

Queens Sports Club Safeguarding Policy and Procedures.

**Safeguarding is everyone's responsibility:
Not responding to a safeguarding concern is NOT an option.**

Introduction

We all have a responsibility to safeguard both children and adults who are experiencing, or are at risk of, abuse and neglect. Queens Sports Club acknowledge the duty of care to safeguard and promote the welfare of all those using the facilities and is committed to ensuring the safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and LTA/England Squash (and any other of the clubs regulatory bodies) requirements.

The policy recognises that the welfare and interests of both children and adults is paramount in all circumstances. It aims to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation or social economic background, all members and guests have a positive and enjoyable experience of sport at Queens Sports club in a safe and person-centred environment.

The purpose of this policy statement is

- To protect children, young people and adults who receive Queens Sports Club services from harm.
- To provide staff and volunteers, and those using the facilities with the overarching principles that guide our approach to both children and adult protection.

Policy statement

This organisation is committed to creating and maintaining a safe and positive environment for all people involved in the sport/activity. It accepts its responsibility to assist in the welfare of all people and to safeguard them from poor practice, abuse and bullying. We aim to ensure that all children and adults are protected from abuse whilst participating in the activities provide by Queens Sports Club such as squash, tennis or outside of the activities provided.

All individuals within the organisation - players/members/volunteers/coaches/support staff - have a role and responsibility to help ensure the safety and welfare of others.

This organisation accepts that we are required to fulfil our duty of care, which means that we must do everything that can be reasonably expected of us to help safeguard and protect people from harm, and to act when we suspect that someone is being harmed or is at risk of harm.

The organisation also adopts the full policy from the LTA and England Squash.

Who is an adult at risk?

This is a person age 18 or over who is, or may be, in need of community care services by reason of disability, age or illness, and is, or may be, unable to take care of or unable to protect themselves against abuse or neglect.

Safeguarding an adult at risk is protecting them from abuse and/or neglect. Enabling adults to maintain control over their lives and make informed choices without coercion. Empowering adults at risk, consulting them before acting, unless someone lacks the capacity to make a

decision, or their mental health poses a risk to their own or someone else's safety, in which case, always acting in their best interest.

The official definition of "Adult safeguarding" is working with adults with care and support needs to keep them safe from abuse or neglect. It is an important part of what many public services do, and a key responsibility of local authorities (Care Act 2014).

Safeguarding adults is underpinned by:

- The Care Act 2014
- Mental Capacity Act (MCA) 2005

Types of abuse suffered by adults identified in the Care Act 2014 are:

- Physical
- Sexual
- Psychological/Emotional/Mental
- Financial and material
- Neglect and act of omission
- Discriminatory
- Organisational
- Modern Day Slavery
- Domestic Violence
- Self Neglect – including hoarding

Other types of harm that adults may experience include:

- Cyber Bullying
- Forced Marriage
- Female Genital Mutilation
- Mate Crime
- Radicalisation

Who is a child at risk?

A child is any person under the age of 18.

Safeguarding children is protecting them from abuse and neglect, preventing the impairment of children's health and development, ensuring that they grow up in circumstances consistent with the provision of safe and effective care, and taking action to enable all children to have the best life chances.

We acknowledge that some children including disabled children 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.

Safeguarding children is defined in 'Working Together to safeguard children' as

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes.

Types of abuse

- Physical Abuse
- Neglect
- Sexual Abuse
- Emotional Abuse
- Bullying
- Hazing (any action or situation, with or without the consent of the participants, which recklessly, intentionally or unintentionally endangers the mental, physical or emotional wellbeing of a child or young person)

Safe recruitment and safeguarding training

Queens Sports Club is committed to ensuring that everyone who works for us and serves on the committee understands their safeguarding responsibilities and keeps their knowledge up to date. We want to make sure that all our volunteers and staff have the right skills and qualities to create a safe environment.

All staff and volunteers will be subject to safe recruitment procedures and will also be updated with any relevant legislation, policies and procedural changes.

Appropriate training will also be identified and offered, including safeguarding adults training.

Communication & Responsibility

The organisation will make available its Safeguarding Policy and Procedures to all staff, volunteers, members and partner organisations.

The Queens Sport Club elected committee members have overall responsibility for this policy and implementation. The Clubs Welfare Officer, is responsible for updating this policy in line with legislative and club developments.

What to do if you have concerns

If anyone is concerned that a child or vulnerable adult is at risk of being abused or neglected, they should not ignore their suspicions and should not assume that someone else will take action to protect that person.

If a child or adult is in immediate danger or risk of harm, the police should be called 999.

Listen carefully to what the person tells you and reassure them that they have done the right thing speaking to you. Avoid questioning where possible and never ask leading questions. No one working or volunteering for Queens Sports Club should investigate concerns about individual children or vulnerable adults who are or may be being abused or who are at risk. However, this does not mean that we should do nothing when we learn of a concern.

Do not promise secrecy. We all have a responsibility to make sure that concerns about children and vulnerable adults are passed to the person or agency that can help them without delay. If there is no perceived immediate danger any concerns for their wellbeing should be made to the Welfare Officer, Michelle Ralph. This can be either , completing the incident reporting form (Appendix 1) and email to SafeguardingQSC@outlook.com or leave your contact details with a member of staff who will ask Michelle Ralph contacts you within 24 hours. The welfare officer will record and discuss with you what she will do with the information which may result in a referral to the Calderdale Local Authority safeguarding services, or discussions with regulatory bodies such as the LTA or England Squash.

Be mindful of the need to remain confidentially.

Incident Reporting form

Date of report

Details of person completing the report

Name

Contact Details

Details of your concerns

Where did the concern take place?

Details of your concern (please provide as much information as possible – use addition sheets if needed)

Date the concern occurred

Evidence (observations made by you or to you eg description of physical bruising other injuries, person's emotional state, behaviour/actions towards the person. Be clear what is fact, opinion or hearsay)

Action taken so far

Other people aware/has the person disclosed concerns to anyone else.

Have you informed any other external bodies (eg LADO, Local Authority, Police)

If so please provide details of your report, the contact name and any action being taken.

Are you reporting your concern, or one raised by someone else? If so provide their details here.

Details of the child/young person/adult at risk (if known)

Name

DOB

Role (if applicable)

Contact details.

What is the person saying about this concern?

Other Information

Details of previous incidents or concerns (If known).

What to do if you have a safeguarding concern

