattas, or club activities involving juniors outside scheduled course content

3. Responsibility

- The **Senior Instructor** has overall responsibility for supervision during non-syllabus activities.
- Dinghy Instructors are responsible for the direct supervision of their allocated group.
- All adults involved must:
 - Be Garda Vetted where required
 - Have completed appropriate safeguarding training
 - Be familiar with GSC safeguarding policies

4. Approval of Non-Syllabus Activities

- All non-syllabus activities must be:
 - Age-appropriate
 - Risk assessed
 - Approved by the Senior Instructor
- Activities must align with the club's values of:
 - Safety
 - Inclusion
 - Respect

- Enjoyment

5. Supervision Ratios

- Supervision ratios will meet or exceed **Irish Sailing recommended standards.**
- Ratios will be adjusted where:
 - Younger or less experienced sailors are involved
 - Participants have additional needs
 - Activities involve water access, physical contact, or off-site movement

At no time should a junior be left unsupervised.

6. Safeguarding Principles

During non-syllabus activities:

- **No one-to-one situations** should occur unless unavoidable and in line with safeguarding guidelines
- Instructors should remain visible and accessible
- Appropriate language and behaviour must be maintained at all times
- Physical contact must be appropriate, necessary, and in the best interest of the child

7. Location and Boundaries

- Clear physical boundaries must be established for the activity.
- Juniors must not leave the designated area without instructor permission.
- Off-site activities require:
 - Parental consent
 - Senior Instructor approval
 - Clear supervision and communication plans

8. Water-Based Non-Syllabus Activities

For water-based non-syllabus activities:

- A safety boat must be available and operational
- Instructors must assess:
 - Weather conditions
 - Sailor ability
 - Equipment suitability
- Buoyancy aids must be worn at all times
- Activities must be stopped immediately if conditions deteriorate

9. Shore-Based Non-Syllabus Activities

For shore-based activities:

- Trainees must be supervised at all times
- Safe access to toilets, shelter, and drinking water must be available
- Quiet spaces should be provided where required
- Behaviour management must be consistent with the **Junior Code of Conduct**

10. Inclusion and Additional Needs

The Harbour, Greystones, Co. Wicklow

- Non-syllabus activities must be inclusive and adaptable.
- Reasonable supports will be provided where required, in consultation with parents/guardians.
- Activities should allow for:
 - Breaks
 - Alternative tasks
 - Choice and flexibility

11. Incident Management

- Any incident, concern, or near miss during non-syllabus activities must be:
 - Reported to the Senior Instructor
 - Recorded in line with the **Accident / Incident Reporting Policy**
- Safeguarding concerns must be reported in accordance with the **Safeguarding & Child Protection Policy**.

12. Communication with Parents/Guardians

- Parents/guardians will be informed of:
 - The nature of non-syllabus activities
 - Any changes to planned activities
 - Any incidents or concerns involving their child

13. Review

This policy will be reviewed annually or following any incident or safeguarding concern related to non-syllabus activities.

Reviewed By:

Mark Hanley – Centre Principal/ Junior Development Officer
Senior Instructor – Robyn Maguire

Date:

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