



Stoneygate Rugby Football Club

Safeguarding Policy (Children)

Last reviewed: March 2019

Next review date: March 2022 (or sooner if there is a significant change in the organisation's role/structure or in relevant legislation)

Rugby club and Constituent Body codes of conduct should encompass the Core Values.

TEAMWORK
DISCIPLINE
SPORTSMANSHIP
RESPECT
ENJOYMENT

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1. Introduction

Stoneygate Rugby Football Club (RFC) is committed to our mini and junior section club environment being a safe and happy one. It is important to us that the RFU Core Values of teamwork, discipline, sportsmanship, respect and enjoyment are incorporated into the heart of the club. We take seriously our responsibility to promote the welfare and wellbeing of every child involved in the club and acknowledge our duty of care to safeguard and to protect.

2. Policy Statement

Ensuring safeguarding practice within the club reflects statutory responsibilities, government guidance, and complies with best practice and RFU requirements is important to us. The RFU has a Safeguarding Policy which is mandatory for all those participating in rugby union. The RFU policy, a copy of which can be found at www.englandrugby.com/safeguardingpolicy, is endorsed and adopted by Stoneygate RFC.

The RFU Safeguarding Policy is based on the following key principles:

- The welfare of the child is paramount
- All participants regardless of age, sex, ability or disability, race, colour, nationality, ethnic or national origin, religion or belief, size, or sexual orientation have the right to protection from harm
- All allegations, suspicions of harm and concerns will be taken seriously and responded to swiftly, fairly and appropriately
- Everyone will work in partnership to promote the welfare, health and development of children

The RFU Safeguarding Policy, Guidance and Procedures provide a comprehensive outline of action to be taken in any situation. It should therefore be the 'go to' policy for members of Stoneygate RFC. This 'Stoneygate Rugby Football Club Safeguarding Policy (Children)' local policy provides local details to compliment the national policy. It should not be used in isolation.

3. Safe Recruitment

RFU regulations require that any individual who will, in their volunteer role, carry out Regulated Activity is subject to an enhanced DBS check. Please see Stoneygate RFC's 'Volunteer DBS Process' for more information on the local process. It is published on our website www.stoneygatefc.co.uk.

Following recruitment to a volunteer role, Stoneygate RFC will ensure that its coaches and team managers receive the support and training considered appropriate to their position.

4. Safeguarding Contacts

Stoneygate RFC's Club Safeguarding Officer (CSO) is:



Name: Lindsey

Mobile: 07392157749

Email: stoneygateminiscwo@outlook.com

If you witness or are aware of an incident where the welfare of a child has been put at risk, you must inform the Club Safeguarding Officer. They will then inform the CB Safeguarding Manager and the RFU Safeguarding Team.

If an incident involves the Club Safeguarding Officer you should inform: Marcus Roberts at minis@stoneycgatefc.co.uk and either CB Safeguarding Manager Mike Flat at sgmanager@leicestershirerugbyunion.co.uk or the RFU Safeguarding Team (details can be found here <https://www.englandrugby.com/governance/safeguarding/contact-us/>)

5. What is abuse?

Abuse or neglect of a child can occur by somebody inflicting harm, or by failing to act to prevent harm.

'Children may be vulnerable to neglect and abuse or exploitation from within their family and from individuals they come across in their day-to-day lives. These threats can take a variety of different forms, including: sexual, physical and emotional abuse; neglect; exploitation by criminal gangs and organised crime groups; trafficking; online abuse; sexual exploitation and the influences of extremism leading to radicalisation.' (Working Together to Safeguard Children, July 2018)

Pages 15-17 of the national policy provide more information about the types of abuse as well as an overview of possible signs of abuse.

6. On Tour

For detailed guidance please read the Safeguarding Toolkit and Touring with Children (A Safeguarding Guide) which may be found at:

http://www.englandrugby.com/mm/Document/General/General/01/31/70/61/SafeguardingUpdates_RFU_Version3_colour_English.pdf

A 'tour safeguarding officer' will be appointed for the duration of the tour. When on tour if an adult is solely there supporting their own child they will not need a DBS clearance, but they will if they are acting in any official capacity with other children. This would apply to those on bedtime or other supervisory duties.

7. Physical Safety & Training Courses

The wellbeing and safety of children must be placed above the development of performance. Adults and children must never play contact versions of the sport together including training games or contact drills. Physical handling by a coach must only be used for safety reasons or where there is no other way of coaching the technique.

See page 22 of the RFU Safeguarding Policy for more detail. More information is also available for coaches through attending a rugby union coaching course and a "Play It Safe" course. The "Play It Safe" introductory safeguarding course is designed for and can be completed by any club members. Club members who wish to find and book on to a course should do so by using the RFU online course booking system which can be found here:

<https://www.englandrugby.com/my-rugby/courses/search/#/search>

For support with the RFU online course booking system please contact Matt Isherwood, Club Development Officer. **Do you want to add contact details in here and if so which ones?**

All club members, including parents and players (if appropriate for their age), are encouraged to undertake the online concussion course which can be found here <https://www.englandrugby.com/my-rugby/players/player-health/concussion-headcase/>

17 year old player playing in adult games: Stoneygate RFC's management team must have assessed and continue to assess any 17 year old player playing in adult games or training is physically, emotionally, and intellectually capable of taking part. The RFU Playing Adult Rugby Form must be completed and kept secure by the club.

8. Changing Rooms/Showers Protocol

Stoneygate RFC does not have access to changing rooms and/or shower facilities. Once these become available the changing room/showers protocol will be developed taking into account the RFU national policy.

Adults and children must never use the same changing or wash room facilities at a venue to shower or change at the same time. Where 17 year old children are playing in the adult game they should be offered separate changing and shower facilities.

Adults must only enter children's changing rooms by themselves when absolutely necessary due to poor behaviour, injury or illness, or in an emergency and when waiting for another adult could result in harm to a child.

If children need supervising in changing rooms, or coaches or managers need to carry out a range of tasks in that environment this must involve two individuals cleared to work in Regulated Activity of the same gender as the children.

9. Transportation Policy

It is the responsibility of parents/carers, not the club, to transport children to and from the club or nominated meeting point. If parents/carers made arrangements between themselves this is a private arrangement and at the parents'/carers' discretion.

If a club hires a coach from a reputable commercial coach company it is entitled to assume that the company provides properly maintained and insured vehicles and properly licensed drivers. However, children must never travel unaccompanied.

A member of the club must travel with the children and that adult's contact details must be readily available to any parent/carer who has reason to contact them.

If the club formally arranges transport e.g. using minibuses or people carriers (as opposed to facilitating travel arrangements between parents/carers) then the club should ensure that:

- drivers have a valid driving licence and recruitment procedures, including vetting criteria, have been followed and appropriate insurance and breakdown cover has been arranged
- the vehicle is suitable for the number of passengers and has operational safety belts and appropriate child car seats
- parents/carers give their consent and have the driver's contact details, with the driver having easy access to parents'/carers' contact details including mobile phone numbers
- no child is left alone in the car with the driver, unless it is the adult's own child. If, in extenuating circumstances, this situation arises the child should sit in the back of the car if possible
- the children involved are happy with the arrangement and adults are alert to any signs of disquiet.

In the event of a late collection of children, coaches and volunteers should:

- attempt to contact the parents/carers;
- wait with the child, preferably in the company of others;
- notify the CSO/club official; and
- remind parents/carers of their responsibility to collect their child promptly.

10. Photography

In line with the RFU Safeguarding Policy, Stoneygate RFC welcomes the taking of appropriate images of the children playing rugby, to celebrate the ethos and spirit of the sport and its Core Values (teamwork, discipline, sportsmanship, respect, and enjoyment). In order to facilitate this, the club should ensure that it obtains parental permission for photographs to be taken whilst a child is either at the club or away at fixtures (this can be done upon registration with the club).

Care should be taken when placing photographic images on club websites and / or promotional material. Key points are:

- Personal information which can lead to a child being identified should not be used
- Photographs should be of the activity or team, not of an individual child
- When arranging a fixture, the question of whether there is a child who should not have their photo taken for any reason (i.e. due to court proceedings) should be raised. This will allow for it to be addressed prior to the event

For additional information and advice, please see RFU Guidance on Photographic Images and professional photography which can be found in the RFU Safeguarding Toolkit

11. Dealing with Concerns

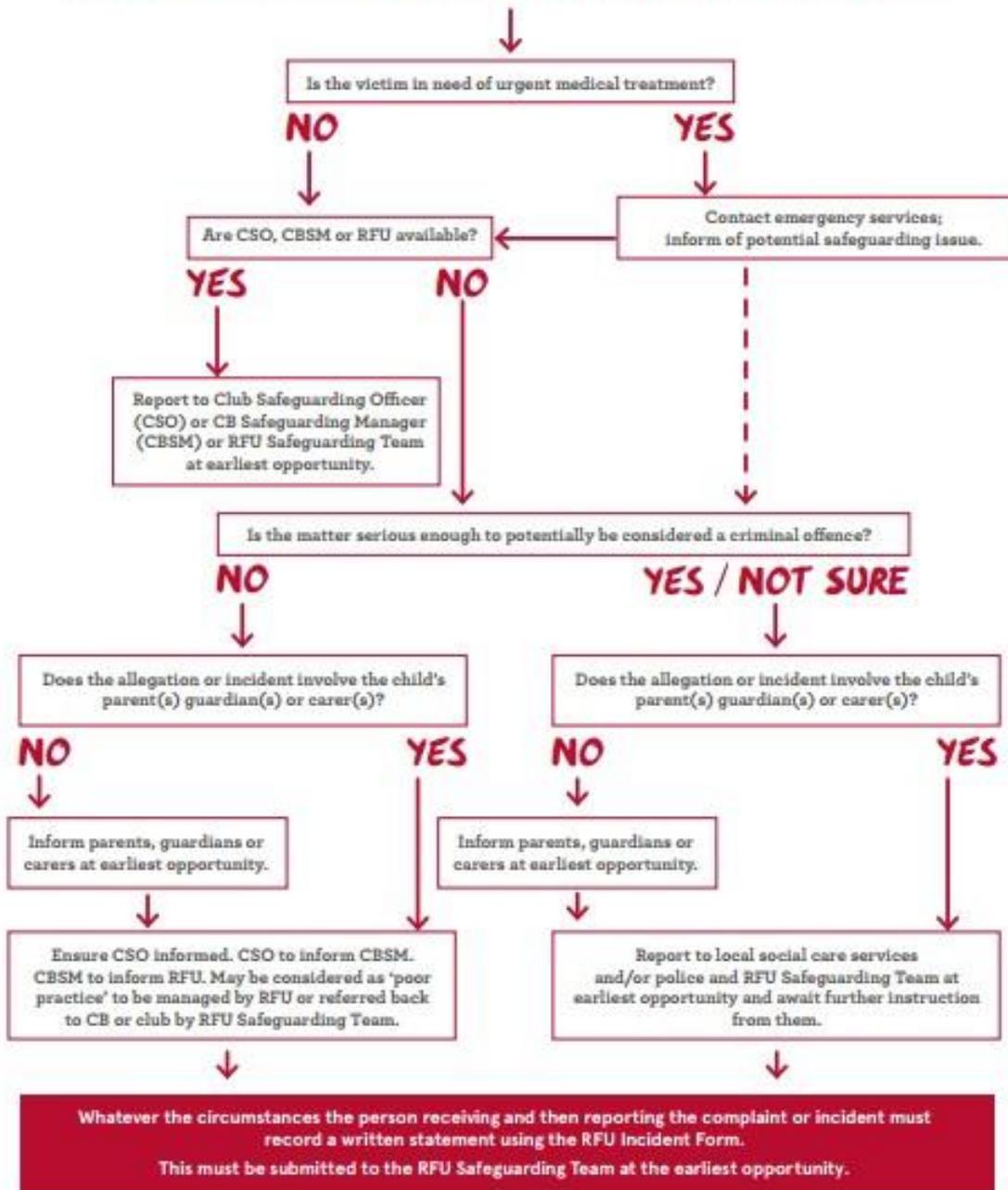
An Initial Issue/Concern Reporting Form, should be completed when you have any concerns relating to the behaviour of any child or adult involved or spectating at your club. These may include general concerns about a child's welfare, concerns about bullying or poor practice, suspicions or allegations of misconduct or allegations of abuse. A copy of the Initial Issue/Concern Reporting Form can be found in Appendix A. **If you would like to discuss the issue in advance of submitting the form, please contact the Club Safeguarding Officer either in person at the club, or via phone/email on the details above (see section 4).**

In all cases if you are not sure what to do contact either the NSPCC 24-hour freephone helpline (0808 800 5000) or you may leave a message on the RFU Safeguarding Line (0208 831 6655) and a member of the Safeguarding Team will respond.

For emergency assistance, please contact your local authority or call the relevant emergency phone number. From Leicestershire County Council Website: "First Response Children's Duty Team if you have urgent concerns about a child who needs a social worker or police officer today: Call 0116 305 0005 (24 hour phone line)... Call 999 if a crime is being committed or if a child is in immediate danger... Contact Leicestershire police on 101 if you think a crime has been committed but there is no immediate danger."

For more information on how to react to concerns about the welfare and safety of children, see pages 25-30 of the RFU Safeguarding Policy. The following useful flowchart is copied from page 28:

STAY CALM - REASSURE - NO PROMISES - FEW QUESTIONS - FOLLOW GUIDE



12. Other Useful Local Contacts

1. UAVA provides co-ordinated domestic and sexual violence services across Leicester, Leicestershire and Rutland for any male or female over the age of 13. Website: <http://www.uava.org.uk/> Helpline: 0808 80 200 28 Email: info@uava.org.uk Text support: 07715 994 962

2. The local Sexual Assault Referral Centre (SARC) is Juniper Lodge for help and support for those affected by rape and sexual assault in Leicester, Leicestershire and Rutland. <http://www.juniperlodge.org.uk/> Phone: For telephone support or to make an appointment, please call 0116 273 3330, which has a 24hr voicemail service please leave a message and your call will be returned. Email: Juniper.lodge@leicestershire.pnn.police.uk

3. First Step Leicester, Leicestershire and Rutland provides counselling/support to male survivors of sexual abuse (aged 13 years and over) and their supporters. Tel: 0116 2548535 (24 hr answerphone) or 07581 568 144 or cas@firststepleicester.org.uk
www.firststepleicester.org.uk

4. Childline is the free helpline for children and young people in the UK. Children and young people can call 0800 1111 to talk about any problem. <https://www.childline.org.uk/>

5. Leicestershire and Rutland Safeguarding Boards <http://lrsb.org.uk/> has a host of information, including resources for children and young people

Stoneygate RFC Safeguarding Referral Form

Date of referral		Crib Notes
Date of incident		If your concern relates to a number of incidents, or concerns which have come to light over a period of time, then please specify
Referrer details		Name/Club/Role of person submitting this form. Do not assume we know who you are

<p>Who is this report about?</p>		<p>It may relate to a child whose welfare you are worried about or an adult whose behaviour concerns you. Please specify which & include as much personal information as you can (name, address, DOB, RFU id, school etc).</p> <p>Please also specify their role at the club (player/lead coach/treasurer/barman etc)</p> <p>If your concern relates to more than one person, please be specific about who they are and whether they have specific needs such as any disabilities, special educational needs or additional vulnerabilities.</p> <p>Continue on a separate sheet if necessary.</p>
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<p>Child's family</p>	<p>Mother:</p>		<p>If your concern involves children please supply name and contact details for the child's family and details of which parent the child lives with. Always include RFU id if they have one.</p>
	<p>Father:</p>		
	<p>Carer/Guardian:</p>		
	<p>Siblings:</p>		

Are the child's family aware of these concerns?		You should tell us whether the club has spoken to the child's family about your concerns and whether they expressed a view about what should be done. Do they consent to you sharing this information for the purposes of safeguarding their child?
How do you know about the concerns you are reporting?		You might have directly witnessed something which has concerned you, or someone else may have told you about it. If so please state who and describe in detail in your own words how you have come into this information

Details of your concerns

When a concern is raised, you should not immediately embark upon an internal investigation.

This means that in the initial stages, there is no need to gather statements or interview anyone. However, you will need to establish and gather sufficient information to enable us to understand the nature of your concern. As a rule of thumb, you should be able to tell us the following information:

1. What has happened
2. Where did it happen
3. When did it happen
4. Who is involved, and who did what
5. Why did it happen

Try to report in a chronological order.

If your information has come to you from a number of individuals, please be clear about who said what Please also detail any previous concerns about the person you are referring to.

<p>Has the club taken any action to manage this incident?</p>		<p>Include things such as: Did you call Police or Social Services? Who have you have spoken to about this matter; whether you have suspended an adult in relation to the concerns; anything else you think might be relevant.</p>
<p>Are there any witnesses who could give any information about your concerns?</p>		<p>Please give details of anyone who might have witnessed anything relevant. Include their name, RFU id, contact details and information about who they are.</p>
<p>Are you aware of any other evidence which supports your concerns?</p>		<p>This might include photographs or video footage. Or you may be aware that an injured person has seen a doctor or been to hospital to seek medical help.</p> <p>You can use this box to tell us about any other information which you think might be relevant</p>

Please send this form to rmg@therfu.com and inform your Club Safeguarding Officer of this referral. If you wish to discuss the referral in advance of submitting it, please speak to your Safeguarding Officer, CB Safeguarding Manager, or call the RFU Safeguarding Team on 020 8831 7480 or 020 8831 7479

Please ensure that this form is kept secure and confidential at all times.