

# Safeguarding & Child Protection Policy

**Hampton in Arden Sports Club**

**Adopted on:** 1<sup>st</sup> January 2026

**Review Date:** 1<sup>st</sup> January 2027

## 1. Policy Statement

Hampton in Arden Sports Club is committed to creating a safe, inclusive and positive environment for all children, young people and adults at risk participating in our activities.

We recognise our duty of care under the **Children Act 1989**, the **Children Act 2004**, the **Working Together to Safeguard Children**, and the **Care Act 2014**.

We will:

- Safeguard and promote the welfare of children and adults at risk.
- Take all reasonable steps to protect them from harm, abuse, neglect and exploitation.
- Respond swiftly and appropriately to safeguarding concerns.
- Promote a culture where safeguarding is everyone's responsibility.

This policy applies to all:

- Committee members
- Coaches and assistant coaches
- Volunteers
- Officials
- Parents/carers
- Participants

## 2. Definitions

### **Child**

Anyone under the age of 18.

### **Adult at Risk**

An individual aged 18+ who:

- Has care and support needs, and
- Is experiencing, or at risk of, abuse or neglect, and
- Is unable to protect themselves.

#### **Abuse May Include:**

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Bullying (including cyberbullying)
- Grooming
- Financial abuse (for adults at risk)
- Discriminatory abuse

### 3. Safeguarding Principles

We are committed to:

- The welfare of the child being paramount.
- Listening to children and respecting their views.
- Ensuring all children have equal protection regardless of age, disability, gender, race, religion or sexual orientation.
- Taking all concerns seriously.
- Working in partnership with parents, carers and external agencies.

### 4. Roles and Responsibilities

#### **Club Committee**

- Ensure safeguarding arrangements are in place.
- Appoint a Welfare Officer.
- Ensure appropriate policies are implemented and reviewed annually.

#### **Club Welfare Officer (CWO)**

Name: John van der Rest

Contact: john.vanderrest@yahoo.com

The CWO is responsible for:

- Acting as the first point of contact for safeguarding concerns.
- Maintaining confidential records.
- Liaising with statutory agencies where required.
- Ensuring DBS checks are completed where appropriate.

#### **Coaches and Volunteers**

Must:

- Complete safeguarding training (as required by the club/NGB).
- Read and adhere to this policy.
- Report concerns immediately.
- Maintain appropriate professional boundaries.

## 5. Safer Recruitment

- Hampton in Arden Sports Club will ensure:
- Role descriptions are provided.
- Suitable references are obtained.
- Relevant roles require an Enhanced DBS check.
- Safeguarding training is completed.
- Volunteers understand codes of conduct before starting.

## 6. Code of Conduct

### **Coaches & Volunteers Must:**

- Treat all participants with respect and dignity.
- Avoid being alone with a child where possible.
- Never engage in inappropriate physical contact.
- Not communicate privately with children via social media.
- Use club-approved communication channels.

### **Participants Must:**

- Show respect to others.
- Not engage in bullying or abusive behaviour.
- Follow club rules.

Breaches may result in disciplinary action.

## 7. Recognising Abuse

Signs may include:

- Unexplained injuries
- Sudden changes in behaviour
- Fear of certain individuals
- Inappropriate sexual behaviour
- Withdrawal or anxiety

Coaches should not investigate but must report concerns.

## 8. Responding to Concerns

If a child discloses abuse:

1. Stay calm.
2. Listen carefully.
3. Do not promise confidentiality.
4. Reassure them they did the right thing.
5. Record the facts as soon as possible.
6. Report immediately to the Club Welfare Officer.

If a child is in immediate danger:

- Call 999.
- Contact your local Children's Services.

The CWO may refer to:

- Local Authority Children's Services
- The Police
- The club's National Governing Body (NGB)

## 9. Managing Allegations Against Staff or Volunteers

Any allegation involving a coach, volunteer or committee member must be reported to:

- The Club Welfare Officer immediately.
- The Local Authority Designated Officer (LADO) if required.

The individual may be suspended (without prejudice) while investigations take place.

## 10. Online Safety

The club will:

- Use official communication platforms.
- Obtain parental consent for photography.
- Avoid sharing personal data without consent.
- Ensure images are appropriate and stored securely.

## 11. Anti-Bullying

Bullying of any kind is not tolerated.

This includes:

- Physical bullying
- Verbal abuse
- Social exclusion

- Online harassment

All incidents will be recorded and addressed promptly.

## 12. Whistleblowing

All volunteers and members are encouraged to raise concerns about poor or unsafe practice.

Concerns can be raised with:

- The Club Welfare Officer
- The Club Chair
- The club's NGB safeguarding team
- External agencies if necessary

## 13. Confidentiality and Data Protection

Information will be:

- Shared only on a need-to-know basis.
- Stored securely.
- Managed in line with the UK General Data Protection Regulation and the Data Protection Act 2018.

## 14. Training

The club will ensure:

- Welfare Officer completes recognised safeguarding training.
- Coaches complete safeguarding awareness training.
- Refresher training is undertaken every 3 years (or as required by the NGB).

## 15. Policy Review

This policy will be reviewed: Annually

Club Chair: Graham Hollway

Date: 3<sup>rd</sup> March 2026

Club Welfare Officer: John van der Rest

Date: 3<sup>rd</sup> March 2026