

SAFEGUARDING CHILDREN POLICY

Abergele BC fully accepts its legal and moral obligation to provide a duty of care to protect all children and is committed to ensuring that:

- the welfare of the child is paramount
- all children, whatever their age, culture, ability, gender, language, racial origin, religious belief and/or sexual identity should be able to participate in bowls in a fun and safe environment
- all reasonable steps are taken to protect children from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings
- all suspicions and allegations of poor practice or abuse will be taken seriously and responded to swiftly and appropriately
- all Abergele volunteers who work with children will be provided with guidance and/or training in good practice and safeguarding procedures
- working in partnership with parents and children is essential for the protection of children

This Safeguarding Policy will be reviewed every 3 years

All personnel should adhere to the following principles and action:

- always work in an open environment (e.g. avoiding private or unobserved situations and encouraging open communication with no secrets)
- make the experience of playing bowls fun and enjoyable: promote fairness, confront and deal with bullying
- treat all children equally and with respect and dignity
- always put the welfare of the child first, before winning
- maintain a safe and appropriate distance with players (e.g. it is not

appropriate for staff or volunteers to have an intimate relationship with a child or to share a room with them)

- avoid unnecessary physical contact with children. Where any form of manual/physical support is required it should be provided openly and with the consent of the child. Physical contact can be appropriate so long as it is neither intrusive nor disturbing and the child's consent has been given
- Involve parents/carers wherever possible.
- request written parental consent if club officials are required to transport children in their cars
- gain written parental consent for any significant travel arrangements e.g. overnight stays
- ensure that if mixed teams are taken away, they should always be accompanied by a male and female member of staff
- ensure that at away events adults should not enter a child's room or invite child to their rooms
- be an excellent role model, this includes not smoking or drinking alcohol in the company of children
- always give enthusiastic and constructive feedback rather than negative criticism
- recognising the developmental needs and capacity of the child and do not risk sacrificing welfare in a desire for club or personal achievements. This means avoiding excessive training or competition and not pushing them against their will
- secure written parental consent for the club to act in loco parentis, to give permission for the administration of emergency first aid or other medical treatment if the need arises
- keep a written record of any injury that occurs, along with details of any treatment
- ensure that everyone conforms to the Social Networking Policy, where any breaches or concerns relating to this policy shall be dealt with by the appropriate

POOR PRACTICE

The following are regarded as poor practice and should be avoided by all personnel:

- unnecessarily spending excessive amounts of time alone with children away from others
- taking children alone in a car on journeys, however short
- taking children to your home where they will be alone with you
- sharing a room with a child
- engaging in rough, physical or sexually provocative games, including horseplay
- allow or engage in inappropriate touching of any form
- allowing children to use inappropriate language unchallenged
- making sexually suggestive comments to a child, even in fun
- reducing a child to tears as a form of control
- allow allegations made by a child to go unchallenged, unrecorded or not acted upon
- do things of a personal nature that the child can do for themselves

Where a case arises where it is impractical/impossible to avoid certain situations e.g. transporting a child in your car, the tasks should only be carried out with the full understanding and consent of the parent/care and the child involved.

If during your care you accidentally hurt a child, the child seems distressed in any manner, appears to be sexually aroused by your actions and/or if the child misunderstands or misinterprets something you have done, report any such incidents as soon as possible to another colleague and make a written note of it. Parents should also be informed of the incident.

Many sports, by their nature, require a degree of physical contact between adults and children. Physical contact can be used appropriately to instruct, encourage, protect or comfort

Physical contact between adults and children should only be used when the aim is to:

- Develop sports skills or techniques
- Treat an injury
- Prevent an injury
- Meet the requirements of the particular sport

Physical contact should:

- Not involve touching genital areas, buttocks or breasts
- Meet the need of the child and not the need of the adult
- Be fully explained to the child and with the exception of an emergency, permission should be sought
- Not take place in secret or out of sight of others
- Records of injuries should be fully recorded

DEFINING CHILD ABUSE

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm, it commonly occurs within a relationship of trust or responsibility and is an abuse of power or a breach of trust.

Abuse can happen to a child regardless of their age, gender, race or ability.

There are four main types of abuse: physical abuse, sexual abuse, emotional abuse and neglect. The abuser may be a family member, someone the child encounters in residential care or in the community, including sports and leisure activities. Any individual may abuse or neglect a child directly, or may be responsible for abuse because they fail to prevent another person harming the child.

Abuse in all of its forms can affect a child at any age. The effects can be so damaging that if not treated may follow the individual into adulthood

Children with disabilities may be at increased risk of abuse through various factors such as stereotyping, prejudice, discrimination, isolation and a powerlessness to protect themselves or adequately communicate that abuse had occurred.

TYPES OF ABUSE

Physical Abuse: where adults physically hurt or injure a child e.g. hitting, shaking, throwing, poisoning, burning, biting, scalding, suffocating, and drowning. Giving children alcohol or inappropriate drugs would also constitute child abuse

This category of abuse can also include when a parent/carer reports nonexistent symptoms or illness deliberately causes ill health in a child they are looking after.

Emotional Abuse: the persistent emotional ill treatment of a child, likely to cause severe and lasting adverse effects on the child's emotional development. It may involve telling a child they are useless, worthless, unloved, and inadequate or valued in terms of only meeting the needs of another person. It may feature expectations of children that are not appropriate to their age or development. It may cause a child to be frightened or in danger by being constantly shouted at, threatened or taunted which may make the young person frightened or withdrawn. Ill treatment of children, whatever form it takes, will always feature a degree of emotional abuse.

Emotional abuse in sport may occur when the child is constantly criticised, given negative feedback, expected to perform at levels that are above their capability. Other forms of emotional abuse could take the form of name calling and bullying.

Bullying may come from another young person or an adult. Bullying is defined as deliberate hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. There are three main types of bullying.

It may be physical (e.g. hitting, kicking, slapping), verbal (e.g. racist or homophobic remarks, name calling, graffiti, threats, abusive text messages), emotional (e.g. tormenting, ridiculing, humiliating, ignoring, isolating from the group), or sexual (e.g. unwanted physical contact or abusive comments).

In sport bullying may arise when a parent or coach pushes the child too hard to succeed, or a rival athlete or official uses bullying behaviour.

Neglect occurs when an adult fails to meet the child's basic physical and/or psychological needs, to an extent that is likely to result in serious impairment of the child's health or development. For example, failing to provide adequate food, shelter and clothing, failing to protect from physical harm or danger, or failing to ensure access to appropriate medical care or treatment.

Refusal to give love, affection and attention can also be a form of neglect.

Neglect in sport could occur when a coach does not keep the child safe, or exposing them to undue cold/heat or unnecessary risk of injury.

Sexual Abuse occurs when adults (male and female) use children to meet their own sexual needs. This could include full sexual intercourse, masturbation, oral sex, anal intercourse and fondling. Showing children pornography or talking to them in a sexually explicit manner are also forms of sexual abuse. In sport, activities which might involve physical contact with children could potentially create situations where sexual abuse may go unnoticed. Also the power of the coach over young athletes, if misused, may lead to abusive situations developing.

Indicators of Abuse

Even for those experienced in working with child abuse, it is not always easy to recognise a situation where abuse may occur or has already taken place.

Most people are not experts in such recognition, but indications that a child is being abused may include one or more of the following:

- unexplained or suspicious injuries such as bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries
- an injury for which an explanation seems inconsistent
- the child describes what appears to be an abusive act involving them
- another child or adult expresses concern about the welfare of a child
- unexplained changes in a child's behaviour, e.g. becoming very upset, quiet, withdrawn or displaying sudden outbursts of temper
- inappropriate sexual awareness
- engaging in sexually explicit behaviour
- distrust of adult's, particularly those whom a close relationship would

normally be expected

- difficulty in making friends
- being prevented from socialising with others
- displaying variations in eating patterns including over eating or loss of appetite
- losing weight for no apparent reason
- becoming increasingly dirty or unkempt

Signs of bullying include:

- behavioural changes such as reduced concentration and/or becoming withdrawn, clingy, depressed, tearful, emotionally up and down, reluctance to go to training or competitions
- an unexplained drop off in performance
- physical signs such as stomach aches, headaches, difficulty in sleeping, bed wetting, scratching and bruising, damaged clothes, bingeing e.g. on food, alcohol or cigarettes
- a shortage of money or frequent loss of possessions

It must be recognised that the above list is not exhaustive, but also that the presence of one or more of the indications is not proof that abuse is taking place.

It is NOT the responsibility of those volunteering in Abergele to decide to decide whether or not child abuse has taken place.

However, there is a responsibility to act on any concerns through contact with the appropriate authorities so that they can then make inquiries and take necessary action to protect the young person.

RESPONDING TO CONCERNS/ALLEGATIONS

We may become aware of possible abuse in various ways. We may see it happening, we may suspect it happening because of signs such as those listed in this document, it may be reported to us by someone else

or directly by the young person affected.

In the last of these cases, it is particularly important to respond appropriately.

If a young person says or indicates that they are being abused, you should:

- stay calm so as not to frighten the young person
- reassure the child that they are not to blame and that it was right to tell
- listen to the child, showing that you are taking them seriously
- keep questions to a minimum so that there is a clear and accurate understanding of what has been said. The law is very strict and child abuse cases have been dismissed where it is felt that the child has been led or words and ideas have been suggested during questioning. Only ask questions to clarify
- inform the child that you have to inform other people about what they have told you. Tell the child this is to help stop the abuse continuing.
- safety of the child is paramount. If the child needs urgent medical attention call an ambulance, inform the doctors of the concern and ensure they are made aware that this is a child protection issue
- record all information
- report the incident to the appropriate safeguarding officer who can take the concerns to the appropriate authorities

To ensure that information is as helpful as possible, a detailed record should always be made at the time of the disclosure/concern. In recording you should confine yourself to the facts and distinguish what is your personal knowledge and what others have told you. Do not include your own opinions.

Information should include the following:

- the child's name, age and date of birth
- the child's home address and telephone number
- whether or not the person making the report is expressing their concern or someone else's
- the nature of the allegation, including dates, times and any other

relevant information

- a description of any visible bruising or injury, location, size etc. Also, any indirect signs, such as behavioural changes
- details of witnesses to the incidents
- the child's account, if it can be given, of what has happened and how any bruising/injuries occurred
- have the parents been contacted? If so what has been said?
- has anyone else been consulted? If so record details
- has anyone been alleged to be the abuser? Record detail

Reporting the Concern

All suspicions and allegations MUST be reported appropriately. It is recognised that strong emotions can be aroused particularly in cases where sexual abuse is suspected or where there is misplaced loyalty to a colleague. It is important to understand these feelings but not allow them to interfere with your judgement about any action to take.

Report your suspicions to the club Safeguarding officer, who will contact professional agencies.

- the Club Safeguarding Officer should also notify the relevant sport governing Body

• if the club Child Safeguarding Officer is the subject of the suspicion/allegation the report must be made to the appropriate manager who will refer the matter to social service

Judy Hughes

Safeguarding Officer Abergele BC

Safeguarding Officer Glyndwr

Safeguarding officer WCGBA

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Code of Conduct

1. Coaches must respect the rights, dignity and worth of every person and treat everyone equally within the content of their sport.
2. Coaches must place the wellbeing and safety of the performer above the development of performance. They should follow all guidelines laid down by their sport's Governing Body and hold appropriate insurance cover
3. Coaches must develop an appropriate working relationship with performers, especially children, based on mutual trust and respect. Coaches must not exert undue influence to obtain personal benefit or reward.
4. Coaches must encourage and guide performers to accept responsibility for their own behaviour.
5. Coaches should hold up to date nationally recognised governing body coaching qualifications.
6. Coaches must ensure the activities they direct or advocate are appropriate for the age, maturity, experience and ability of the individual.
7. Coaches should at the outset clarify with performers, and where appropriate their parents, exactly what is expected of them and what performers are entitled to expect from the coach.
8. Coaches should cooperate fully with other specialists e.g. other coaches, officials, sports scientists, doctors, physiotherapists in the best interest of the performer.
9. Coaches should always promote the positive aspects of their sport e.g. fair play and never condone rule violations or the use of prohibited substances.
10. Coaches must consistently display high standards of behaviour and appearance.

Guidelines for Transporting Children & Young People

It is important to ensure that all steps are taken to ensure the safe transport of children and young people.

If children are to be transported by coach the following should be considered:

- Use a reputable company providing transport and necessary insurance
- Ensure sufficient supervisors are on each coach
- All participants have a seat and seat belt regulations are adhered to
- Parents/carers are issued with detailed information of pick up and drop off points and times
- All supervisory staff are issued with all relevant information of passengers e.g. name/contact number, pick up/drop off point, name of parent/carer to collect, emergency telephone number.
- Participants are not to be left unsupervised i.e. dropped off and a parent/carer is not there

If private cars are used for transport, you should ensure parental consent has been obtained.

Anti Bullying Policy

Bullying is not easy to define, can take many forms and is usually repeated over a period of time. The three main types of bullying are: physical (e.g. hitting, kicking), verbal (e.g. racist remarks, threats, name calling), emotional (e.g. isolating an individual from activities). They will include:

- Deliberate hostility and aggression towards the victim
- A victim who is weaker than the bully or bullies
- An outcome which is always painful and distressing for the victim

Bullying behaviour may also include:

- Other forms of violence
- Sarcasm, spreading rumours, persistent teasing or theft
- Tormenting, ridiculing, humiliation
- Racial taunts, graffiti, gestures
- Unwanted physical contact or abusive/offensive comments of a sexual nature

Emotional and verbal bullying is more likely however it is more difficult to cope with or prove. It is of paramount importance that all clubs develop their own anti bullying policy to which all its members, coaches, players, staff and volunteers and parents subscribe to and accept.

- Every club should be prepared to:
- Take the problem seriously
- Investigate any incidents
- Talk to bullies and victims separately
- Decide on appropriate action, such as:
- Obtain an apology from the bully(ies) to the victim
- Inform parents of the bully(ies)
- Insist on the return of items 'borrowed' or stolen
- Insist bullies compensate the victim
- Hold club discussions on bullying

- Provide support for the coach of the victim

Photographic/ Recorded Images

We recognise that publicity and pictures/recordings of young people enjoying bowls are essential to promote the sport and a healthy lifestyle, the following rules should be observed:

- Ensure parents/guardian/young person have granted their consent for the taking and publication of photographic images and have signed and returned the Parent/Guardian and young Permission Form
- All young people must be appropriately dressed for the activity taking place.
- Photography or recording should focus on the activity rather than a particular young person and personal details which might make the young person vulnerable, such as their exact address should never be revealed.
- Anyone taking photographs or recording must have a valid reason for doing so and seek permission from the organisers/person in charge.
- They should make themselves known to the event organiser/person in charge and be able to identify themselves if requested during the course of the event.
- Club's or organisations' coaches should be allowed to use video equipment as a legitimate coaching aid and means of recording special occasions however care should be taken in the dissemination and storage of the material
- Participants and parents must be informed that a photographer/

camera person will be in attendance at an event and ensure consent to both taking and publishing is given.

- Do not allow unsupervised access to players with photographers/camera people or one to one photo sessions at events.
- Parents and spectators taking photographs/recordings should be prepared to identify themselves if requested and state their purpose for photography/filming.
- Parents and children should be informed that if they have any concerns they should report them to the event organiser or official and recorded in the same manner as any other child protection concern.