



## **Child Protection and Safeguarding Policy**

### **Rationale**

The Management Committee wants access to Waldridge Park Junior Football Club to be as enjoyable and safe as possible for the young people in our community. The needs of the young people as individuals and as a group must come first. Child protection themes over-arch all of the laws of the game.

With this in mind, the club has appointed two named Young Persons' Welfare Officers- John Davies (U11 and older) and Lisa Gerrett (U10 and younger). Please note their primary function in this role is to assist the protection of the children involved, not to safeguard the club. However, the club will in turn maintain its good name on these matters through supporting the young people who come into contact with it.

All coaches of active teams will be fully FA compliant with FA coaching qualifications, Disclosure and Barring Service checks, safeguarding certificates and first aid certification.

### **Definitions**

*Young person*- any person aged under 16 years of age who is present at a Waldridge Park related event, be it as a player, a spectator, a volunteer or as an official. This includes any young person at matches, training, presentations, social functions, fundraisers or any other event linked to WPJFC

*Cause for Concern form*- a tool to record any episode that causes a coach, spectator or a player to be worried about the welfare of a young person. The Young Person's Welfare Officers hold these forms and all forms should be returned to them.

*Disclosure*- a legal term meaning the release of factual information about a person or an entity. *Do not confuse a disclosure with an allegation.*

*Onward referral*- it may be necessary to share the cause for concern with another agency for approval of actions or for the involvement of others who are specialist professionals- the Durham County Football Association, the local authority children's services or the Police.

### **Categories of abuse**

*Physical harm*- The use of force (sometimes excessive), hitting, slapping, kicking, tripping, nipping, pushing, grabbing, inflicting pain and imprisonment



*Neglect*- The withholding of the appropriate elements that a child requires to thrive: warmth, food, exercise, sleep and a safe environment. This category is usually considered on a cumulative basis. Childhood obesity sits within this category

*FGM*- the mutilation of female genitalia. This is cultural rather than being linked to any particular religion. *Please see for further information:*

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/482799/6\\_1587\\_HO\\_MT\\_Updates\\_to\\_the\\_FGM\\_The\\_Facts\\_WEB.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/482799/6_1587_HO_MT_Updates_to_the_FGM_The_Facts_WEB.pdf)

*Substance*- The unlawful or harmful facilitation or administration of alcohol, drugs (prescribed and none prescribed or other substances harmful to a child or to their development

*Self Harm*- cutting, nipping, hitting, refusing appropriate dietary intake or risk taking behaviour. This can be symptomatic of other categories of abuse

*Emotional*- the inappropriate withholding of affection or over-stated emotional baggage that a child is unduly given to deal with. This category is often considered on a cumulative basis

*Sexual*- inappropriate touching, penetrative acts, exposure of private body parts, sharing sexualised material with a child, intimate hugging or kissing. Grooming sits within this category. *Please see the following link:*

[http://www.local.gov.uk/c/document\\_library/get\\_file?uuid=72f54483-f97b-4f0e-a815-c969509cb27f&groupId=10180](http://www.local.gov.uk/c/document_library/get_file?uuid=72f54483-f97b-4f0e-a815-c969509cb27f&groupId=10180)

## **Procedural advice**

### **What do I do if I have a concern?**

Contact your Young Persons' Welfare Officer:

- Lisa Gerrett (U10 & Younger) lisagerrett@hotmail.co.uk
- John Davies (U11 & Older) 07411775526

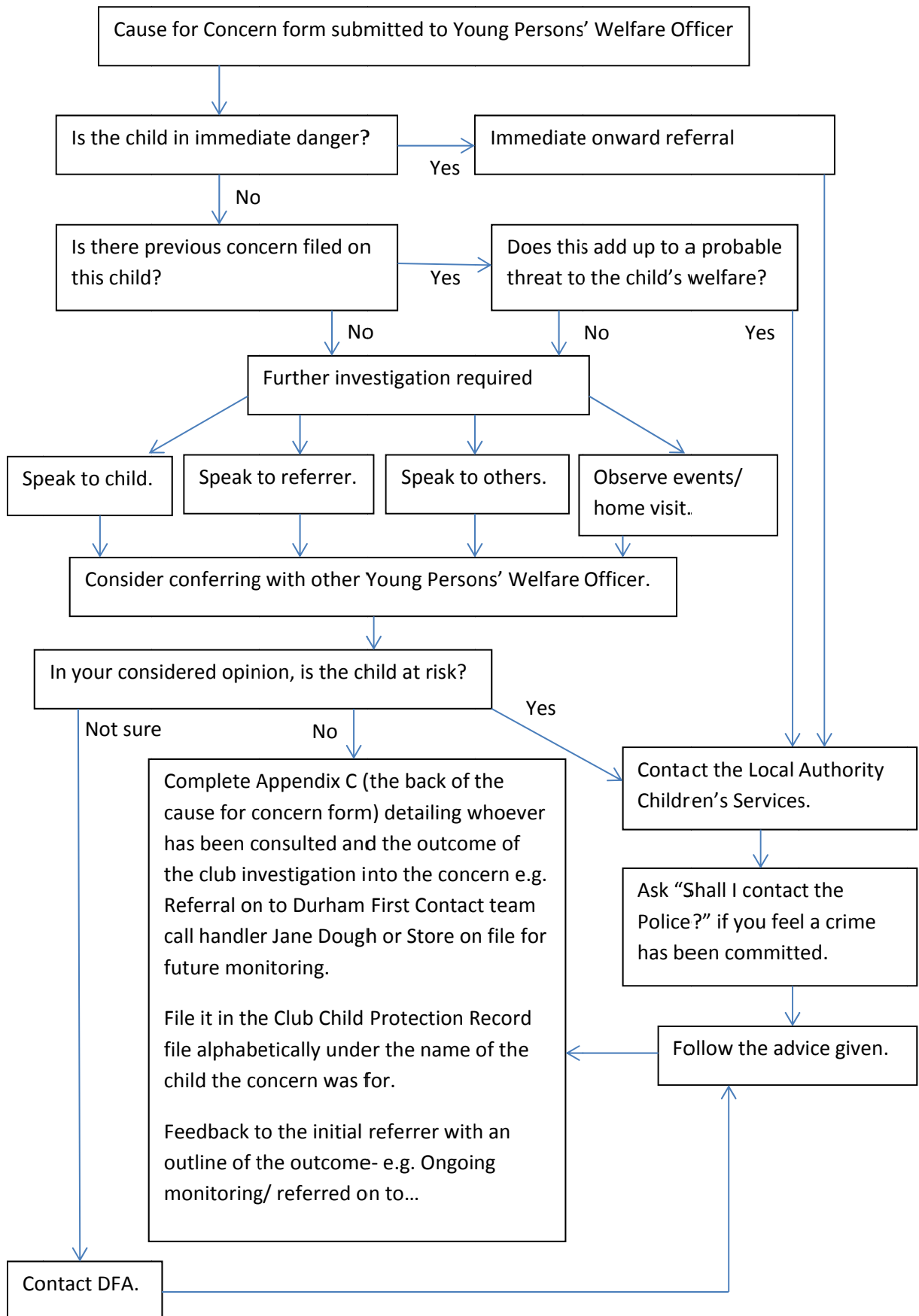
They will give you a form to complete (Appendix B) and return to them.

### **What if I don't know if my concern is serious enough to be referred onwards?**

Still report it to your Young Persons' Welfare Officer, they may already have some confidential information on the matter and your concern may complement that.

### **What do the Young Persons' Welfare Officers do with my concern?**

This depends upon a number of factors; please see the following flow diagram:





## **What are the Onward Referral Routes**

Depending on the circumstances, advice or action can be sought from:

- Durham County FA Welfare Officer Richard Hughes 3872929
- Durham Constabulary 101 ext 1
- Northumbria Constabulary 101 ext 2
- Durham Children's Services First Contact 0300267979
- Gateshead Children's Services 4332653/ 4770844
- Sunderland Children's Services Initial Response Team 5205560
- South Tyneside Children's Services 4245010/ 4562093

If a child is at immediate risk, a call **must** be made.

### **I submitted a cause for concern, but I have heard nothing back.**

The Young Persons' Welfare Officers have a duty first and foremost to the individual young person. It may be that any details in the outcome need to remain confidential following advice from an external agency. However, all concerns should be processed within seven days with a preference that feedback to the referrer stating if the outcome is an onward referral or a continuation of monitoring.

### **What happens to the cause for concern forms held on a young person if their affiliation moves to another club?**

The Young Persons' Welfare Officer responsible will contact the receiving club's welfare officer to share a copy of our records. See Appendix D

### **My cause for concern implicates the Young Persons' Welfare Officer.**

Contact the club chairperson John Lines on 07540737258

### **What is the club policy on photographs and video?**

In line with Durham County FA advice and the FA guidance (Photography Guidelines) laid out in the following link we formed the subsequent set of protocols:

<http://www.thefa.com/football-rules-governance/safeguarding/best-practice-downloads>

- We encourage the taking of photographic and video mementos, junior football should be celebrated
- We ask that the person taking the footage or stills asks the permission of both teams and the match officials. If anyone declines, the filming or photography should not take place, in line with the respect agenda



- Offer the opposing team a copy of all photos/ videos taken
- Photos/ videos that allow individual children to be identified should not be shared with third parties or on social media
- Photos on social media or in newspapers should not have captions to identify players under 16 years of age

**Items not covered elsewhere in this policy**

- Match reports should not make players readily identifiable
- Playing kit/ warm up gear/ bags should not have external player names or initials upon it



**Appendix A      CONFIDENTIAL**

**Cover Sheet**

Young Person Name \_\_\_\_\_

Date entry made into file: \_\_\_\_\_

Date of Birth: \_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_ \_\_ \_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other Young People in the home setting:



## Appendix B CONFIDENTIAL Cause for Concern Form

Child's name:		DOB:	
Date:		Time:	
Your Name:		Signature:	
Your Club Position: Player/ Parent/ Coach/ Spectator/ Team Secretary/ Other:			
Reason(s) for recording the episode/ concern:			
Record the following factually:	Who?		
	What?		
	Where?		
	When?		
Offer an opinion where relevant (how/ why this may have happened?) Substantiate your opinion.			
Did you take action at the time?			

Check that a stranger could read and understand this form then PASS THIS TO THE YOUNG PERSONS' WELFARE OFFICER: Karen Addison U10 & younger or John Davies U11 & older



## Appendix C CONFIDENTIAL Cause for Concern Form Response

Date opened: / /		Category: Phys/ Neg/ FGM/ Subs/ Self/ Emo/ Sex	
Name of Child/ Children:			
Factual account of the episode?		Yes	No
Is the opinion substantiated?		Yes	No
Your name (delete as applicable): Karen Addison John Davies Other		YPWO U10 & younger YPWO U11 & older	
Names and titles of other people involved:	1		
	2		
	3		
Who has this been shared with?			
What action has been taken and by whom? Please note outcomes.			
Your signature:		Date: / /	





## **Appendix D CONFIDENTIAL Transfer of player information form**

**Young Person's name:**

**WPJFC Official Sharing information Name:**

**Signature:**

**Date:**

**Receiving club official Name:**

**Signature:**

**Date:**



## Safeguarding Guidance

Waldridge Park JFC wishes to enable a safe, enjoyable environment within which to play, coach and watch football.

In order to safeguard all stakeholders, the club expects all players, coaches, spectators and members/ stakeholders to follow the guidance provided through this link to keep themselves free from allegations:

<http://www.thefa.com/football-rules-governance/safeguarding/best-practice-downloads>

We also see the upholding of this following policy as fundamental to stakeholders enabling a safe, happy environment:

<http://www.waldridgeparkjfc.co.uk/home/wp-content/uploads/2018/05/Recruitment-and-retention-of-players.pdf>

Following this table of Roles and Responsibilities will also help safeguard all stake holders:

<http://www.waldridgeparkjfc.co.uk/home/wp-content/uploads/2016/03/wpjfc-roles-resps.pdf>

Safeguarding is EVERYBODY'S BUSINESS. Failure to adhere to the above will be considered misconduct as per the Club Discipline Policy:

<http://www.waldridgeparkjfc.co.uk/home/wp-content/uploads/2016/03/WPJFC-Discipline-policy.pdf>