Safeguarding Policy and Procedures

1. Policy Statement

Shorthanded Sailing South Africa (SSSA) is committed to creating and maintaining a safe, inclusive, and positive environment for all participants involved in sailing and association activities.

SSSA recognises its responsibility to safeguard and promote the welfare of:

- Children and young people under the age of 18 years;
- Vulnerable adults;
- Coaches, instructors, officials, employees, volunteers, and members.

The Association adopts a zero-tolerance approach to abuse, neglect, harassment, bullying, discrimination, exploitation, grooming, intimidation, victimisation, and any conduct that may place an individual at risk of harm.

This policy supports and aligns with:

- The Constitution of the Republic of South Africa;
- The Children's Act 38 of 2005 (as amended);
- Protection of Personal Information Act (POPIA);
- South African Sailing (SA Sailing) Safeguarding Policy;
- World Sailing Safeguarding Standards;
- Applicable labour, sporting and criminal legislation.

All SSSA members, employees, contractors, coaches, volunteers, parents, guardians and participants are required to comply with this policy.

2. Purpose

This policy aims to:

- Protect children and vulnerable adults participating in SSSA activities.
- Promote a culture of safety, wellbeing, dignity and respect.
- Establish clear reporting and response procedures.
- Ensure compliance with SA Sailing safeguarding requirements.
- Guide the recruitment, appointment and management of individuals working with participants.
- Support safe coaching, racing, training, educational and social activities.

3. Scope

This policy applies to:

- All SSSA members;
- Association officials and office bearers;
- Trustees and committee members;
- Coaches and instructors;
- Race officials and volunteers;
- Contractors and service providers;
- Parents and guardians;
- Participants attending association programmes.

The policy applies during:

- Association training sessions;
- Coaching activities;
- Regattas and racing;
- Learn to Sail programmes;
- Shore-based activities;
- Camps and tours;

- Social events;
- Online and digital communications;
- Travel associated with association activities.

3.1. Definitions

For this policy:

- **Child or young person** means any person under 18 years of age.
- **Vulnerable adult** means an adult who, because of age, disability, illness, dependence, circumstances or another factor, may be unable to protect themselves from abuse, neglect, exploitation or harm.
- **Safeguarding** means the measures taken to prevent and respond to abuse, neglect, exploitation, harassment and other harm.
- **Safeguarding concern** means any allegation, disclosure, observation, suspicion or information suggesting that a person has suffered, is suffering or may be at risk of harm, or that this policy may have been breached.
- **Abuse** includes physical, emotional and sexual abuse, neglect, grooming, exploitation, bullying, harassment, discrimination and any other conduct causing or risking harm.
- **Regulated activity** means a role or activity involving regular, direct, unsupervised or overnight contact with children or vulnerable adults.
- **Participant** means any person taking part in, attending or affected by a SSSA activity.
- **DSO** means the SSSA Designated Safeguarding Officer.
- **Statutory authority** includes the South African Police Service, the Department of Social Development and any designated child-protection organisation or other authority with legal jurisdiction.

This policy applies to conduct connected with SSSA activities, whether on or off association premises, in person or online, including conduct outside an activity that creates a safeguarding risk within SSSA.

4. Safeguarding Principles

SSSA commits to the following principles:

Welfare First

The welfare of children and vulnerable adults shall always take precedence over sporting or organisational objectives.

Safe Participation

All participants have the right to:

- Be treated fairly and respectfully.
- Participate in a safe environment.
- Be listened to.
- Be protected from abuse and harm.
- Raise concerns without fear of retaliation.

Shared Responsibility

Safeguarding is everyone's responsibility.

All members must:

- Remain vigilant.
- Recognise safeguarding concerns.
- Report concerns immediately.
- Support investigations and follow procedures.

4.1. Governance and Responsibilities

The SSSA Committee retains overall accountability for safeguarding governance and shall:

- Approve this policy and supporting procedures, forms and codes of conduct.
- Appoint a suitably trained DSO and alternate contact, ensure their independence and provide adequate resources.
- Receive at least annual assurance on training, screening, incidents, risks and corrective actions, without unnecessary personal information.
- Ensure safeguarding risks are included in association and event risk management.

The Class Chair shall ensure that protective action is taken when the DSO is unavailable or conflicted and that serious governance failures are escalated to SA Sailing.
Coaches, instructors, officials, employees, contractors and volunteers shall comply with this policy, complete required screening and training, maintain appropriate boundaries, supervise safely and report concerns immediately.
Event and programme leaders shall confirm before each activity that risk assessments, supervision, attendance, emergency contacts, consent, medical information and reporting arrangements are in place.
Parents and guardians shall provide accurate information, follow collection and communication arrangements, support the applicable codes of conduct and report concerns promptly.

5. Designated Safeguarding Officer (DSO)
SSSA shall appoint a Designated Safeguarding Officer (DSO).
The DSO is responsible for:

- Receiving safeguarding concerns.
- Maintaining confidential records.
- Liaising with SA Sailing.
- Referring serious matters to statutory authorities.
- Supporting association members through safeguarding processes.
- Monitoring policy implementation.
- Coordinating safeguarding awareness and training.

Current Safeguarding Officer:
Clinton Gauld
Email: safeguarding@sssa.africa or +27 83 279 1265
The Chall Chair shall appoint an alternate safeguarding contact whenever the DSO has a conflict of interest or is unavailable.
Alternatively reports can be made directly to SA Sailing see details here: - Safeguarding - South African Sailing Association

Useful Contacts
South African Sailing Designated Safeguarding Officer.
Tel: 021 531 1860
Website: www.sailing.org.za
Statutory and Child Protection Services
In an emergency or where reporting is legally required, contact the South African Police Service, the Department of Social Development or an appropriate designated child-protection organisation without delay.
Childline
0800 055 555
Website: www.childlinesa.org.za

6. Safe Recruitment and Screening
All persons appointed to regulated activities or other safeguarding-sensitive roles must complete screening proportionate to the role before appointment and at intervals set by SSSA or SA Sailing.
Required checks shall include, as applicable to the role:

- Verified identity and role application;
- At least two suitable references, including the most recent relevant organisation where practicable;
- Verification of qualifications, licences and experience;
- A signed self-disclosure and Code of Conduct declaration;
- Criminal-record and applicable statutory or safeguarding-register checks where lawful and appropriate;
- Completion of required safeguarding induction and training;

- A documented risk assessment and written approval where any concern or adverse information arises.

No person may commence regulated activity until all required checks have been completed and formally approved. Screening records shall be securely maintained, reviewed when a role changes or a concern arises, and renewed at the frequency required by law, SA Sailing or SSSA procedure.

7. Coaching and Learn to Sail Programmes

As SSSA provides coaching services and intends to conduct Learn to Sail programmes, additional safeguards shall apply.

Coaches and Instructors must:

- Hold recognised qualifications where required.
- Operate within their competency levels.
- Follow SA Sailing coaching standards.
- Maintain appropriate professional boundaries.
- Never engage in abusive, discriminatory or inappropriate conduct.

During Training Activities

The following principles must apply:

- Two-adult supervision whenever reasonably possible.
- Open and observable environments.
- Appropriate instructor-to-participant ratios.
- Emergency contact information available.
- Attendance registers maintained.
- Risk assessments completed.

7.1. Operational Safeguards

- Supervision ratios shall be determined by a documented activity risk assessment, taking account of age, ability, conditions, venue and emergency arrangements.
- One-to-one situations shall be avoided. Where necessary for safety or instruction, they must be observable, time-limited and reported to the activity leader, with parental or guardian knowledge where practicable.
- Participants under 18 shall be released only in accordance with documented collection arrangements. Late collection and unauthorised collection shall be escalated to the activity leader.
- Private transport of a child by one adult should be avoided. Any necessary exception must be authorised, documented and communicated to a parent or guardian.
- Overnight stays, tours and camps require written consent, emergency and medical information, sleeping and supervision arrangements, and an identified safeguarding contact.
- Medication shall be managed only under written arrangements identifying consent, storage, administration and emergency action.
- Electronic communication with children shall use approved, transparent channels and include a parent, guardian or another authorised adult wherever reasonably practicable.
- Every regatta, programme or event involving children or vulnerable adults shall have a safeguarding risk assessment and clearly communicated reporting arrangements.

Any exception required to protect immediate safety must be proportionate, documented and reported to the DSO as soon as practicable.

8. Code of Conduct

All participants must:

- Treat others with dignity and respect.
- Promote inclusion and diversity.
- Avoid bullying, harassment and discrimination.
- Use appropriate language and behaviour.
- Follow instructions relating to safety.

The following are prohibited:

- Physical abuse.
- Emotional abuse.
- Sexual misconduct.
- Grooming behaviour.
- Intimidation or threats.
- Hazing or initiation practices.
- Substance abuse during supervised activities.
- Inappropriate electronic communications.

9. Photography and Social Media

Images and video recordings involving children or vulnerable participants shall only be taken and used responsibly.

SSSA will:

- Obtain appropriate parental consent where required.
- Use images in a respectful manner.
- Avoid publishing personal information alongside photographs.
- Comply with POPIA requirements.

Members must not:

- Distribute inappropriate images.
- Use images for unauthorised purposes.
- Engage in online harassment or cyberbullying.

10. Changing Rooms and Facilities

Adults must respect the privacy of children and vulnerable persons.

Unless there is a genuine safety requirement:

- Adults should not enter changing facilities being used by children.
- One-to-one situations in changing facilities should be avoided.
- Any necessary access should be transparent and accountable.

11. Recognising Abuse

Abuse may include:

Physical Abuse

Deliberately causing physical harm.

Emotional Abuse

Persistent behaviour that harms emotional wellbeing.

Sexual Abuse

Involving a child or vulnerable person in sexual activity, exploitation or grooming.

Neglect

Failure to provide necessary care, supervision or protection.

Bullying

Repeated behaviour causing distress, humiliation or harm.

Discrimination

Unfair treatment based upon race, gender, disability, religion, culture, nationality, sexual orientation or any protected characteristic.

12. Reporting Concerns

Any person who becomes aware of a safeguarding concern must report it immediately and, in all cases, as soon as reasonably practicable. A person need not have proof before reporting.

Reports may relate to:

- Observed abuse;

- Allegations;
- Suspicion of harm;
- Inappropriate conduct;
- Breaches of this policy.

Reports should be made to:

1. The DSO, using the approved Safeguarding Incident Reporting Form where available.
2. The Class Chair or alternate safeguarding contact where the concern involves the DSO or the DSO is unavailable.
3. SA Sailing safeguarding personnel where required by SA Sailing procedures, where the association cannot manage the matter impartially, or where escalation is necessary.
4. The South African Police Service, Department of Social Development, a designated child-protection organisation or another competent authority whenever immediate danger, suspected criminal conduct or a legal reporting duty is involved.

Immediate action

1. Protect the person from immediate danger and obtain emergency or medical assistance where required.
2. Listen calmly, do not promise secrecy, do not confront the alleged person responsible, and do not conduct an investigation.
3. Record the facts promptly in the reporter's own words, including dates, times, persons present and actions taken.
4. Preserve relevant documents, messages, images and other evidence without circulating them unnecessarily.
5. Make the required internal and statutory reports. An internal referral must never delay or replace mandatory reporting to an authority.

A person reporting a concern in good faith will not be subjected to retaliation.

13. Responding to Concerns

On receiving a concern, the DSO or alternate shall:

- Assess immediate safety and arrange proportionate protective measures without prejudging the matter.
- Create a secure case record and acknowledge receipt where appropriate.
- Determine and document required referrals to statutory authorities and SA Sailing, and make them without delay.
- Manage conflicts of interest and restrict information to persons who need it for safeguarding or legal purposes.
- Maintain appropriate contact with the affected person and, where suitable, their parent or guardian.
- Cooperate with statutory and SA Sailing processes and avoid action that could compromise an investigation.
- Review interim measures regularly and document decisions and reasons.
- Close the case only when referrals, protective actions, communications, records and follow-up have been completed, and record lessons and corrective action.

SSSA shall not investigate suspected criminal conduct before notifying the appropriate authorities. Internal fact-finding or disciplinary action shall proceed only when lawful and when it will not compromise an external investigation.

Disciplinary process

Alleged breaches shall be addressed under SSSA disciplinary rules and, where applicable, SA Sailing safeguarding procedures. This may include referral to the SA Sailing Safeguarding Investigations Panel or Disciplinary Tribunal, interim suspension or restricted duties, a fair opportunity to respond, proportionate sanctions and any available

appeal. Where the applicable SA Sailing process prescribes the standard of proof of “comfortable satisfaction”, that standard shall apply.

14. Record Keeping and Confidentiality

Safeguarding records shall:

- Be created promptly, factual, dated and attributable to the person making each entry.
- Be held by the DSO in secure physical or electronic storage with access limited to authorised persons.
- Be shared only where necessary for safeguarding, legal compliance or a fair process, and in accordance with POPIA.
- Be retained for the period prescribed by law, SA Sailing requirements or the approved SSSA retention schedule, taking account of the age of the person concerned and potential future proceedings.
- Be securely disposed of when the authorised retention period expires and no preservation duty applies.
- Be included in applicable data-breach response procedures where confidentiality is compromised.

15. Training and Awareness

SSSA shall:

- Provide safeguarding induction before coaches, instructors, officials, employees and volunteers begin safeguarding-sensitive duties.
- Require role-appropriate training for the DSO, alternate contact, Committee, coaches, programme leaders and others working with children or vulnerable adults.
- Provide refresher training at least every two years, or sooner when required by SA Sailing, law, policy changes, role changes or lessons from an incident.
- Maintain attendance and completion records and prevent persons with overdue mandatory training from performing regulated activity.
- Provide age-appropriate safeguarding information to participants and accessible reporting information to members, parents and guardians.

16. Policy Monitoring and Review

This policy shall be:

- Reviewed annually;
- Reviewed following safeguarding incidents;
- Updated when SA Sailing requirements change;
- Approved by the SSSA Committee.

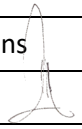
17. Breaches of Policy

Failure to comply with this policy may result in:

- Removal from activities;
- Suspension of duties;
- Disciplinary action;
- Referral to SA Sailing;
- Referral to statutory authorities where appropriate.

Approval

This policy is approved by the Exco of SSSA and applies to all association operations, coaching activities, racing programmes, volunteer activities and future Learn to Sail programmes.

Document owner	SSSA Exco	**Version**	2.0
Approval date	30 October 2026	**Effective date**	1 November 2026
Next review date	1 October 2027	**Class Chair Name**	Matthys Lourens
Approved by	SSSA Exco	**Signature**	

Appendix A SSSA Safeguarding Incident Reporting Form

SSSA Safeguarding Incident Reporting Form	Date: / /

Please fill out the information below to the best of your knowledge. Out of respect for the importance of this issue and to encourage honest and effective reporting, knowingly making a false or vindictive report will not be tolerated and may be a violation of the SA Sailing Rules & Regulations

PERSON BEING REPORTED		
Name: (First) (Last)		
SA Sailing ID # (if applicable):	Gender:	Age (or approx):
Discipline (if applicable):		
Position this individual holds or held: □ Coach □ SSSA Official □ Instructor □ Athlete □ SSSA Volunteer/Race official □ SSSA Staff □ Other _____		
ALLEGED OFFENCE INFORMATION		
Type of offence (check all that apply): □ Psychological Abuse □ Physical Abuse □ Sexual Harassment □ Sexual Abuse □ Neglect □ Other _____		
Location Incident(s) Occurred:		
Date(s) of Alleged Offences:		
Description of Alleged Offences:		
VICTIM OR VICTIMS' INFORMATION		
Name: (First) (Last)		
SA Sailing ID # (if applicable):	Gender:	Age (or approx):
Discipline (if applicable):		
Additional Information:		
INDIVIDUAL(S) WHO MAY HAVE ADDITIONAL INFORMATION		
Name: (First) (Last)		
SA Sailing ID # (if applicable):	Gender:	Age (or approx):
Discipline (if applicable):		
Relationship to Parties Involved: Brief explanation of the additional information (if known):		

REPORT SUBMITTED BY		
Name: (First)	(Last)	
Are you a SA Sailing member?	□ Yes □ No	
SA Sailing ID # (if applicable):	Email:	Phone:
Did you witness the alleged offence (s)? □ Yes □ No		
Relationship to victim: □ Self □ Parent/Guardian □ Other family relation □ Friend/Acquaintance □ Coach/Volunteer □ Prefer not to say □ Other _____		
Signature: _____		

ADDITIONAL INFORMATION
Any other information that you feel would be helpful to an investigation of the alleged offence you have reported:

CONTACT DETAILS OF OTHER ORGANISATION(S), AUTHORITY(IES), COURT(S), AND/OR POLICE (IF APPLICABLE) INFORMATION
If any other organisation(s), authorities, court(s), and/or the police have been informed of the allegations, please provide us with any relevant details:

This form must be marked “Private and Confidential” and submitted without delay to the SSSA Designated Safeguarding Officer.

Clinton Gauld
Email: safeguarding@sssa.africa or +27 83 279 1265

Appendix B – Safeguarding and Child Protection Referral Form

Date and time of incident	
Name and position of person about whom report, complaint or allegation is made	
Name and age of child involved	
Nature of incident, complaint or allegation (continue on separate page if necessary)	
Action taken (continue on separate page if necessary)	
If SAPS, the Department of Social Development, a designated child-protection organisation or another statutory authority was contacted, provide the name, position, contact details and reference number of the person handling the matter.	
Name, organisation and position of person completing form	
Contact telephone number	
Signature of person completing form	
Date and time form completed	
Name and position of organisation's Designated Safeguarding officer or person in charge (if different from above)	
Contact telephone number	

This form should be copied, marked 'Private and Confidential,' to the SSSA Designated Safeguarding Officer

Clinton Gauld
safeguarding@sssa.africa or

Where required, send a copy to SA Sailing and the relevant statutory authority as soon as possible. Completing or forwarding this form must never delay an urgent or mandatory report.

Appendix C – SA Sailing Code of Ethics and Conduct for Instructors, Trainers and Coaches

SA Sailing Code of Ethics and Conduct for Instructors, Trainers and Coaches

Sports training and coaching helps the development of individuals through improving their performance.
This is achieved by:

- Identifying and meeting the needs of individuals.
- Improving performance through a progressing programme of safe, guided practice, measured performance and/or competition.
- Creating an environment in which individuals are motivated to maintain participation and improve performance.

Instructors, Trainers and Coaches should comply with the principles of good ethical practice listed below. They must:

- If working with young people under the age of 18, have read and understood the Safeguarding Policy.
- Respect the rights, dignity and worth of every person and treat everyone equally within the context of their sport.
- Place the well-being and safety of the student above the development of performance. They should follow all guidelines laid down by the sport's governing body and hold appropriate insurance cover.
- Develop an appropriate working relationship with students (especially Children and vulnerable adults), based on mutual trust and respect and not exert undue influence to obtain personal benefit or reward.
- Encourage and guide students to accept responsibility for their own behaviour and performance.
- Hold relevant up to date and nationally recognised governing body qualifications.
- Ensure that the activities they direct, or advocate are appropriate for the age, maturity, experience and ability of the individual.
- At the outset, clarify with students (and where appropriate their parents) exactly what is expected of them and what they are entitled to expect.
- Always promote the positive aspects of their sport (e.g. courtesy to other water users).
- Consistently display high standards of behaviour and appearance.

SSSA safeguarding requirements

- Use transparent, approved electronic communication channels and include a parent, guardian or another authorised adult when communicating with a child wherever reasonably practicable.
- Follow SSSA rules for one-to-one instruction, transport, photography, changing facilities, medication and reporting concerns.
- Report every safeguarding concern immediately to the SSSA DSO and cooperate with protective and disciplinary processes.

I have read, understood and agree to comply with this Code and the SSSA Safeguarding Policy.

Name: _____ Signature: _____ Date: _____
Breaches may result in removal from activities, suspension, disciplinary action and referral to SA Sailing or statutory authorities.

Appendix D - SSSA Reference Request

CONFIDENTIAL

(Name) ..... has expressed an interest

The applicant named above has expressed an interest in working with SSSA in the stated role and has nominated you as a referee. The role may involve access to children and/or vulnerable adults. SSSA is committed to safeguarding their welfare and asks you to disclose any reason for concern about the applicant's suitability for such contact.

If you are happy to complete this reference, any information will be treated with due confidentiality and in accordance with relevant legislation and guidance and will only be shared with the person conducting the assessment of the applicant's suitability, should they be offered the role. We would appreciate you being candid, open and honest in your evaluation of this person.

1. How long have you known this person? .....
2. In what capacity? .....
3. What attributes does this person have which would make them suitable for this role?
   .....
   .....

5. Please rate this person on the following (please tick one box for each question)

	Poor	Average	Good	Very good	Excellent
Responsibility					
Maturity					
Self-motivation					
Motivation of others					
Commitment					
Energy					
Trustworthiness					
Reliability					

6.Do you have any reason at all to be concerned about this applicant being in contact with Children and vulnerable adults or young people?

Please circle YES NO

If you answer "Yes", SSSA will contact you in confidence.

Name: (please print) ..... Tel. No: .....

Signed: ..... Date: .....

Please return this form, marked "Confidential", to the SSSA Designated Safeguarding Officer: safeguarding@sssa.africa.

Appendix E – SSSA Self-disclosure Form

Self-disclosure form for applicants for posts involving contact with Children and/or vulnerable adults.

SSSA is committed to safeguarding Children and vulnerable adults from physical, sexual and emotional harm. As part of our Safeguarding policy, we require applicants for posts involving contact with Children and/or vulnerable adults to complete this self-disclosure form.
Having a criminal record will not necessarily bar you from working with us. This will depend on the nature of the position and the circumstances and background of your offences.

I, _____, ID number: _____ the undersigned

do hereby state the following:

1. Have you ever been convicted of any criminal offences? YES NO

If yes, please supply details of any criminal convictions.

2. Are you known to SAPS, the Department of Social Development, a designated child-protection organisation or an applicable safeguarding register as presenting an actual or potential risk to children or vulnerable adults?
YES NO

If yes, please supply details.

3. Have you ever had any disciplinary sanction relating to child abuse? YES NO
If yes, please supply details.

Declaration I declare that to the best of my knowledge the information given above is correct and understand that any misleading statements or deliberate omission may be sufficient grounds for cancelling my appointment. I understand that I may be asked to apply for a Criminal Records Disclosure and consent to do so if required. I understand that the information contained in this form and in the Disclosure may be disclosed, where strictly necessary, to regulatory bodies and/or third parties who have an interest in safeguarding issues.

POPIA notice: SSSA collects this information to assess suitability for safeguarding-sensitive roles and to meet its legal and safeguarding obligations. It will be securely stored, accessed only by authorised persons, shared only where lawful and necessary, and retained under the approved SSSA retention schedule.
Applicant consent to processing for these purposes: Yes □ No □

For authorised SSSA use: Decision: Approved □ Approved with controls □ Not approved □

Assessor: _____ Review date: _____

Reasons/controls: _____

Signed: …….. Date: ……

Note: if the applicant is aged under 18, this form should be counter-signed by a parent or guardian

Appendix F - SSSA Good Practice Guide

Good Practice Guide

This guide only covers the essential points of good practice when working with Children and vulnerable adults and young people. You should also read the organisation's Safeguarding Policy and Procedures which are available for reference at all times.

- Avoid spending any significant time working with Children and vulnerable adults in isolation.
- Do not take Children and vulnerable adults alone in a car, however short the journey.
- Do not take Children and vulnerable adults to your home as part of your organisation's activity.
- Where any of these are unavoidable, ensure that they only occur with the full knowledge and consent of someone in charge of the organisation or the child's parents.
- Design training programmes that are within the ability of the individual child
- If a child is having difficulty with a wetsuit or buoyancy aid, ask them to ask a friend to help if at all possible
- If you do have to help a child, make sure you are in full view of others, preferably another adult.

You should never:

- engage in rough, physical or sexually provocative games.
- allow or engage in inappropriate touching of any form.
- allow Children and vulnerable adults to use inappropriate language unchallenged or use such language yourself when with Children and vulnerable adults.
- make sexually suggestive comments to a child, even in fun.
- fail to respond to an allegation made by a child; always act.
- do things of a personal nature that Children and vulnerable adults can do for themselves.

It may sometimes be necessary to do things of a personal nature for Children and vulnerable adults, particularly if they are very young or disabled. These tasks should only be carried out with the full understanding and consent of the child (where possible) and their parents/carers. In an emergency situation which requires this type of help, parents should be fully informed. In such situations it is important to ensure that any adult present is sensitive to the child and undertakes personal care tasks with the utmost discretion.

Appendix G - Adult Participant Consent, Indemnity and Acceptance of Liability

Adult Participant Agreement of Consent, Indemnity and Acceptance of Liability

PERSONS 18 YEARS AND OLDER

I, _____, ID number: _____ the undersigned

do hereby state:

1. I indemnify and hold harmless the accredited coaches and employees of SSSA and South African Sailing, where applicable, in their relevant capacities in respect of any costs or expenses which may be incurred in respect of myself, including but not limited to costs and expenses related to my injury, death, medical conditions, illness, accidents or any other unforeseen circumstances. I accept personal liability for such expenses and undertake to pay same on demand.
2. I hereby acknowledge that I am participating in sailing training at my own risk and indemnify the coaches, employees, members of the training centre, SSSA and South African Sailing of any losses I may incur whilst on the premises or taking part in the training irrespective of the cause including theft and damage to property or equipment.
3. I further indemnify and hold harmless the accredited coaches and employees of SSSA and South African Sailing both in their private capacities and as representatives of SSSA and South African Sailing in respect of any claims which may be brought against any of them or liabilities attaching to any of them, arising out of any decision made by them on behalf of and in respect of myself in terms of this agreement or arising out of any death or injury sustained by myself whilst participating in any activities at any South African Sailing accredited sailing course or related events, provided that this indemnity shall not apply in respect of any claim or liability arising out of the wilful or reckless actions or omissions of such coaches or employees;
4. I confirm that all the information provided on the Medical Form attached is accurate and current at the date of signing this indemnity and all medical issues of significance related to me have been disclosed herein.
5. By my signature to this agreement, I accept these terms and conditions and confirm that I understand the contents thereof.

Signed at _____ this ___ day of _____ 20___.

Signature	Signature of SSSA authorised representative

Appendix H - Minor Participant Consent, Indemnity and Acceptance of Liability

Minor Participant Agreement of Consent, Indemnity and Acceptance of Liability

TO BE COMPLETED BY THE PARENT / LEGAL GUARDIAN OF THE PARTICIPANT

I, _____, ID number: _____ the undersigned

do hereby state:

1. I am the father/mother/legal guardian of the minor child, _____born on the (dd/mm/yy) _____.
2. I hereby authorize the accredited coaches and employees of SSSA for the entire period that my minor child is under supervision / control of any of them to:
    a. act as my authorized agent as guardian of this minor child.
    b. sign any documentation on my behalf relating to the minor child, whether signature of such documentation is required in respect of any medical operation, treatment of for any purpose that may be necessary; and
    c. generally, do whatever may be necessary in the interests of this minor child on my behalf, provided that before taking any action specified in (b) above such attempt as may be regarded as reasonable under the applicable circumstances (to be decided in South African Sailing's sole discretion) should first be made to obtain my own signature to such documentation.
3. I indemnify and hold harmless the accredited coaches and employees of SSSA and South African Sailing both in their private capacities and as officers of SSSA and South African Sailing in respect of any costs or expenses which may be incurred in respect of this minor child and for which I may ordinarily be held liable, including but not limited to costs and expenses related to the injury, death, medical conditions, illness, accidents, or any other unforeseen circumstances. I accept personal liability for such expenses and undertake to pay same on demand.
4. I acknowledge and agree that a certificate signed by any of the accredited coaches or employees of South African Sailing shall be sufficient and prima face proof of any expenses incurred in respect of my minor child.
5. I hereby provide my consent for this minor child to participate in all activities at any South African Sailing accredited sailing course and related events in which my minor child will participate at his/her own risk.
6. I further indemnify and hold harmless the accredited coaches and employees of SSSA and South African Sailing both in their private capacities and as representatives of SSSA and South African Sailing in respect of any claims which may be brought against any of them or liabilities attaching to any of them, arising out of any decision made by them on behalf of and in respect of this minor child in terms of this agreement or arising out of any death or injury sustained by this minor child whilst participating in any activities at any South African Sailing accredited sailing course or related events, provided that this indemnity shall not apply in respect of any claim or liability arising out of the wilful or reckless actions or omissions of such coaches or employees;
7. I confirm that all the information provided on the Medical Form attached is accurate and current at the date of signing this indemnity and all medical issues of significance related to this minor child have been disclosed herein.
8. Photography and video are governed by the separate SSSA Photography and Media Consent. Participation is not conditional on optional promotional consent, and consent may be withdrawn for future use by notifying SSSA in writing.
9. By my signature to this agreement, I accept these terms and conditions and confirm that I understand the contents thereof.

Signed at _____ this ___ day of _____ 20___.

Signature of father/mother/guardian	Signature of SSSA authorised representative

Appendix I - Medical Consent and Emergency Contact Form

Medical Form

This will be kept strictly confidential and disclosed to medical personnel/facilities only in emergencies.

Participant's Details							
Full Name							
Date of Birth (dd/mm/yy)			Cell no:				
ID number							
Alternative contact person			**Medical Aid Details**				
Name			Medical Aid Scheme / Insurer				
Relation to participant			Main member				
Tel (work)			Type of Fund				
Cell number			Fund number				
Family Doctor Details							
Name			Telephone no.				
Medical Condition of Participant (mark X where applicable)							
High Blood Pressure		Heart problems		Bleeding		Asthma	
Epilepsy		Allergies		Diabetes		Other serious	
If any of the above are marked, please give details including medication that is being taken							
Any other minor medical problems that you feel we need to be made aware of? Give details.							

Additional information

Swimming ability: Non-swimmer □ Developing □ Competent □

Accessibility, disability or support needs: _____

Medication name, dosage, timing, storage and person authorised to administer: _____

Emergency consent: I authorise SSSA to obtain emergency medical treatment where reasonably necessary and where I or the emergency contact cannot first be reached.

Parent/legal guardian name (required for a minor): _____

Parent/legal guardian contact number: _____

Parent/legal guardian signature: _____ Date: _____

POPIA notice: SSSA collects this medical and emergency information to support safe participation and emergency care. It will be securely stored, accessed only by authorised personnel, disclosed only where necessary for safety, medical care or legal compliance, and retained under the approved SSSA retention schedule.

Signed by participant: _____ Date: _____