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Army Parachute Association – Safeguarding Young People Policy

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1. Introduction and Policy Statement

It is the belief of the Army Parachute Association (APA) that all members have the right to stay safe, enjoy themselves, and learn and develop their skills in skydiving. To achieve this, the APA is committed to ensuring that all individuals under the age of 18 (referred to as young people) who take part in skydiving activities are safeguarded from harm.

The APA recognises that skydiving is a high-risk activity that involves positions of trust, authority and physical contact, particularly within instructor–student and tandem relationships. The APA therefore acknowledges its responsibility to understand and manage safeguarding risks specific to the skydiving environment in relation to children and young people.

The APA is committed to providing a safe environment for young people through the development and implementation of effective safeguarding policies, procedures and guidance. This includes making appropriate training available to volunteers and paid staff whose roles require it and promoting a positive culture in which young people are listened to and respected.

The APA works in partnership with the Police, Children’s Social Care Services, British Skydiving and other statutory agencies to ensure concerns are appropriately investigated and young people are protected from harm.

2. Key Safeguarding Principles

The APA is guided by the following safeguarding principles:

- The welfare of the young person is always paramount.
- All young people have the right to protection from abuse, regardless of age, sex, gender, disability, race, religion, sexual orientation or background.
- All allegations of abuse or poor practice will be taken seriously and acted upon promptly in line with these procedures.
- Safeguarding is everyone’s responsibility.
- Confidentiality will be respected, with information shared only where necessary to protect a young person.
- The APA complies with statutory guidance including *Working Together to Safeguard Children* and aligns with British Skydiving and Local Safeguarding Partnership policies.

3. Roles and Responsibilities

Everyone involved with the APA has a responsibility to safeguard young people. This includes instructors, staff, volunteers, parents/carers and members.

Safeguarding Lead

The APA Safeguarding Lead is **Alice Jackson**. The Safeguarding Lead:

- Acts as the main point of contact for safeguarding concerns
- Ensures concerns are responded to appropriately and in a timely manner
- Liaises with British Skydiving Safeguarding & Compliance Manager (S&CM) and statutory agencies where required
- Ensures safeguarding records are stored securely

The Safeguarding Lead does not hold sole responsibility for safeguarding; responsibility rests with all adults involved in the APA.

4. Duty of Care to Junior Members

All APA staff, instructors, adult members and parents/carers have a duty of care to safeguard young people. Safeguarding must be embedded into all activities, with the welfare of young people placed at the centre of decision-making.

To meet its duty of care, the APA will:

- Adopt and implement this policy in full
- Promote a safe, inclusive and non-discriminatory environment
- Ensure safeguarding procedures are clearly communicated
- Appoint a trained Safeguarding Lead
- Adopt the British Skydiving whistleblowing policy
- Ensure appropriate DBS checks and self-disclosure forms are completed

5. Safeguarding Procedures and Good Practice

The APA recognises that safeguarding risks in skydiving may differ from those in other sports due to the nature of the activity. The APA will take proactive steps to identify, understand and mitigate risks specific to the skydiving environment involving children and young people.

Skydiving-Specific Safeguarding Risk Examples

Examples of safeguarding risks relating to children and young people may include, but are not limited to:

- **Power imbalance** between instructors and junior members, particularly during training, AFF progression or tandem jumps
- **Physical contact** required for instruction or safety, which must always be appropriate, explained and proportionate
- **Pressure or coercion** on a young person to jump despite fear, injury, fatigue or emotional distress
- **Isolation risks**, such as one-to-one situations in aircraft, briefing rooms, changing areas or remote landing zones
- **Emotional vulnerability** following incidents, near misses or hard landings
- **Reliance on authority**, where a young person may feel unable to question or challenge an instructor or senior member

All instructors, staff and helpers must remain vigilant to these risks and act in the best interests of the young person at all times.

6. Definitions and Types of Abuse

Abuse is defined as a form of maltreatment of a child or young person. It may involve inflicting harm or failing to act to prevent harm. Abuse may occur within families, institutions, community settings or online.

Types of Abuse

- Physical abuse
- Sexual abuse
- Grooming
- Emotional abuse
- Neglect
- Racism

Abuse can be perpetrated by adults or by other young people and often occurs within relationships of trust.

7. Indicators of Abuse and Self-Harm

Indicators of abuse or self-harm in children and young people may include unexplained injuries, changes in behaviour, withdrawal, fear of particular individuals, anxiety around jumping or training, self-harming behaviour, or a disclosure by the young person or others.

Self-harm is a serious concern and may be a coping mechanism for distress. Any concerns must be reported in line with this policy.

If a young person is at immediate risk, emergency services must be contacted without delay.

8. Managing Safeguarding Concerns

All safeguarding concerns relating to children and young people must be taken seriously and acted upon.

The Three Stages

React – Stay calm, listen carefully, reassure the young person, and do not promise confidentiality.

Record – Make a clear, factual written record as soon as possible, noting dates, times and exact words used where possible.

Report – Report concerns to the Safeguarding Lead and through British Skydiving reporting systems. Where necessary, concerns will be referred to statutory agencies.

9. Confidentiality and Information Sharing

Information relating to safeguarding children and young people will be shared on a strictly need-to-know basis, in line with government guidance on information sharing. Decisions to share information will prioritise the safety and welfare of the young person and will be proportionate, relevant and recorded.

10. Safeguarding Reporting Flowchart

Safeguarding Reporting Process (Children and Young People)

Concern Identified or Disclosure Made



Is the young person at immediate risk?

- **Yes** → Contact emergency services / Police immediately
- **No** → Continue below



React

- Stay calm
- Listen carefully
- Reassure the young person
- Do not promise confidentiality



Record

- Write a factual account as soon as possible
- Record dates, times and exact words used



Report

- Report the concern to the APA Safeguarding Lead as soon as possible



Safeguarding Lead Action

- Assess concern
- Submit report via the British Skydiving *My Concern* online reporting portal
- Liaise with British Skydiving, Children's Social Care Services and Police as required



If the Safeguarding Lead is implicated

- Report directly to the British Skydiving Safeguarding Lead

This flowchart may be displayed as a standalone quick-reference guide and applies to all APA members.

11. Safe Recruitment

The APA is committed to safer recruitment practices, including:

- Clear role descriptions
- Appropriate DBS checks
- Ongoing monitoring and training

- Providing safeguarding information to parents/carers and members upon joining

12. Safeguarding Young People in Skydiving

All those working directly with young people must:

- Treat young people with dignity and respect
- Act as positive role models
- Maintain professional boundaries
- Ensure activities are age-appropriate and safe
- Report concerns promptly

Inappropriate behaviour, abuse of trust or breaches of conduct will not be tolerated.

13. Responding to Safeguarding Concerns

All those working directly with children and young people must:

- Treat young people with dignity and respect
- Act as positive role models
- Maintain clear professional boundaries
- Ensure activities are age-appropriate and safe
- Avoid placing themselves or young people in situations that could give rise to risk, harm or allegation
- Report concerns promptly

Inappropriate behaviour, abuse of trust or breaches of conduct will not be tolerated.

14. Reporting Procedures

The SL will:

- Record all safeguarding concerns clearly and accurately, ensuring a clear distinction is made between fact, opinion and interpretation.
- Act in the best interests of the child or young person at all times. Consent will be sought from parents/carers where appropriate, unless doing so would place the child or another person at risk of harm.
- Submit safeguarding concerns and referrals through the British Skydiving *My Concern* online reporting portal.

- Liaise with British Skydiving, Children's Social Care, the Police, and other statutory agencies as required.

All safeguarding records relating to children and young people will be treated as strictly confidential, stored securely, and shared only on a need-to-know basis in line with data protection and safeguarding legislation.

15. Review and Monitoring

This policy will be reviewed annually or sooner if required by changes in legislation, guidance or organisational practice.

16. Policy Approval, Review and Sign-off

Policy approved by: APA Chief Operating Officer

Signature: M Bayada

Date: 11/02/2026

Safeguarding Lead: Alice Jackson

Date of last review: 28/01/2026

Date of next review: 27/01/2027