



## **United Twirl England**

Child Protection / Safeguarding Policy

**Sept 2024**

[info@unitedtwirlengland.org](mailto:info@unitedtwirlengland.org)

UTE CHILD SAFEGUARDING POLICY V1 | SEPTEMBER 2024



## **CHILD PROTECTION IN THE SPORT OF BATON TWIRLING**

### **UTE CHILD PROTECTION POLICY**

#### **1. Scope**

This policy applies to all twirling clubs, teams, events and activities affiliated with, or organised by, the United Twirl England. This includes but is not limited to:

- twirling clubs and teams sponsored, or operated, by the organisation
- recreational and competitive twirling events and competitions organised by UTE
- training sessions and clinics conducted by UTE for children participating in the sport of twirling
- any other activities or programmes specifically designed for those involved in baton twirling under the auspices of UTE

The scope of this policy encompasses all individuals involved in these activities, including but not limited to, club directors, coaches, volunteers, officials, parents, guardians and athletes. It applies both during scheduled activities and any related events or interactions, whether on or off the premises hired by UTE. The policy aims to ensure consistent safeguarding measures across all aspects of children's participation in baton twirling under the umbrella of UTE.

#### **2. Policy Statement**

UTE acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice.

The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation or socio-economic background, all children:

- have a positive and enjoyable experience of sport at UTE in a safe and child-centred environment
- are protected from abuse whilst participating in Baton Twirling or outside of the activity.

UTE acknowledges that some children, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.



As part of our safeguarding policy, UTE will

- promote and prioritise the safety and wellbeing of children and young people
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
- ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- prevent the employment/deployment of unsuitable individuals
- ensure robust safeguarding arrangements and procedures are in operation.

The policy and procedures will be widely promoted and are mandatory for everyone involved in UTE. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

### **Monitoring**

The policy will be reviewed a year after development and then every three years, or in the following circumstances:

- changes in legislation and/or government guidance
- as required by the Local Safeguarding Children Board, UK Sport and/or Home Country Sports Councils
- as a result of any other significant change or event.

## **3. Objectives**

### **3.1 Child Development**

- To promote and support good outcomes in terms of health development and educational achievements for its athletes.
- To enable parents and other members of the athlete's family to be as involved as is practicable in a working partnership with the Executive Committee.
- To recognise the significance of ethical and cultural diversity.
- To acknowledge its responsibility to set high competition and social behaviour, be honest and to take the feelings of others into account.
- To seek opportunities for celebrating success and recognise achievement, effort and good behaviour.



- To provide a disciplined environment where athletes work together taking pride in themselves and their surroundings.

### **3.2 Child Protection**

United Twirl England adopts the policy of Sport England.

It also recognises that the Social Services department, the NSPCC and the Police have a statutory duty to protect children and young persons at risk.

The Executive Committee accepts that it must work in partnership with agencies should child protection issues arise. Within the UTE, the Safeguarding Officer is the person to which any cause for concern relating to a child's wellbeing must be reported. At which level? Club, area or UTE?

### **3.3 Discipline and Sanctions**

UTE recognises that children need to discover where the boundaries of acceptable behaviour lie and this can sometimes lead to challenging situations. Disapproval should be of behaviour and not of an individual.

Unacceptable behaviour should be prevented through verbal reprimand.

No form of corporal punishment (including striking, slapping or pushing) may be used under any circumstances.

The imposition of formal disciplinary measures is a sanction and should only be considered after all other approaches have proved ineffective. The child should first be warned that a specific sanction would be imposed if behaviour does not improve. If a sanction is subsequently necessary, it should be clear and appropriate to the misbehaviour. The child and the child's parents should be informed as to why the sanction is being imposed.

All coaches should be aware of the sanctions operated by UTE, and the correct administration procedure should this course of action be deemed necessary.

### **3.4 Identification and referral of child abuse**

The protection of children is the proper concern of everyone in a position to help. The purpose of this document is to assist anyone working with young children to be aware of how to recognise child abuse, and to make appropriate referrals to the designated body.

Extracts are taken from the leaflet *CPSU – Standards for Safeguarding & Protecting Children in Sport* and promotes the adoption of these standards.

UTE makes this document available to all coaches taking its Coaches course. Also, to all clubs safeguarding officers, directors, parents and to any other person of the organisation with a vested interest in this area.

- ### **3.5 Roles & Responsibilities**
- to ensure the effective implementation of this policy, all those involved must work together, each with roles as follows:



### **UTE Executive Committee**

- To appoint UTE Safeguarding Officer responsible for overseeing all matters concerning safeguarding.
- To appoint Safeguarding Assistants responsible for liaising with Safeguarding Officer over all matters regarding child protection.
- To provide the necessary Safeguarding training for the UTE Safeguarding Officer, plus Regional and Club Safeguarding Officers.

### **UTE Club Safeguarding Officer**

- Attend training on child protection and safeguarding practices.
- Recognise signs of abuse, neglect or harm and know how to respond appropriately.
- Report any concerns or suspicions of abuse or neglect to the relevant authorities.
- To maintain confidentiality of the child and the person against whom the allegation has been made.
- Review and update this policy as required.
- Share this policy with every Area.
- Update this policy on the UTE website.
- Conduct random checks on all aspects of this policy with clubs.
- Work with Area Safeguarding Officers to ensure all regions report back their statistics of safeguarding, including how many report forms have been recorded, the nature of concerns and what action was taken.
- Report back to the UTE executive committee regarding safeguarding policies/procedures and statistics within UTE to ensure safeguarding is a priority issue.
- Keep up to date with new legal requirements and guidelines and amend policies and procedures as appropriate.
- To direct club directors and volunteers to where they can obtain safeguarding training.
- To ensure Area Safeguarding Officers share this policy and expectations with any new clubs wishing to join UTE.



### **Area Safeguarding Officer**

- Share this policy (or subsequent updated policies) with all coaches, volunteers and parents in their region
- Maintain confidentiality as expected, only sharing information with the appropriate persons and agencies to safeguard children.
- To record and monitor any concerns / disclosures using the appropriate incident report form
- To inform the relevant third parties appropriately according to the safeguarding procedure
- To ensure all clubs within their area have an appointed Safeguarding Officer
- To report back to the UTE Safeguarding Lead their regional safeguarding statistics
- To attend relevant safeguarding training
- To ensure all private and detailed records are stored and maintained securely
- To make new clubs of their region aware of our safeguarding policy and procedures – including their responsibilities

Organisers of Area events and Area Safeguarding Officers must ensure ALL technical members / volunteers working at the event will be DBS checked or Service Level Agreements are in place with companies or organisations at the event (e.g. photographers). These must have been updated within the last 3 years.

### **UTE Club Director**

- To appoint a Club Safeguarding Officer responsible for all aspects of child welfare within their own group.

### **UTE Club Safeguarding Officer**

- To create a culture of safeguarding awareness within their club.
- To implement any UTE recommendations in this area.
- To maintain confidentiality of the child and the person against whom the allegation has been made.
- To inform the relevant third parties appropriately according to the safeguarding procedure



- To ensure all volunteers who have not been DBS checked are always supervised when working with children in accordance with this policy
- To attend relevant safeguarding training
- To ensure all private and detailed records are stored and maintained securely
- To ensure that appropriate images for club website/social are used for promoting the club

In order to keep children safe and provide appropriate care for them, clubs require parents to provide accurate and up to date information regarding:

- Full names and contact details of all adults with whom the child normally lives.
- Full names and contact details of all persons with parental responsibility (if different from above).
- Emergency contact details (if different from above).
- Full details of any other adult authorised by the parent to collect the child from training/events (if different from the above).

The club will retain this information and will only share information about children with adults who have parental responsibility for a member, or where a parent has given permission, and the club has been supplied with the adult's full details in writing.

### **All UTE members, volunteers and parents**

- Encourage individuals to speak out about bullying behaviour
- Respect every child's need for, and right to, an environment where safety, security, praise, recognition and opportunity for taking responsibility are available
- Respect the feelings and views of others
- Recognise that everyone is important and equal, and that our differences make each of us special and worthy of being valued
- Show appreciation of others by acknowledging individual qualities, contributions and progress
- Ensure safety by having rules and practices carefully explained and displayed for all to see report incidents of bullying behaviour they see – by doing nothing you are condoning the behaviour.



## 4 What is Child Abuse?

Child abuse is a term used to describe ways in which children are harmed, usually by adults and often by people they know and trust. It refers to the damage done to the child's physical or mental health. Children can be abused within or outside their family, at school and in sports environment. Child abuse can take the following forms:

### 4.1 Physical abuse, where adults:

- Physically hurt or injure children (e.g. by hitting, shaking, squeezing, biting or burning)
- Give children alcohol, inappropriate drugs or poison.
- Attempt to suffocate or drown children.

**In a sport situation**, physical abuse might occur when the nature and intensity of training exceeds the capacity of the child's immature and growing body, dangerous training methods and failure to recognise physical limitations, injuries or medical conditions. Administrating, condoning or failure to intervene in drug use is also considered as physical abuse.

### 4.2 Neglect includes situations in which adults: -

- Fail to meet a child's basic physical needs (e.g. food, water, medical care, warm clothing)
- Consistently leave children alone and unsupervised
- Fail or refuse to give children love, affection or attention

**In a sports situation**, neglect might also occur if a teacher or coach fails to ensure that children are safe, or exposes them to undue cold, unhygienic conditions or risk of injury. Non-intervention in bullying or taunting is also considered neglect.

**4.3 Sexual abuse.** Boys and girls are sexually abused when adults (male or female) or other children use them to meet their own sexual needs. This could include: -

- Full sexual intercourse, masturbation, oral sex, fondling
- Showing children pornographic books, photographs or videos, or taking pictures for pornographic purposes.

**In a sports situation**, involving physical contact (e.g. supporting or guiding children), which could potentially create a situation where sexual abuse goes unnoticed. Abusive situations may also occur if adults misuse their power over young people.

**4.4 Emotional abuse** can occur in a number of ways. For example where:-

- There is a persistent lack of love or affection.
- There is constant overprotection which prevents children from socialising.
- Children are frequently being shouted at or taunted.
- There is neglect, physical or sexual abuse.





**In a sports situation**, exposing children to humiliating, aggressive or taunting behaviour or tone, by demeaning a child's efforts and giving continuous negative feedback or failure to intervene.

**4.5 Bullying** occurs if someone regardless of age, persecutes, intimidates or is continuously sarcastic to another. All forms, verbal and physical, from other children is also considered abuse. (see Appendix 7 for UTE Anti-Bullying Policy)

There is also **Abuse of Trust** where young people are indoctrinated with attitudes to training, drugs and cheating or social, political or religious views which are not acceptable.

**4.6 Photographic Material** the inappropriate use of photographic material taken at twirling competitions may constitute abuse and everyone involved in the sport should be aware of this. No-one should upload photos or video footage on to any social media sites without the consent of those involved.

**4.7 Sexting** - also known as youth produced sexual imagery. When young people are encouraged to send sexual photos of themselves, which may then be uploaded to social media.

## 5 Signs to recognise a Child are being abused

**5.1** There are signs that could alert you to the fact that a child might be being abused. These would include: -

- Unexplained bruising or injuries
- Sexually explicit language or actions
- Sudden changes in behaviour
- Something a child has said
- A change observed over a long period of time (e.g. the child losing weight or becoming increasingly dirty or unkempt).

It is important to note that a child could be displaying some or all these signs, or behaving in a way, which is worrying – this does not necessarily mean that the child is being abused. Similarly, there may not be any signs, you may feel some thing is wrong. If you are worried, it is not your responsibility to decide if it is abuse, **but it is your responsibility to act on your concerns and do something about it.**



**5.2** Social Services and the Police have a duty under the Child Act to ensure children are protected and to help those who have been abused. They are trained to deal with child abuse and should be contacted when there are concerns. They will give advice and take responsibility for any action necessary.

## **6 Actions to take if you have concerns**

- 6.1** If you have noticed a change in a child's behaviour, first talk to the parent or carers. It may be that something has happened like a bereavement or family illness, which has caused the child to be unhappy. However, if your concerns are about sexual abuse or violence, talking to the parents or carers might put the child at greater risk.
- 6.2** If your concerns remain or you cannot talk to the parents or carers, consult with, in the first instance, your Club Safeguarding Officer, who in turn can refer to the UTE Safeguarding Officer or UTE Safeguarding Assistant, depending on the circumstances.
- 6.3** If none of the above persons are available, or you consider the circumstances so serious, or if you do not feel appropriate action has been taken, you should contact your local safeguarding children board (LSCB).
- 6.4** If you feel the matter is urgent, contact your Local Authority Child Protection Unit or Police yourself.
- 6.5** If you want to talk things through to gain some advice, you can phone the NSPCC free helpline: **0800 800500**. This operates 24 hours a day. You do not have to give your name, but it helps if you do.



## **7 UTE Policy**

**7.1** All reported incidents/matters will be dealt with professionally and in confidence. If deemed necessary, appropriate action will be taken by the UTE Safeguarding Officer. Records of any reported incidents/matters will be maintained following Data Protection guidelines.

**7.2** UTE aims to have any case resolved as quickly as possible. Appropriate procedures will be followed to resolve any incident deemed necessary. The person(s) reporting the incident will receive acknowledgement that the issue has been logged within 48 hours.

**7.3** All new UTE committee members, judges and coaches must complete the mandatory basic Safeguarding training. Evidence of this basic training should be forwarded with their membership application form, along with their DBS check details or DBS check application request.

**Adopted:** July 2024

**Review Date:** July 2025

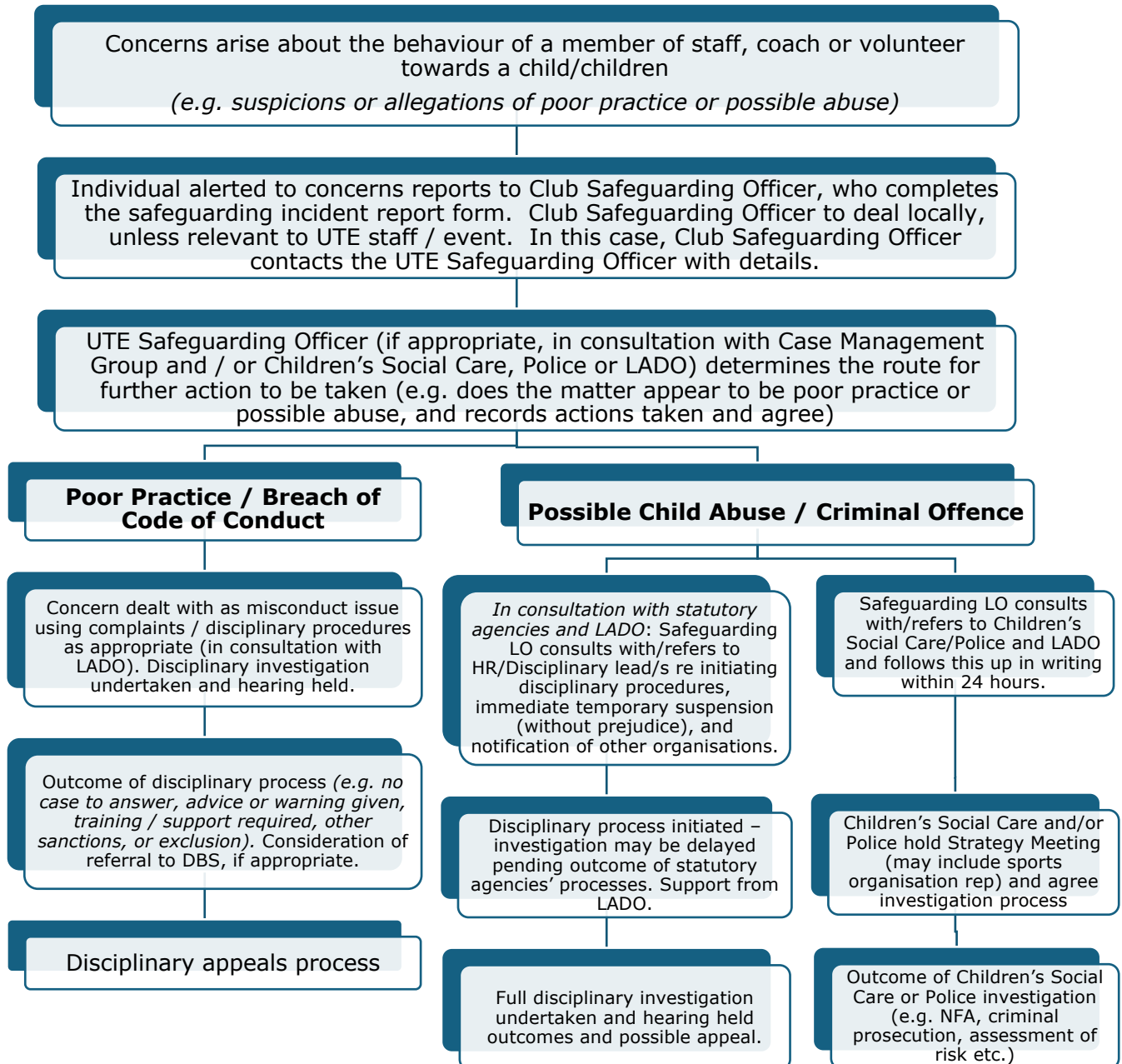
**Following Review Date:** July 2028

**Reviewer:** UTE Safeguarding Officer

## APPENDIX 1

### Outline safeguarding reporting procedure concerns

About the behaviour of UTE’s committee members, coaches, judges or volunteers (e.g. allegation about a coach or officer’s behaviour towards a child)



## Outline safeguarding reporting procedure concerns

About the behaviour of another organisation's staff member or volunteer (e.g. allegations reported about an individual working for a partner organisation)



## **Outline safeguarding reporting procedure concerns**

About children and young people arising out of sport (e.g. at home, school or in the community)

Member of staff, coach or volunteer made aware of concerns about child's welfare or safety.  
*(e.g. suspicions of bullying at school, allegations of abuse within the family etc.)*

If child requires immediate medical attention arrange this and ensure that medic is informed that there may be a child protection concern or allegation.

Depending on the location and timing, member of staff, coach or volunteer reports to/consults with organisation/club/facility or if applicable, the UTE Lead Safeguarding Officer, and completes the safeguarding incident report form and forwards a copy to the Safeguarding Lead.

If referred to the UTE Safeguarding Officer, he/she makes decision on immediate referral to, or consultation with, Children's Social Care or Police; records actions taken / agreed (including who will inform parents).

UTE Safeguarding Officer sends written safeguarding report to Children's Social Care / Police within 24 hours, and considers need for support or advice for original referrer or others involved.



## **APPENDIX 2**

### **UTE CONCERN/INCIDENT REPORTING FORM**

Your name:	
Your role::	
Contact information (you): <i>Address:</i>  <i>Postcode:</i>	<i>Telephone numbers:</i>  <i>Email address:</i>
Child's name:	Child's date of birth:
Child's ethnic origin: <i>Please state</i>	Does child have a disability: <i>Please state</i>
Child's gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Parent's / carer's name(s):	
Contact information (parents/carers): <i>Address:</i>  <i>Postcode:</i>	<i>Telephone numbers:</i>  <i>Email address:</i>
Have parent's / carer's been notify of this incident? <input type="checkbox"/> Yes <input type="checkbox"/> No  If YES please provide details of what was said/action agreed:	



Are you reporting your own concerns or responding to concerns raised by someone else:

- Responding to my own concerns
- Responding to concerns raised by someone else

If responding to concerns raised by someone else:

*Please provide further information below.*

*Name:*

*Telephone numbers:*

*Position within the sport  
or relationship to the child:*

*Email address:*

*Date and times of incident:*

*Details of the incident or concerns:*

*Include other relevant information, such as description of any injuries and whether you are recording this incident as fact, opinion or hearsay.*

*Child's account of the incident:*





## **APPENDIX 3**

### **UTE Code of Conduct for Coaches & Club Directors**

#### **As UTE Coaches & Club Directors you are expected to:**

- Ensure the safety of all children by providing effective supervision, proper pre-planning of coaching sessions, always using safe methods.
- Consider the wellbeing and safety of athletes before the development of performance.
- Encourage and guide athletes to accept responsibility for their own performance and behaviour.
- Treat all young people fairly and ensure they feel valued. Have no favourites.
- Encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability.
- Not allow any bullying, or the use of bad language or inappropriate behaviour.
- Appreciate the efforts of all young people and not over-train them.
- Never exert undue influence over performers to obtain personal benefit or reward.
- Be positive, approachable and offer praise to always promote the objectives of the club.
- Not let any allegations of abuse of any kind or poor practice to go unchallenged or unrecorded. Incidents and accidents to be recorded in the line with the club's procedures. Parents will be informed.
- Never use sanctions that humiliate or harm young people.
- Report accidents or incidents of alleged abuse or poor practice to your designated Club Safeguarding Officer
- Administer minor first aid in the presence of others and where required refer more serious incidents to the Club "first aider".
- Not administering First Aid involving the removing of children's clothing unless in the presence of others.
- Have access to telephone for immediate contact to emergency services if required.
- Ensure the rights and responsibilities of youth members are enforced.
- Establish and address the additional needs of disabled athletes or other vulnerable groups.
- Not abuse members physically, emotionally or sexually.
- Not engage in a sexual relationship with a young person for whom they are responsible
- Maintain confidentiality about sensitive information.
- Respect and listen to the opinions of young people.
- Take time to explain coaching techniques to ensure they are clearly understood.



- Develop an appropriate working relationship with members, based on mutual trust and respect.
- Be a role model, displaying consistently high standard of behaviour and appearance (disciplined/committed/time keeping), remember children learn by example.
- Refrain from smoking and consumption of alcohol during club activities or coaching sessions.
- Never condone rule violations, rough play or the use of prohibited substances.
- Not spending excessive amounts of time alone with children unless there are exceptional circumstances
- Never taking children to their home on their own
- Hold appropriate valid qualifications and insurance cover
- Not have Under 16yr-olds as Friends on Facebook
- Make the sport/activity **fun**

**UTE Coaches, Club Directors and Volunteers have the right to:**

- Access on-going training and information on all aspects of leading/managing activities for youths, particularly on Safeguarding.
- Support in the reporting suspected abuse or poor practice.
- Access to professional support services.
- Fair and equitable treatment by UTE.
- Be protected from abuse by children/youths, other adult members and parents.
- Not to be left vulnerable when working with children.

Any minor misdemeanours and general misbehaviour will be dealt with immediately and reported verbally to the designated person. Serious or persistent breach of the code will result in disciplinary action and could lead to dismissal from the club/sport.

Dismissals can be appealed by the coach/volunteer with final decisions taken by the club committee or referred to the governing body depending on the disciplinary procedures within the sport.

**Emergency action and first aid**

All coaches, leaders and members should be prepared with an action plan in the event of an emergency and be aware of our First Aid Procedures. This will include:

- Access to First Aid equipment
- Telephone contact if the athlete is a minor
- Telephone contact to the Emergency Services

Clubs should also contact their own committee to ensure they incorporate their own specific guidelines.



## **UTE Code of Conduct for Parents / Guardians**

### **As parents you are expected to:**

- Positively reinforce your child and show an interest in their chosen activity.
- Not place your child under pressure or push them into activities they do not want to do.
- Complete and return the relevant Registration, Medical and Consent Form pertaining to your child's participation with "Name of Club" (see parental consent).
- Detail any relevant medical concerns or conditions pertaining to their child on the registration form. Any changes in the state of the child's health should be reported to the Club Safeguarding Officer prior to the activity.
- Deliver and collect your child punctually before and after each training session / event.
- Inform the organiser prior to the activity starting if your child is to be collected early.
- Encourage your child to play by the rules and teach them that they can only do their best.
- Ensure that your child understands their code of conduct.
- Behave responsibly around the arena; do not embarrass your child.
- Show appreciation and support your Club Director / UTE staff.
- Ensure your child has adequate food and drink.
- Accept the official's judgment and do not enter the competition arena
- Promote your child's participation in playing sport for fun.

### **As a parents/carer you have the right to:**

- Be assured that your child is safeguarded during their participation in sport.
- Be informed of problems or concerns relating to your children.
- Be informed if your child is injured.
- Have your consent sought for issue such as trips or photography. UTE asks for general consent on annual membership forms. Anyone not consenting should advise their Club Director.
- Contribute to decisions within the club.
- Have any concerns about any aspect of your child's welfare listened and responded to.

Any breaches of this code of conduct will be dealt with immediately by your Club Safeguarding Officer. Persistent concerns or breaches may result in you being asked not to attend training/competition if your attendance is considered detrimental to the welfare of young athletes.

**The ultimate action should a parent/guardian continue to breach the code of behaviour may be the club officials regrettably asking your child to leave the training session, event or club.**



## **APPENDIX 5**

### **UTE Code of Conduct for Children & Young People**

UTE is fully committed to safeguarding and promoting the wellbeing of all its members and believes that it is important that athletes, coaches, administrators and parents associated with the club should, always, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to always be open and to share any concerns or complaints that they may have about any aspect of their club with:

.....(**Name**) / .....Safeguarding Officer

Baton twirling clubs should offer a positive experience for children and young people, where they can learn new things in a safe and positive environment.

As a member of UTE you are expected to abide by the following junior code of practice:

#### **Children and young people are expected to:**

- Be loyal and give friends a second chance.
- Be friendly and particularly welcoming to new members.
- Be supportive and committed to other team members, offer comfort when required.
- Keep yourself safe.
- Report inappropriate behaviour or risky situations for youth members.
- Play fairly and be trustworthy.
- Respect officials and accept decisions.
- Show appropriate loyalty and be gracious in defeat.
- Respect your opponents.
- Not cheat or be violent and aggressive.
- Make your club a fun place to be.
- Behave and listen to all instructions from your coach. Abide by the rules and respect the officials and their decisions.
- Show respect to other club directors and show team spirit.
- Take care of any equipment owned by the corps.
- Respect the rights, dignity and worth of all athletes regardless of age, gender, ability, race, cultural background or religious beliefs or sexual identity.
- Refrain from the use of bad language or racial/sectarian references. This includes bullying using new technologies like chat-rooms or texting.
- Not get involved in inappropriate peer pressure and push others into something they do not want to do.
- Refrain from bullying or persistent use of rough and dangerous play.



- Keep to agreed timings for training and competitions or inform their Club Director if they are going to be late.
- Wear suitable kit for training and competition, as agreed with your Club Director.
- Pay any fees for training or events promptly.
- Not smoke on club premises or whilst representing the club at competitions.
- Not consume alcohol or drugs of any kind on the club premises or whilst representing the club.
- Be careful who you are speaking to on social media – Keep Safe

**Children / Young People have the right to:**

- Be safe and happy in their chosen activity.
- Be listened to.
- Be respected and treated fairly.
- Privacy.
- Enjoy your sport in a protective environment.
- Be referred to professional help if needed.
- Be protected from abuse by other member or outside sources.
- Participate on an equal basis, appropriate to their ability.
- Experience competition and the desire to win.
- Be believed.
- Ask for help.
- Have any concerns taken seriously and acted on.

Any minor misdemeanours and general misbehaviour will be addressed by the coach or club director and reported verbally to the Club Safeguarding Officer. More serious or persistent misbehaviour may result in disciplinary action and potentially dismissal from the corps. Parents will be informed at all stages.

Disciplinary action can be appealed to the coach with final decisions taken by club committee or referred to UTE on the disciplinary procedures within the sport

Signature of child/young person :

Print name child/young person:

Date:

Signature of parent /guardian:



## **Appendix 6 - Management of Child Safeguarding Cases in Sport**

### **Policy summary**

#### **Introduction**

The NSPCC Child Protection in Sport Unit (CPSU) assists respective Sports Council funded sports organisations to achieve an agreed set of Standards which provide frameworks for safeguarding the welfare of children and young people involved in sport.

A key requirement of the Standards is for sports organisations to have procedures and systems in place to effectively manage complaints and concerns about the welfare of children and young people. These are collectively referred to as the case management process.

The CPSU, in partnership with Sport Resolutions UK, established a Case Strategy Group (CSG) to provide sports organisations with additional guidance and resources to support their case management functions in respect of the Standards. The main outputs of the CSG are an overarching Case Management Policy, the formation of a National Safeguarding Panel, and supporting resources and training.

#### **General principles of case management**

1. Where, in a sport context, any issue arises in relation to child protection and safeguarding, the welfare of children and young people shall be the paramount consideration.
2. Any investigation or inquiry is to proceed upon the basis that the primary consideration will be a determination of the risk posed to children and young people.
3. Unless the determination finds no, or an insignificant, risk, effective steps **must** be taken to manage or reduce the risk.
4. Individuals about whom there are concerns should be treated fairly and honestly and should be provided with support throughout the process

#### **Investigation**

5. Any investigation or inquiry must be sensitive to the welfare of the children and young people **during its processes** and, at all times, hold central the need to keep the interests of children and young people as paramount.
6. Where issues other than risk to children and young people are under consideration in any investigation or inquiry, such issues must remain subordinate to the requirement to determine the risk posed to children and young people.



### **Risk assessment**

7. The assessment of risk involves consideration of the actual or potential harm that an individual poses to children and young people in sport.

8. The assessment of risk does not involve making a finding based upon either the criminal or civil standards of proof (i.e. certainty or “the balance of probabilities”). The assessment requires a defensible decision that a risk does or does not exist and, where it does, a determination of the extent of such risk.

9. Save in exceptional cases, the assessment will not require the production of a formal risk assessment report.

### **Risk management**

10. The steps taken to address any perceived risk to children and young people must have regard to the nature and extent of the risk as well as to any particular and relevant aspects of the sport in question and, in the light of this, must seek to ensure that such steps will be effective.

11. In cases where the perceived risk is low, and no criminal or disciplinary charge could be made out, it may be nonetheless necessary to impose stringent restrictions on an individual or remove his/her ability to participate in the sport in question.

(CPSU 2014)