



## **Child / Youth Protection Policy**

### **Aims and Objectives**

The aim of the Newbury RFC Youth Child Protection Policy is:

1. To provide a safe and enjoyable environment for children and young people to play rugby.
2. To provide training in child protection procedures as laid down by the Rugby Football Union, RFU guidelines, that will ensure that adults involved in the game have the same knowledge and disciplines to meet the needs of the children and young people who participate in rugby
3. To develop and demonstrate the best practice within the area of child protection
4. To promote and achieve the highest ethics and standards throughout the club

### **The key principles underpinning this policy**

1. The child's welfare is, and must always be of paramount importance.
2. It must be determined that children of all ages, gender, culture, disability, racial origin or religion are protected from abuse.
3. Any suspicion or allegation of abuse will be taken seriously and responded to accordingly.

This policy will clearly establish Newbury RFC Youth's position, role and responsibilities and together with the RFU's Child Protection Guidelines Procedures clarifies what is expected from every individual involved with the club.

### **Promoting good practice with children and young people.**

All personnel will be encouraged to demonstrate exemplary behaviour in order to protect themselves from false allegation.

They should:

- Always work in an open environment,( e.g. avoiding private or unobserved situations)
- Treat children and young people equally, with respect and dignity
- Put the welfare of each child or young person first, before winning or scoring points.
- Maintain a safe and appropriate distance with players.
- Build balanced relationships based on mutual trust which empowers children and young people to share in the decision making process.
- Promote fair play.
- Ensure that if any manual/physical support is required, it should be provided openly and according to guidelines provided.
- Keep up to date with the technical skills, qualifications and insurance in the sport.
- Involve parents/guardians wherever possible.
- Ensure that at tournaments or residential events, adults should not enter children's or young people's rooms or invite children or young people to their rooms.
- Give enthusiastic and constructive feedback rather than negative criticism.
- Avoid excessive training.

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- Secure parental consent in writing to act in loco parentis, if the need arises to give permission for the administration of emergency first aid and/or other medical treatment.
- Request written parental consent if club officials are required to transport young people in their cars.

#### Practices to be avoided

The following should be avoided except in EMERGENCIES. If cases arise where these situations are unavoidable they should occur with the full knowledge of someone in charge from the Youth Section of the club, the Child Protection Officer or the child's parent/guardians.

All club personnel should:

- Avoid spending excessive amounts of time alone with children or young people away from other adults.
- Avoid taking children or young people to their homes where they will be alone with the child or young person.

#### Practices never to be sanctioned

Personnel will never:

- Engage in rough, physical or sexually provocative games, including horseplay.
- Share a room with a child or young person.
- Allow or engage in any form of inappropriate touching.
- Allow children or young people to use inappropriate language unchallenged
- Make sexually suggestive comments to a child or young person, even in so called fun.
- Reduce a child to tears as a form of control.
- Allow allegations made by a child to go unchallenged or unrecorded.
- Do things of a personal nature for a child that they can do for themselves.
- Invite or allow children or young people to stay with you at your home unsupervised.

If any of the following occur it will be reported immediately to a colleague and recorded and the child or young person's parents or guardian will be informed.

- a. A child is accidentally hurt by a member of the coaching staff
- b. A child seems distressed in any way
- c. A child seems sexually aroused by a member of the coaching staff.
- d. A child misunderstands or misinterprets an action.

#### Recruitment and selection of Head Coaches and coaching volunteers

Newbury RFC Youth recognises that anyone may have the potential to abuse children and young people and will endeavour to ensure that all reasonable steps are taken to ensure unsuitable people are prevented from working with children and young people.

- All volunteers/coaching staff will complete an application form and a self-disclosure about any criminal record.
- Consent will be obtained from an application to seek information from the criminal record bureau.
- Two confidential references, including one regarding previous work with children and young people will be taken up.
- Applicants must provide the club with proof of identify (passport, photo ID or driving license with photo).

#### Responding to suspicious or allegations.

Newbury RFC Youth will assure all coaches/volunteers that it will fully support and protect anyone, who in good faith reports his/her concerns that a fellow coach/volunteer may be



abusing a child or young person.

The following actions will be taken if there are concerns:

Poor Practices.

- If following consideration, the allegation is clearly about poor practice the club Child Protection Officer will deal with it as a misconduct issue.
- If the allegation is about poor practice by the Child Protection Officer or if concerns remain, it will be reported to the relevant officer of the RFU who will decide how to deal with the allegation and whether or not to initiate disciplinary proceedings.
- Any suspicions that a child or young person has been abused by a member of the coaching team/volunteer should be reported to the Child Protection Officer, who will take such steps as necessary as to ensure the safety of the child or young person.
- The parent/guardian of the child will be informed as soon as possible following advice from the social services department.
- The Child Protection Officer will notify the local RFU officer.
- If the Child Protection Officer is the subject of the allegation, the report must be made to the appropriate manager.

#### Confidentiality

Every effort will be made to ensure that confidentiality is maintained for all concerned. Information will be handed and disseminated on a **need to know basis** only. This will include the following people.

- The Child Protection Officer
- The parents/guardians of the child or young person alleged to have been abused.
- The person making the allegation
- Social services/police
- The RFU regional development manager and Child Protection Officer
- The alleged abuser ( and parents if it is a child)
- Information will be stored in a secure place with limited access to designated people, in line with data protection law.

#### Action if bullying is suspected

Newbury RFC Youth Head Coaches and coaching volunteers will:

- Take all signs of bullying very seriously
- Encourage all children and young people to speak and share their concerns with someone in authority
- Investigate all allegations and take actions to ensure victims are safe.
- Speak with the alleged victim and bullies separately
- Reassure the alleged victim that they will be helped
- Document what is said
- Report concerns to the Child Protection Officer
- Talk with the alleged bully/ies and aim to get them to understand the consequences of their actions
- Seek an apology once proven
- Inform all parents/guardians
- Document all information

#### Use of Video, Film or Photography at Newbury RFC Youth events

It is a requirement that any person wishing to engage in photography, filming or videoing at any match, training session or event connected with Newbury RFC Youth must register their intent and gain permission before the event.

A registration form must be completed and validated by a Newbury RFC Youth club official.

Officials to include head coaches and all committee members.

Proof of identity may be requested, and reasons sought.

Completed forms to be returned to a club official before commencement of the event.

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