

Bowling Club

Bowls Herefordshire Safeguarding Bowls

March 2016

NOTE:

Affiliated Clubs

All clubs must ensure they have welfare procedures in place. It is recognised that all clubs are different and guidelines need to be adapted to suit each case.

***Care Act 2014 and Working Together to Safeguard Children (2015)*¹ is based on the principles that:**

- (1) Safeguarding is everyone's responsibility and for services to be effective each professional and organisation should play their full part.*
- (2) A child-centred approach is vital and for services to be effective they should be based on a clear understanding of the needs and views of children.*

Clubs should:

- *Carry out an overall risk assessment*
- *Adopt policies and procedures as appropriate*
- *Nominate a Club Welfare Officer*
- *Promote training opportunities to club members*

The Club Welfare Officer is not required to make a judgement regarding an incident but to report it to the National Governing Body Designated Safeguarding Officer.

¹ Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children (March 2013)

Safeguarding Bowls at Bowls Club

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Section 1

Safeguarding and Child Protection Policy

Bowling Club has considered its responsibilities to the young people participating in bowls at our premises and within our club very carefully, and has produced the following Safeguarding and Child Protection Policy and underpinning procedures in order to set out the standards we wish to uphold in providing activities for children and safeguarding the welfare of children in our care.

The Club affiliates to the Bowls England National Governing Body and the Club recognises the policies of their Governing Body, as set in out in the “Safeguarding Bowls Guidelines”.

1. Policy Statement

The Club acknowledge its duty of care to safeguard the welfare of all young people (defined as those under 18) involved in bowls within the club. All young people have a right to protection, and have their particular needs taken into account.

The Club will therefore endeavour to ensure the safety and protection of all young people involved with the club through the Child Protection guidelines adopted by the Management Committee of the club. It is the responsibility of all adults within the club to assist the Management Committee in this endeavour.

2. Policy Aims

- To provide young people with appropriate safety and protection whilst in the care of the club and also help them to enjoy their experience of the sport of bowls.
- To reassure parents that their children will receive the best practicable care possible whilst participating in activities within the club.
- To provide support to club members and volunteers to make informed and confident responses to specific child protection issues and to fulfil their role effectively.

3. Principles

- The welfare of young people is paramount.
- All young people, whatever their age, culture, disability, gender, language, ethnic origin and religious beliefs have the right to protection from abuse.
- All suspicions and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.
- All staff and volunteers working in bowls have a responsibility to report concerns to their Club Welfare Officer.

- Adults – club members, volunteers, coaches, referees and members will be supported to understand their role and responsibility with regard to the duty of care and protection of young people by the club and the National Governing Body.

Individuals will receive support through education and training, coordinated by the club/national governing body to be aware of and understand best practice and how to manage any welfare or child protection issues that may come to light.

- The Club will work in partnership with young people and parents to review and implement child protection and safeguarding procedures.
- The Club's policy and procedures are based on the above principles and UK and international legislation and government guidance and take the following into consideration:
- The Children Act 1989 and 2004.
- Working Together to Safeguard Children 2015.
- The UN Convention on the Rights of the Child.
- Any subsequent legislation relating to child protection would implicitly be incorporated into this document.

4. Responsibilities and Communication

- The Club's Child Protection Policy will be available to all members, parents, staff, volunteers and participants.
- The Policy will be reviewed every three years by the Management Committee, and amended as appropriate. Guidance from Bowls National Governing Bodies will be sought as part of the review process.
- The Management Committee has responsibility for ensuring that the policy and procedures are implemented, including referring any appropriate disciplinary action to the national governing body as appropriate.
- The Club Welfare Officer has responsibility for responding to any allegations, concerns or child protection incidents, passing information to the appropriate National Governing Body Designated Safeguarding Officer and informing the appropriate club staff where relevant.
- Parents have a responsibility to work together with the club in implementing procedures and providing their children with the necessary information to keep themselves safe.

5. Monitoring and review

- This policy will be reviewed one year after being introduced and then every three years or in response to significant new legislation. The policy will be monitored in partnership with the national governing body and Bowling Development Alliance procedures.

Section 2

Safeguarding Adults at Risk Policy

Bowling Club affiliates to the Bowls England National Governing Body and the Club recognises the policies of their Governing Body, as set in out in the "Safeguarding Bowls Guidelines".

Policy Aims

- The purpose of this policy is to outline the duty and responsibility of staff/volunteers working on behalf of the Club in relation to Safeguarding Adults at risk.
- All adults have the right to be safe from harm and must be able to live free from fear of abuse, neglect and exploitation.

Objectives

- Everyone who participates in bowls is entitled to do so in a safe and enjoyable environment.
- The Club is committed to helping everyone in bowls accept their responsibility to safeguard adults at risk, from harm and abuse.
- All suspicions and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.
- Staff and volunteers working with adults at risk in bowls have a responsibility to report concerns to the Club Welfare Officer.

Definition of an Adult at Risk?

- An Adult (a person aged 18 or over) who 'is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation'.
(Definition from the Department of Health 2002)
- This could include people with learning disabilities, mental health problems, older people and people with a physical disability or impairment. It may also include victims of domestic abuse, hate crime and anti- social behavior. The persons' need for additional support to protect themselves may be increased when complicated by additional factors, such as, physical frailty or chronic illness, sensory impairment, challenging behavior, drug or alcohol problems, social or emotional problems, poverty or homelessness.

Types of Abuse

The Department of Health in its 'No Secrets' 2000 report suggests the following as the main types of abuse:

- **Physical abuse** - including hitting, slapping, pushing, kicking, misuse of medication, restraint, or inappropriate sanctions.
- **Sexual abuse** - including rape and sexual assault or sexual acts to which the vulnerable adult has not consented, or could not consent or was pressured into consenting.

- **Psychological abuse** - including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.
- **Financial or material abuse** - including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.
- **Neglect and acts of omission** - including ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.
- **Discriminatory abuse** - including race, sex, culture, religion, politics, that is based on a person's disability, age or sexuality and other forms of harassment, slurs or similar treatment, hate crime.
- **Institutional abuse** - Institutional abuse although not a separate category of abuse in itself, requires specific mention simply to highlight that adults placed in any kind of care home or day care establishment are potentially vulnerable to abuse and exploitation. This can be especially so when care standards and practices fall below an acceptable level as detailed in the contract specification.
- **Multiple forms of abuse** - Multiple forms of abuse may occur in an ongoing relationship or an abusive service setting to one person, or to more than one person at a time, making it important to look beyond single incidents or breaches in standards, to underlying dynamics and patterns of harm. Any or all of these types of abuse may be perpetrated as the result of deliberate intent and targeting of adults at risk, negligence or ignorance.

Responsibilities and Communication

- The Club's Safeguarding Policy will be available to all members, parents, staff, volunteers and participants. It is important that adults at risk are protected from abuse. All complaints, allegations or suspicions must be taken seriously with the Club Welfare Officer passing information to the appropriate National Governing Body Designated Safeguarding Officer and informing the appropriate club staff where relevant.
- The Club has responsibility for ensuring that the policy and procedures are implemented, including referring any appropriate disciplinary action to the national governing body as appropriate.

The Role of Key Individual Agencies

- **Adult Social Services** - The Department of Health's recent 'No secrets' guidance document requires that authorities develop a local framework within which all responsible agencies work together to ensure a coherent policy for the protection of vulnerable adults at risk of abuse.

All local authorities have a Safeguarding Adults Board, which oversees multi-agency work aimed at protecting and safeguarding vulnerable adults. It is normal practice for the board to comprise of people from partner organisations who have the ability to influence decision making and resource allocation within their organisation.

- **The Police** - The Police play a vital role in Safeguarding Adults with cases involving alleged criminal acts. It becomes the responsibility of the police to investigate allegations of crime by preserving and gathering evidence. Where a crime is identified, the police will be the lead agency and they will direct investigations in line with legal and other procedural protocols.

Legal Framework

- The Government guidance 'No Secrets', published in 2000, sets out a code of practice for the protection of adults at risk: www.gov.uk/government/publications/no-secrets-guidance-on-protecting-vulnerable-adults-in-care

The Care Act (2014), which came into force from April 2015, sets out for the first time a legal framework for safeguarding adults. Each Local Authority must have a Safeguarding Adults Board (SAB) that includes the local authority, NHS and police. SABs must meet regularly, develop shared safeguarding plans and publish an annual review of progress. SABs will carry out Safeguarding Adults Reviews in some circumstances relating to safeguarding failures. The Act also introduces a responsibility for Local Authorities to make enquiries and take any necessary action if an adult with care and support needs could be at risk, even if that adult isn't receiving local authority care and support.

- Human Rights Act 1998, the Mental Capacity Act 2005 and Public Interest Disclosure Act 1998
- Data Protection Act 1998, Freedom of Information Act 2000, Safeguarding Vulnerable Groups Act 2006, Deprivation of Liberty Safeguards, Code of Practice 2008
- The Mental Capacity Act 2005, covering England and Wales, provides a statutory framework for people who lack capacity to make decisions for themselves, or who have capacity and want to make preparations for a time when they may lack capacity in the future. It sets out who can take decisions, in which situations, and how they must go about this.

Monitoring and Review

- This policy will be reviewed one year after being introduced and then every three years or in response to significant new legislation by the Management Committee, and amended as appropriate. Guidance from Bowls National Governing Bodies will be sought as part of the review process.
- The policy will be monitored in partnership with the National Governing Body and Bowls Development Alliance procedures.

Section 3

Bowling Club Action Plan

Aim: To identify where there are gaps in order to provide a safe and welcoming environment for children and vulnerable adults.

The Bowls Club has	Yes	No	Action Required	By Whom	By When
Club Welfare Officer					
Child Protection Policy					
Adults at Risk Policy					
Recruitment Policy (staff, coaches & volunteers)					
Health and Safety Policy					
Equity Policy					
Photography and Video recording Policy					
Anti-bullying Policy					
"Whistle-blowing" Policy					
Relevant Player Profile Forms					
Guidelines on transportation of young people'					
Guidelines on the supervision of children & adults at risk					
Established a late collection/pick up procedure					
Codes of Conduct (parents/coaches/children)					
Adopted the NGB Disciplinary Procedures or the club has its own					
Undertaken a Risk Assessment both for adults and juniors					
Made parents aware of the Child Protection Policies and Procedures					
Ensure all club members, coaches and volunteers have access to appropriate training					
Relevant contact details for all key people/agencies are displayed on the Club noticeboard <ul style="list-style-type: none"> • NGB Designated Safeguarding Officer • County Welfare Officer • Club Welfare Officer • Local Child Social Care • Local Adult Social Care • Local Police • NSPCC 					

Review undertaken by: _____

_____ Bowling Club

Date: _____ 2016

Section 4

Bowling Club Safeguarding Contacts

Club Welfare Officer:

Tel: _____

Email: _____

County Welfare Officer:

Bowls Herefordshire

Jennie Cole

Tel: **01588 660 891**

Email: jennifer516@btinternet.com

National Governing Body Designated Officer:

Bowls England

NGB Designated Officer

Alistair Hollis

Tel: **07765 050408**

Email: alistairhollis@bowlsengland.com

If you think that a child has been harmed or is being neglected, contact the:

Herefordshire MASH (Multi-Agency Safeguarding Hub): Tel: **01432 260800**

Or the **POLICE** on the contact numbers listed below:

Contacting the Police when you think
a child is in **immediate danger***:

Tel: **999** (in an emergency)*

Contacting the police to discuss a child protection or safeguarding concern
when a child is **not in immediate danger**:

Tel: **0300 333 3000**

Or you can also email the police to inform them of concerns and start a conversation with them at: contactus@westmercia.pnn.police.uk

You can also contact the:

Family Assessment Safeguarding Team (FAST)
Emergency Duty Team (FAST out of hours number)

Tel: **01432 261628.**

Tel: **01905 768020**

NSPCC www.thecpsu.org.uk

Tel: **0808 800 500**

Email: help@nspcc.org.uk

ChildLine www.childline.org.uk
(free 24hr helpline for children)

Tel: **0800 1111**

Local Safeguarding Children Boards:

Herefordshire LSCB

E-mail: admin.hscb@herefordshire.gov.uk

Web: <http://www.herefordshire.gov.uk/hscb/>

Shropshire LSCB

Email: customer.service@shropshire.gov.uk

Web:

<http://www.shropshire.gov.uk/childrenfamilies.nsf/open/76D9CBA219A132BD80256C7D004229BD>

Worcestershire LSCB

Email: WSCBtraining@worcestershire.gov.uk

Web: <http://www.worcestershiresafeguarding.org.uk/>