

Safeguarding Policy

The Charity Commission states that Charity trustees are responsible for ensuring that those benefiting from, or working with, their charity are not harmed in any way through contact with it. They have a legal duty to act prudently and this means that they must take all reasonable steps within their power to ensure that this does not happen. It is particularly important where beneficiaries are vulnerable persons or children in the community.

Trustees are expected to find out what the relevant law is, how it applies to their organisation, and to comply with it where appropriate. They should also adopt best practice as far as possible. Children are an especially vulnerable group and therefore the Charity Commission is concerned to stress the importance of charities having proper safeguards in place for their protection.

Safeguarding or Child Protection

The term child protection has been changed to safeguarding as it reflects the wider responsibility for health & safety & prevention as well as just protection from abuse. It may be defined as:

Doing everything possible to minimise the risk of harm to children and young people.

Safeguarding is about being proactive and putting measures in place in advance of any contact with children to ensure that children are going to be kept safe. This could include:

- ensuring staff are properly checked when they are recruited
- guidelines for people who come into contact with children or vulnerable adults as part of their role to ensure they know what they need to do to keep people safe
- guidelines for planning an event or activity with children and putting measures in place to minimise the risk of safeguarding issues occurring.

POLICY STATEMENT

We at **Phab** are committed to good practice, which protects children from harm. Staff and volunteers accept and recognise their responsibility to provide an environment that promotes the safety of the child at all times. To achieve this we will:

- Develop an awareness of the issues that may lead to children being harmed.
- Create an open environment by identifying a 'Designated person' to whom the children can turn to if they need to talk.
- Adopt member centred and democratic styles of working.
- Adopt Safeguarding guidelines through codes of conduct for members and all adults working at the club. Adult workers include parents and volunteers.
- Ensure careful recruitment, selection and management procedures. These procedures will include regular support & supervision is provided to staff/volunteers.
- Ensure complaints, grievance and disciplinary procedures are included and available to all.
- Share information about concerns with children and parents and others who need to know.
- Provide information as required to the management committee.
- Ensure good and safe working/playing practices
- Be involved in training made available through the various agencies and strengthen links with these agencies.
- Keep Safeguarding policies under regular review (every 3 years minimum).
- Have procedures relating specifically to bullying, away trips, transport and use of photography
- Have an induction document available for volunteers and members clearly outlining their rights and responsibilities

Chairperson, **Phab**

Date

Children have the right to be safe. All Phab Clubs should ensure that this fundamental principle takes precedence over all other considerations.

This policy applies to all those involved in **Phab**, administrators, Trustees, volunteer drivers, parents and young people.

EQUALITY STATEMENT

Phab is committed to ensuring that equity is incorporated across all aspects of its development.

- The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- The club is committed to everyone having the right to enjoy their time at the club in an environment free from threat of intimidation, harassment and abuse.
- All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

To address the vulnerability of children with a disability **Phab** will seek guidance on working with children with a disability from external agencies, parents / guardians and the children themselves.

Further information can be obtained in the Equal Opportunity Policy, which is available in the office.

CONFIDENTIALITY STATEMENT

We at **Phab** will never promise to keep secrets. However, information of a confidential nature will only be communicated on a "need to know" basis, with the welfare of the club member paramount.

Considerations of confidentiality will not be allowed to override the rights of members to be protected from harm.

The Safeguarding policy statement is available within club premises for all interested parties to read.

AWARENESS OF THE ISSUES

Background knowledge in relation to child abuse, the general principles of Safeguarding and the ability to recognise and respond to abuse are important issues. Of primary concern for **Phab** is the issue of Safeguarding of our members within the operation of the club. However, being cognisant of the indicators of abuse in respect of members caused

by others outside the club, are of an equal importance for the safety and well being of that child.

Please refer to the Child and Vulnerable Adult Protection Policy for further information about types of abuse, how to recognise abuse and how to report accidents and incidents.

In addition to these **Phab** recognises that we have a responsibility to:

“protect members from bullying and to have policies and procedures in places to do so”

Club staff and volunteers should challenge bullying in any form i.e. physical or emotional. Physical bullying can take the form of attacks, such as hitting, kicking, taking or damaging belongings. Emotional bullying may be a verbal assault, including name-calling, insults, repeat teasing, sectarian/racist assaults, or it may take more indirect forms, such as spreading malicious gossip, rumours or excluding someone from a social group. Bullying is not an accepted behaviour towards anyone at **Phab** be they child, volunteer or parent. Anyone found to be bullying others will be dealt with seriously both in regards to the behaviour exhibited and the reasons for the behaviour.

DESIGNATED PERSON

The Designated person within **Phab**, is

NAME

Contact number:

NAMED PERSON shall be made known to members, volunteers and parents alike; as the designated person to whom concerns will be addressed. If the concern is about the designated person please report to Club Chairperson.

Guidelines for recording/ dealing with incidents/accidents is outlined in the Child and Vulnerable Adult Protection Policy.