



INTRODUCTION / REFERENCE DOCUMENTATION:



Highfield Grange 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 an ongoing safe environment for all its members.

N.B. A child or young person is anyone under the age of 18 engaged in any football activity.

Highfield Grange is determined by building and embracing this policy into our Charter Standard procedure and protocols that the club will develop a best practice approach to child protection. Hopefully, everyone connected with the club will benefit from this approach, making the club child /young person centred and contribute to a well run friendly environment that attracts even more members.

THE FOOTBALL ASSOCIATION GUIDANCE

Highfield Grange FC subscribes to the Football Association Safeguarding Children Policy & Procedure and endorses and adopts the policy statement contained in that document.

The key principals of the FA Safeguarding Children Policy are that :-

- The child's welfare is, and always must be the paramount consideration.
- All children and young people have a right to be protected from abuse regardless of age, gender, disability, culture, racial origin, language, religious beliefs or sexual orientation.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately and referred to other organisation for legal action.
- Essential work in partnership with organisations, children and young people and their parents or carers.

CLUB POLICY

1. Highfield Grange FC acknowledges 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. Highfield Grange Football Club recognises that this is the responsibility of every adult involved in the club – club and team officials, helpers and parents.
2. Highfield Grange FC recognises that for children or young person's self esteem and confidence it is important that good ,clear lines of communication with trusted officials and coaches are maintained and improved to help the prevention of abuse.
3. Highfield Grange FC has 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 (see club's bulling policy). It is accepted the FA's Safeguarding Children Regulations (see FA Handbook) applies to everyone in football whether on a paid or voluntary capacity. This includes those who are volunteers, match officials, helpers on club tours , football coaches , club officials, team officials or medical staff.

4. Highfield Grange FC endorses and adopts the FA's Safeguarding Children Guidelines for recruiting volunteers and will :-
 - Develop a role profile;
 - Request identification;
 - As a minimum , meet and chat with applicants and where every possible conduct interviews before appointments are made;
 - Request and follow –up with two references before appointing;
 - Require a FA DBS Unit Enhanced disclosure where appropriate in line with FA guidelines.
5. All current Highfield Grange FC members (club officials, team officials etc) with direct access to children and young people will be required to complete a DBS Enhanced Disclosure via the FA online unit with documentation verified by the club's Welfare Officer. If there are concerns regarding the appropriateness of an individual who is already involved or has been approached by the club to become part of the said organisation, guidance will be sort from the Football Association. The FA will consider the relevance and significance of the information obtained by the DBS Enhanced Disclosure Unit and all decisions will be made in the best interest of children and young people.

Highfield Grange FC accept that the FA aims to prevent people with a history of relevant and significant offending from having contact with children and young people and the opportunity to influence policies or practice with children and young people. This is to prevent direct sexual or physical harm to children and to minimise the risk of “grooming” within football.

6. Highfield Grange FC supports the FA's Whistle Blowing Policy. Any adult or young person with concerns about a colleague can “ whistle blow” by contacting the FA Child Protection Manager on 01257 745 4912 by writing to :-

The FA Case Manager,
The Football Association ,
25 Soho Square ,
London
W1D 4FA

Alternatively, and in the case the Club Welfare Officer or county safe guarding officer cannot be reached and it is an **EMERGENCY & IF A CHILD IS AT RISK** contact the local police ,Social Services (Children's Services) or NSPCC (**0808 8000 5000** or **08001111**– 24 hour helpline) can be contacted.

Highfield Grange FC encourages everyone to know about the above and utilise it, if necessary

7. Highfield Grange FC have a appointed **Claire Murphy** (**07917-671320** – claireabaker@me.com) in the capacity of Club Welfare Officer (CWO) in line with the FA's profile and his required completion of the FA Safeguarding Children's Workshop. Claire is :-

- The FIRST POINT OF CONTACT for all club members, parents and guardians regarding concerns over the welfare of any child or young person .
- The liaison between outside bodies – LFA, FA, police, Social Services or NSPCC

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- The person responsible for playing a positive role in increasing an awareness of poor practice and abuse amongst club members or the members of other opposition teams during games.

8. Highfield Grange FC acknowledges and endorses the FA's identification of bullying as a category of abuse. Bullying of any kind is NOT ACCEPTABLE at Highfield Grange FC. If any bullying does occur within the club all players, parents or guardians should be able to tell and know that incidents will be dealt with promptly. Please also refer to club document A38 in regard to the club's bullying policy.

9. Highfield Grange FC have the following club documentation implemented to provide procedures and protocols in place in order to regulate persons within the club :-

- Code of conduct for club players (A2 –REV)
- Code of conduct for parents / spectators (A3-REV)
- Code of conduct for club officials (A7 –ORIG)
- Code of conduct for club coaches (A6 –REV)

The club have a clear and defined sanction to deal with any misconduct at club level (see form A10 –Complains Procedure) of the above and acknowledges the possibility of potential sanctions from external bodies which may be implemented by leagues, cup competitions (during the season or closed season) LFA or the FA in more serious circumstances under the authority of their jurisdiction.

10. All members of Highfield Grange FC will be informed of the above codes annually during the registration process of the club teams by the individual managers / officials within the club. All club managers will return a form (A5-VER) to the club secretary validating that the codes have been read by players, parents and guardians plus club officials.

11. Highfield Grange FC will endeavour to provide refresher courses or updates on Child protection issues to its officials , coaches and volunteers involved in the club annually. The responsibility for renewal of DBS checks (before every 3 years) and child Protection refresher courses is solely the responsibility of the individual club team officials along with any fees required. The only exception is in the case of new club teams where the costs of any DBS and Child Protection Courses for official (s) will be paid for by the parent club as part of their Level One qualifications. Any team official NOT having qualified DBS and Child Protection qualification by the 1st June every year shall be along with the team withdrawn from the club's Annual LFA Health Check until such time as these qualification are obtained.

12. Highfield Grange FC will review this policy accordingly when new issues or legislation is raised at FA, county (LFA) or club level and guidance is either issued or considered to be good preventative practice and procedure at our local level of the game.

NOTE : Further advice on Safeguarding Children matters can be found at :-

- The Lancashire County Football Association Child Protection Office Designated Safeguarding Officer **Neil Yates** by phone on **01772 624000** or via email at neil.yates@lancashirefa.com

Football Association /NSPCC Child Protection 24 hour help line - **0808-800 5000**

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OR www.footballsafe@thefa.com OR The FA Child Protection Team on 0207 - 745 4895

- Read more at <http://www.thefa.com/news/2016/Sep/21/reporting-concerns#ubHJs1Ohx9H5v25a.99>

Highfield Grange