



Bideford Blues & Appledore Junior FC Safeguarding Children Policy

1] Bideford Blues & Appledore Junior FC acknowledges its responsibility to safeguard the welfare of every child and young person who has been entrusted to its care and is committed to working to provide a safe environment for all members.

A child or young person is anyone under the age of 18 engaged in any Club football activity.

We subscribe to The Football Association's Safeguarding Children - Policy and Procedures and endorse and adopt the Policy Statement contained in that document.

2] The key principles of The FA Safeguarding Children Policy are that:

- The child's welfare is, and must always be, the paramount consideration
- All children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual orientation.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- Working in partnership with other organisations, children and young people and their parents/carers is essential. We acknowledge that every child or young person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse. Bideford Blues & Appledore Junior FC recognises that this is the responsibility of every adult involved in our club.

3] Bideford Blues & Appledore Junior FC has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying. It is noted and accepted that The Football Association's Child Protection Regulation (see The FA Handbook) applies to everyone in football whether in a paid or voluntary capacity. This means whether you are a volunteer, football coach, club official or medical staff.

4. We endorse and adopt The FA's Responsible Recruitment guidelines for recruiting volunteers and we will:

- Develop a role profile
- Request identification documents
- As a minimum meet and chat with the applicant(s) and where possible conduct interviews before Appointing.
- Request and follow up with two references before appointing.
- Require an FA CRB Unit Enhanced Disclosure where appropriate in line with FA guidelines.

All current Bideford Blues & Appledore Junior FC members who are regularly caring for, supervising, training or being in sole charge of children and young people will be required to complete a CRB Enhanced Disclosure via The FA CRB Unit. If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of Bideford Blues & Appledore

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It is noted and accepted that The FA will consider the relevance and significance of the information obtained via The FA CRB Unit Enhanced CRB Disclosure and that all decisions will be made in the best interests of children and young people.

It is accepted that The FA aims to prevent people with a history of relevant and significant offending from having contact with children or young people and the opportunity to influence policies or practice with children or young people. This is to prevent direct sexual or physical harm to children and to minimise the risk of 'grooming' within football.

1. The policy on CRB Enhanced Disclosures will be subject to change, in light of the implementation of the Safeguarding Vulnerable Groups Act, 2006, due to come into effect in October 2009. Further information will be provided on this via TheFA.com and via the County FA Welfare Officers.

5] Bideford Blues & Appledore Junior FC supports The FA's Whistle blowing Policy*. Any adult or young person with concerns about a colleague can 'whistle blow' by contacting The FA Child Protection Team on 0207 745 4787, or by writing to: The FA Case Manager at The Football Association, 25 Soho Square, W1D 4FA, or alternatively by going direct to the Police, Children's Services or the NSPCC. Bideford Blues & Appledore Junior FC encourages everyone to know about it and utilise it if necessary.

6] Bideford Blues & Appledore Junior FC has appointed a Club Welfare Officer (CWO) in line with The FA's role profile and required completion of the Safeguarding Children and Welfare Officers Workshop. The post holder will be involved with Welfare Officer training provided by The FA and/or CFA. The CWO is the first point of contact for all Bideford Blues & Appledore Junior FC committee members regarding concerns about the welfare of any child or young person. The CWO will liaise directly with the CFA Welfare Officer and will be familiar with the procedures for referring any concerns. They will also play a proactive role in increasing awareness of Respect, poor practice and abuse amongst their Club members.

7] We acknowledge and endorse The FA's identification of bullying as a category of abuse. Bullying of any kind is not acceptable in our league. If bullying does occur, all players or parents/carers should be able to tell and know that incidents will be dealt with promptly. Incidents need to be reported to the CWO or alternatively, in cases of serious bullying, we may contact the CFA Welfare Officer.

8] Respect codes of conduct for Players, Parents/Spectators, Officials and Coaches have been implemented by Bideford Blues & Appledore Junior FC Club. In order to validate these Respect codes of conduct the Club has clear actions it will take regarding repeated or serious misconduct at Club level and acknowledges the possibility of potential sanctions which may be implemented by the CFA in more serious circumstances. All registering members will be required to adopt the Respect codes.

9] Reporting your concerns about the welfare of a child or young person - Safeguarding is everyone's responsibility. If you are worried about a child it is important that you report your concerns - no action is not an option.

- If you are worried about a child then you need to report your concerns to the CWO.

- If the issue is one of poor practice they will either:
-deal with the matter themselves or seek advice from the CFA Welfare Officer.

- If the concern is more serious - possible child abuse - they will, where possible:
-contact the CFA Welfare Officer first, then immediately contact the Police or Children's Services.

- If the child needs immediate medical treatment take them to a hospital or call an ambulance and tell them this is a child protection concern. Let your CFA Welfare Officer know what action you have

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- If the child needs immediate medical treatment take them to a hospital or call an ambulance and tell them this is a child protection concern. Let your CFA Welfare Officer know what action you have taken.

- If at any time you are not able to contact your CWO or the matter is serious then you can either:

- contact your CFA Welfare Officer directly or call The FA/NSPCC 24-hour Helpline for advice on 0808 800 5000 or contact the Police or Children's Services.

NB - The FA's Safeguarding Children Policy and Procedures is available via www.TheFA.com/Footballsafes.

Click on the 'downloads' under Policy and Procedures, it outlines in detail what to do if you are concerned about the welfare of a child and includes flow diagrams to describe this process. This is also covered within the Safeguarding Children workshop, where participants are given the opportunity to discuss how this feels and how best they can prepare themselves to deal with such a situation.

10] Further advice on Safeguarding Children matters can be obtained from:

- Bideford Blues & Appledore Junior FC Child Welfare Officer – Lesley Paddon

Tel: 01237 423465 E-Mail: paddon2006@btinternet.com

- www.TheFA.com/Footballsafes

- Devon County Football Association's Welfare Officer – Dave Keast Tel: 01626 325913

- The FA Safeguarding Children - enquiry line 0845 210 8080

- Emailing - Footballsafes@TheFA.com

Safeguarding Children Code of Conduct

This section aims to deal with issues of appropriate conduct and guidance on how to avoid false allegations when working with children;

Children under the supervision of Bideford Blues and Appledore Junior FC should not be put in a position where they are vulnerable to potential abuse

- Treat everyone with respect

- Provide an example you wish others to follow

- Respect a person's right to privacy.

- Use common sense when selecting individuals to demonstrate activities. Verbally explain your physical actions, where physical contact is necessary, and confirm they have been understood prior to carrying them out.

- Act with compassion and caution, especially when approached by a child with regards to bullying, bereavement or abuse.

- Avoid favouritism and the singling-out of troublemakers

- Challenge any form of bullying or ridiculing.

- Never make suggestive or intimate remarks or jokes

- Never make discriminatory or abusive remarks or jokes.

- Never take part in games that involve physical contact with children.

- Never make unnecessary physical contact with a child. This includes holding, carrying, lifting

- Challenge any form of bullying or ridiculing.
- Never make suggestive or intimate remarks or jokes
- Never make discriminatory or abusive remarks or jokes.
- Never take part in games that involve physical contact with children.
- Never make unnecessary physical contact with a child. This includes holding, carrying, lifting and hugging. Situations such as lifting a child in and out of a vehicle shall be avoided. If this is necessary it shall be performed in the presence of a parent or carer.
- Avoid unobserved one-to-one contact with a child. If initiated by a child try and relocate the contact to a place within sight or hearing of other staff or adults.
- Never let a parent or carer leave you alone in a property with a child
- Do not offer to transport children alone. If a situation dictates otherwise use a marked service vehicle and inform control at the start and end of journey.
- If you have to carry out first aid on a child ask another member of staff to help you, wherever possible. It is also important the child is kept fully informed and reassured during any treatment.
- Never enter a room where children may be changing their clothes or not fully dressed.
- Never get involved in inappropriate physical activity such as horseplay with children.
- Never let any allegations by a child go unreported, including those made against you.
- Rely on good practice and not your good name or reputation to safeguard you from allegations
- Where possible, work with children should be done in pairs. If you are working alone consider your actions from the viewpoint of a third party.
- Where an intervention takes place in a child's home their parent or carer shall be given the option to be present. There is a chance that someone will misinterpret your actions no matter how well intentioned.

Where a Bideford Blues & Appledore Junior FC representative becomes aware of any concerns relating to child abuse, it is incumbent for that person to record those concerns and any discussions about the child or with the child. It is also important to make a note for file of any decisions made, and the reasons for making those decisions. Although important in terms of any investigation the main aim of making a note for file is to help protect Club personnel.

A copy of this information must be sent to the Child Protection Officer at Bideford Blues & Appledore Junior FC and it will be stored confidentially. Ultimately, this information may then be retrieved wherever there is need to accurately recall the event.

This will enable the individual to provide accurate and available information, in a clear retrievable format.

If you suspect child abuse:

Do realise that your concerns could be significant and should be passed on. Inform the CWO, Community Safety Dept SHQ or the Service designated person immediately.

- **Don't** examine the child
- **Don't** ask leading questions – allow the child to tell their own story.

If a child tells you something has happened:

- **Do** allow the child to do the talking.

- **Don't** examine the child
- **Don't** ask leading questions – allow the child to tell their own story.

If a child tells you something has happened:

- **Do** allow the child to do the talking.
- **Do** listen – take the child seriously.
- **Do** remain calm and caring.
- **Do** allow the child to finish.
- **Do** record the conversation as soon as possible afterwards – use the child's own words.
- **Do** inform the Service designated person.
- **Do** tell the child what you are going to do.
- **Don't** postpone or delay the opportunity to listen
- **Don't** ask leading questions.
- **Don't** allow your own feelings to surface.
- **Don't** make false promises (that you will keep “the secret”, for example)
- **Don't** interpret what you have been told just record it.

Child protection is about reducing risks, both to the child and to those working with them - Always think before you act.