

2023 Issue 02

Bourne End Junior Sports Club

Safeguarding & Child
Protection Policy



Safeguarding and Child Protection Policy

Introduction

This policy has been developed in accordance with the principles established by the Children Act 1989, The Disclosure & Barring Service, The Safeguarding Vulnerable Groups Act 2006 & the Families Act 2014.

Trustees take seriously their responsibility under section 175 of the Education Act 2002 to safeguard and promote the welfare of children, and to work together with other agencies to ensure adequate arrangements within our club to identify, assess, and support those children who are suffering harm.

We recognise that all Trustees, Leaders and adult volunteers (“Adults”) have a full and active part to play in protecting children and young people (“members”) from harm, and that the member’s welfare is our paramount concern.

All believe that our club should provide a safe, caring, positive and stimulating environment that promotes the social, physical and moral development of the individual member.

The aims of this policy are:

- ④ To provide an environment in which members feel safe, secure, valued and respected, feel confident and know how to approach adults if they are in difficulties.
- ④ To raise the awareness of all Adults of the need to safeguard members and of their responsibilities in identifying and reporting possible cases of abuse.
- ④ To acknowledge the need for effective and appropriate communication between all Adults in relation to safeguarding members.
- ④ To develop a structured procedure within the club which will be followed by all Adults in cases of suspected abuse.
- ④ To develop effective working relationships with all other agencies, involved in safeguarding children.
- ④ To ensure that all Adults within our club who have access to members have been checked as to their suitability.

Procedures

Our club procedures for safeguarding members will be in line with Buckinghamshire Council and Buckinghamshire Safeguarding Children Board Child Protection Procedures, and “Working Together to Safeguard Children”.

We will ensure that:

- ④ The Adults understand and fulfils their safeguarding responsibilities.
- ④ We have a Designated Director for child protection (Mrs Liz Hutton for year 2022) who has undertaken training delivered through an appropriate organisation and who undertakes other training as recommended.
- ④ All Leaders will be provided with opportunities to receive training in order to develop their understanding of the signs and indicators of abuse every three years.
- ④ All Adults know how to respond to a member who discloses abuse and the procedure to be followed in appropriately sharing a concern of possible abuse or a disclosure of abuse.
- ④ Our policy will seek to ensure the suitability of Adults working with members in our club and on other sites at any time.
- ④ Our selection and recruitment policy includes all checks on Adults suitability including Criminal Records Bureau checks in accordance with current legislation.
- ④ Our procedures will be annually reviewed and up-dated.
- ④ The name of the Designated Director will be clearly shown in the Sports Hall.

Why is Safeguarding Important?

Safeguarding is an important concept within our society. Vulnerable children and adults are being abused across the UK, whether it be sexually, physically, financially, or in some other way that also constitutes abuse.

Safeguarding aims to protect everyone from abuse and neglect in all circumstances.

Anyone who works with vulnerable children, young people and adults needs to know about safeguarding. It is your responsibility to help to protect these vulnerable people from harm, abuse or neglect.

Who is a vulnerable adult or an adult at risk?

Under the Care Act 2014 in England, a vulnerable adult is someone who has needs for care and support, is at risk of abuse or neglect, and is unable to protect themselves from abuse or neglect.

Who is a vulnerable child?

A vulnerable child is defined as being under the age of 18 years of age and currently at high risk of lacking adequate care and protection. Safeguarding is now considered such an important subject that it's been reflected in national legislation.

But there is no single piece of law that is specifically for 'safeguarding everyone'. There are different pieces of legislation for safeguarding children and safeguarding adults, which are covered in more detail within the safeguarding suite of resources.

Being aware of your responsibilities and knowing how to spot the signs of potential abuse and neglect is everyone's business, and you should always raise concerns if you have them.

Responsibilities

We understand that our responsibility to safeguard members requires that we all appropriately share any concerns that we may have about members.

We have a Designated Director who is responsible for:

- ④ Referring a member if there are concerns about a member's welfare, possible abuse or neglect to Social Services as soon as possible.
- ④ Ensuring strict security of information.

Supporting Children

Our club will support all members by:

- ④ Promoting a caring, safe and positive environment within the club.
- ④ Listening to the person and the disclosure they make in a quiet, calm environment
- ④ Liaising and working together with all other support services and those agencies involved in the safeguarding of children.
- ④ Notifying the Manager of Safeguarding Children at Buckinghamshire Council on 01296 383962 or via online methods here <https://www.buckscc.gov.uk/services/care-for-children-and-families/child-protection-and-safeguarding> as soon as there is a significant concern.
- ④ See 'What to do if you suspect abuse' at the end of this policy

Confidentiality

- ④ We recognise that all matters relating to child protection are confidential.

- ⦿ The Designated Director will disclose personal information about a member to other Adults on a need to know basis only and in line with any GDPR 2018 regulations.

Supporting Adults

- ⦿ We recognise that Adults working in the club who have become involved with a member who has suffered harm, or appears to be likely to suffer harm may find the situation stressful and upsetting.
- ⦿ We will support such Adults by providing an opportunity to talk through their anxieties with the Designated Director and to seek further support.
- ⦿ We understand that all Adults should have access to advice on the boundaries of appropriate behaviour. The document “Guidance on Safe Working Practices for the Protection of Children and Staff in Education Settings” provides advice on this and the circumstances, which should be avoided in order to limit complaints against Adults of abuse of trust, and/or allegations of physical or sexual abuse.

Allegations against Adults

- ⦿ All Adults should take care not to place themselves in a vulnerable position with a member.
- ⦿ All Adults should be aware of the club’s Code of Conduct.
- ⦿ We understand that a member may make an allegation against an Adult. If such an allegation is made, the Adult receiving the allegation will immediately inform the Designated Director.
- ⦿ The Designated Director on all such occasions will discuss the content of the allegation with the Manager of Safeguarding Children at Buckinghamshire Council.
- ⦿ Suspension of the person against whom an allegation has been made needs careful consideration, and we will consult carefully in making this decision.

Anti-Bullying

- ⦿ Our policy on the prevention and management of bullying is set out in our Club Rules and acknowledges that to allow or condone bullying may lead to consideration under child protection procedures.

Prevention

We recognise that the club plays a significant part in the prevention of harm to our members by providing them with effective lines of communication with trusted Adults, supportive friends and an ethos of protection.

The club community will therefore:

- ⊗ Establish and maintain an ethos, which is understood by all, which enables members to feel secure and encourages them to talk knowing that they will be listened to.
- ⊗ Ensure that all members know there is an Adult in the club whom they can approach if they are worried or in difficulty.

Health & Safety

Our Health & Safety Policy, set out in a separate document, reflects the consideration we give to the protection of our members both physically within the club environment and when undertaking trips and visits.

Policy Review

The Trustees of our club are responsible for ensuring the annual review of this Policy.

This policy was adopted on: Tuesday 19th July 2011 **(Date)**

& Reviewed on: 1st September 2022 **(Date)**

On behalf of the Trustees:

(Chairman).....  **(Signed)**

This policy will be reviewed annually by the Trustees

What to do if you suspect abuse - Children

What do you need to do if you suspect that a child is being abused? And how can you protect them?

If you suspect that a child is being abused, it is important that you refer to your local policies and procedures. All agencies and organisations working with children are legally required to have their own policies and procedures.

If you suspect that a child is being abused, it is also very important to listen. You might be told something, you might hear a parent or carer abusing a child, or you might overhear something that makes you feel uneasy.

You might also see some physical signs of abuse like bruises, burns or other unexplained marks on the child and be worried about them.

If you suspect that a child is being abused, look for any changes in their behaviour as well as any physical signs.

If you are worried about them, watch how the child reacts to their carer, watch how the carer reacts to the child and watch how the child and carer interact together.

Remember that other people are likely to be involved with the family. If you receive existing records for a child, it is important that you read them at the beginning of your involvement with them, or their family. As you build your knowledge of a family over time, you may be able to fit together the pieces of the jigsaw that indicate a child may be at risk.

If you suspect that a child is being abused or neglected, you should provide first aid treatment or seek medical help if the child needs it.

You should record what you have been told, using the words of the child whenever you can.

You should tell the child that you will need to pass on what they have told you if they or other children have been or may be hurt.

You will need to clarify what you have been told to establish a suspicion of harm to the child.

If you suspect that a child is being abused or neglected:

- Do not examine the child.
- Do not remove any of the child's clothing to look at any injuries or marks.
- Do not take photographs of any injuries or marks.
- Do not just briefly summarise what happened to the child.
- Do not conduct a full interview with the child.
- Do not start a detailed investigation into what the child is telling you.

Remember to follow the procedure for reporting neglect or abuse, and make sure that you let the club's representative know what has happened.

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Return to Module View Your Notes

Resources

What to do and what NOT to do if you suspect abuse

Select each icon to see lists detailing what you should and should NOT do when you suspect abuse.

What to do if you suspect abuse or neglect:

- Provide first aid treatment or seek medical help if the child's injuries/marks require it.
- Record what you have been told as accurately as you can, using in the child's own words as far as is practically possible.
- Inform the child that you must pass on to other people what the child is saying if it seems that this child or other children have been or may be hurt.
- Make time to talk to and spend time with the child to enable the child to feel safe to talk about what has happened. Never pressure the child to talk.

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Return to Module View Your Notes

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What NOT to do if you suspect abuse or neglect:

- Do not take photographs of any injuries/marks.
- Do not examine the child.
- Do not remove any of the child's clothing to look at injuries/marks.
- Do not just write a brief summary of what happened.
- Do not ask the child questions; instead, allow the child to talk to you freely when they feel able.
- Do not start a detailed investigation about what the child is telling you.

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