

BWPA Safeguarding & Child Protection Policy

Including Children (14+) and Adults at Risk

1. Policy Statement

The British Women Pilots' Association (BWPA) is a membership organisation that supports women who fly or are learning to fly and encourages participation in aviation by women who have yet to try it. Our members are of all ages, experience levels, and backgrounds, united by a shared passion for aviation. BWPA is committed to safeguarding and promoting the welfare of children, young people, and adults at risk. The welfare of all members is paramount in everything we do.

2. Scope

This policy applies to all BWPA activities, events, online platforms, and all members and volunteers.

3. Definitions

Child: Any person under 18 years old. Adult at Risk: An individual aged 18 or over who has care or support needs and may be unable to protect themselves from harm or exploitation.

4. Legal Framework

Our safeguarding approach aligns with UK legislation and statutory guidance, including: Children Act 1989 & 2004 (England); Working Together to Safeguard Children (England); Children (Scotland) Act 1995; Children and Young People (Scotland) Act 2014; Social Services and Well-being (Wales) Act 2014; Children (Northern Ireland) Order 1995; Children's Services Co-operation Act 2015. Further guidance: NSPCC Child Protection System.

5. Roles & Responsibilities

Directors: Provide strategic oversight of safeguarding. Designated Safeguarding Lead (DSL): Manages safeguarding concerns and ensures compliance. All Members: Share responsibility for creating a safe environment.

6. Safer Recruitment

BWPA will implement safer recruitment practices for roles involving contact with children or adults at risk, including DBS checks, reference checks, and safeguarding induction. This includes oversight of digital spaces such as WhatsApp groups.

7. Code of Conduct

We uphold professional standards as pilots, whether flying for leisure or professionally. Most communication occurs digitally, so we ask that members: Maintain professional boundaries; Avoid discriminatory language; Do not link to private social media accounts; Keep communication open—avoid private messaging with members you do not know; Do not add under-18s to adult WhatsApp groups; Ensure under-18 WhatsApp groups are monitored by a safeguarding team member; Report any unsafe practices to the DSL at safeguarding@bwpa.co.uk.

8. Recognising & Responding to Concerns

Report any concerns immediately to the DSL at safeguarding@bwpa.co.uk. If a child or adult at risk is in immediate danger, call 999.

9. Allegations Against Members

Report allegations to the DSL or Chair immediately. If the allegation involves the DSL or Chair, report to another Director or safeguarding team member. The DSL will contact the Local Authority Designated Officer (LADO) within one working day.

10. Information Sharing

Confidentiality will be maintained at all times. Information will only be shared with appropriate agencies in line with safeguarding guidance and data protection legislation.

11. Online Safety

Members should review and maintain secure social media settings. Parental consent is required for images of members under 18. Under-18 members may join dedicated WhatsApp groups monitored by the safeguarding team.

12. Inclusion & SEND

BWPA will provide accessible communication and reasonable adjustments to ensure inclusivity. We will value, listen to, and respect all members; appoint a DSL, Deputy DSL, and a lead trustee for safeguarding; adopt best practice in safeguarding and child protection; provide training and supervision for volunteers; implement safe recruitment practices; maintain secure records in line with data protection law; share safeguarding information with members and families; ensure clear procedures for concerns, allegations, bullying, complaints, and whistleblowing; foster a culture of respect and openness.

13. Quality Assurance & Review

The DSL will report annually to the Directors. Designated Safeguarding Lead (DSL): Jacqui Potts – safeguarding@bwpa.co.uk. Deputy DSL: Jo Sharpe. Chair: Sharon Nicholson. Directors: Annabel Cook, Claire Hatton, Neil O'Brien and Sharon Nicholson