



# Safeguarding Policy and Procedures



## Introduction

Halas Hawks Junior Football Club 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.

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.

We have 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 Safeguarding Children Regulations (see The FA Handbook) applies to everyone in football.

**We recognise that this is the responsibility of EVERY adult involved in our club.**

## 1 Key Principles

1. The child's welfare is, and must always be, the paramount consideration
2. All children and young people have a right to be protected from abuse regardless of their age, gender, disability, race, sexual orientation, faith or belief
3. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
4. Working in partnership with other organisations, children and young people and their parents/carers is essential.

## 2 Volunteer Recruitment

We will:

1. Specify what the role is and what it involves
2. Request identification documents
3. Meet and chat with the potential volunteer
4. Carry out relevant background checks, e.g. contacting previous clubs
5. Require an FA accepted Enhanced CRC

All current members working in eligible roles, with children and young people - such as managers and coaches are required to hold an in-date FA accepted Enhanced CRC with Barring List check as part of responsible recruitment practice

## 3 Dealing with concerns

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of Football Club guidance will be sought from The Football Association.

It is noted and accepted that The FA will consider the relevance and significance of the information obtained via the CRC Process and that all suitability decisions will be made in accordance with legislation and 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.

## 4 Reporting Concerns

If you are worried about a child then you must report these concerns to one of our Club Welfare Officers as soon as possible.

Receive	Listen actively, non-judgemental
Reassure	"You've done the right thing."
Respond	Explain what you are going to do.
Report	Report to a CWO asap. You <b>MUST</b> back this up in writing.
Record	Facts, not opinions. Exact words used. When? Where? Who? What?

**If you are unable to contact one of our Club Welfare Officers, contact Andrew Wheeler, Designated Safeguarding Lead at Birmingham County FA  
07980 830656**



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**5** **Bullying**

We acknowledge and endorse The FA's identification of bullying as a category of abuse.

Bullying of any kind is not acceptable at our club. 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 Club Welfare Officer in cases of serious bullying the CFA Welfare Officer may be contacted.

**6** **Club Welfare Officers**

We have appointed a Senior Club Welfare Officer in line with The FA's role profile and required completion of the Safeguarding Children and Welfare Officers Workshop. We have also appointed 3 additional Club Welfare Officers.

The post holders will be involved with Welfare Officer training provided by The FA and/or County FA. The SCWO or CWO are the first point of contact for all club members regarding concerns about the welfare of any child or young person. They will then liaise directly with the County FA (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 club members.

**7** **Codes of Conduct**

**Respect** codes of conduct for Players, Parents/ Spectators, Officials and Coaches have been implemented by Football 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 County FA in more serious circumstances.

**8** **Whistleblowing**

We encourage everyone to know about The FA's Whistle Blowing Policy and to utilise it if necessary.

Any adult or young person with concerns about a adult in a position of trust with football can 'whistle blow' by contacting The FA Safeguarding Team on 0800 169 1863, by writing to The FA Case Manager at The Football Association, Wembley Stadium, PO Box 1966, London SW1P 9EQ, by emailing [Safeguarding@TheFA.com](mailto:Safeguarding@TheFA.com) or alternatively by going direct to the Police, Children's Social Care or the NSPCC.

<b><u>Key Contacts</u></b>			
Geoff Ingram	Senior Club Welfare Officer	07762 759 005	<a href="mailto:g_k_ingram@hotmail.com">g_k_ingram@hotmail.com</a>
Pauline Hickman	Club Welfare Officer	07762 525 970	<a href="mailto:bhickman@halashawks.co.uk">bhickman@halashawks.co.uk</a>
Matt Jones	Club Welfare Officer	07507 851673	<a href="mailto:mattjones81@hotmail.co.uk">mattjones81@hotmail.co.uk</a>
Andrew Wheeler	Designated Safeguarding Lead at Birmingham County FA		07980 830656
FA Safeguarding Team		0800 169 1863	<a href="mailto:safeguarding@thefa.com">safeguarding@thefa.com</a>
NSPCC 24hr Helpline		0808 800 5000	<a href="mailto:help@nspcc.org.uk">help@nspcc.org.uk</a>

<b><u>Key Terminology and Definitions</u></b>	
Child	Anyone under the age of 18 engaged in any club football activity
Young person	
DBS	Disclosure and Barring Service
SCWO	Senior Club Welfare Officer
CWO	Club Welfare Officer

