



Dorkinian F.C.

Child Protection Policy

Dorkinian FC recognises its responsibilities to safeguard the welfare of all children and young people and adheres to the key principles of The FA Child Protection Policy. Whatever your role, you have a part to play in safeguarding children.

The child's welfare is, and must always be, the paramount consideration.

All children and young people, defined as anyone under the age of 18, have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual orientation.

All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately. Working in partnership with other organisations, children and young people and their parents and carers is essential. For this to be effective, all adults and players need to understand what this means in practice and how it's integrated into all activities at the Club. The remainder of this document explains this in detail.

Recruitment of coaches and volunteers (eg Duke of Edinburgh students)

Dorkinian FC endorses and adopts The FA's Child Protection and Best Practice. All current Club members with direct access to children and young people will be required to have a current DBS Enhanced Disclosure via The FA CRB Unit. If there are concerns regarding the appropriateness of an individual who is already involved or who wishes to become part of Dorkinian FC, guidance will be sought from The Football Association. It is noted and accepted that The FA will consider the relevance and significance of the information obtained via The FA CRB Unit and that all decisions will be made in the best interests of children and young people.

We endorse and adopt The FA's Child Protection and Best Practice Guidelines for recruiting volunteers and will:

1. The Club will provide a role profile for team managers, coaches and other key roles that will be made available to any adult wishing to volunteer.
2. The Club will request identification documents and as a minimum meet and chat with the applicant, where possible conducting an interview.
3. The Club requires an FA DBS Unit Enhanced Disclosure to be obtained.

In line with FA guidelines, items 1-3 must be satisfactorily completed before appointing any individual to work with young people at Dorkinian FC.

Players' Welfare

The Children Act (1989) legally defines a 'child' as any person under the age of 18 years.

Anyone having any concerns about the welfare of a young person should contact the Club Welfare Officers without delay.

Dorkinian FC has appointed one Club Welfare Officers (CWO) who has completed FA training in child protection and safeguarding. The CWO contact information is Daphne Brown, email djb2207@gmail.com, their details can be found in the list of committee members on the club website, www.dorkiniansfc.co.uk

The CWO is the first point of contact for all club members and parents or guardians regarding concerns for the welfare of any child or young person. The CWO is responsible for liaising directly with the Surrey FA and FA's DSO and is familiar with the procedures for referring any concerns.

The Football Association/NSPCC Child Protection helpline, which is open 24 hours a day and run on an entirely confidential basis, can be contacted on 0808 800 5000 (text phone 0800 056 0566 for deaf users). Website: www.nspcc.org.uk.

Anti-bullying

Young people must not be subjected to bullying whether physical, verbal or emotional. Bullying of any kind is not acceptable at our Club. Dorkinian FC will investigate all cases of alleged bullying and take any action necessary to ensure child protection. If bullying does occur, all players, parents or guardians should know that incidents will be dealt with promptly. Incidents must be reported to the CWO, a member of the committee or, in cases of serious bullying contact Surrey FA DSO.

Equality

Discrimination of any kind is not acceptable at our Club. All young players at the Club will be supported in their football development regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual orientation. If you have any concerns about a young player in this respect, report it to the CWO without delay.

Complaints Procedures

Dorkinian FC takes all and any complaints seriously. If you are not happy with anything that happens and it's to do with the Club, please let us know straight away. The Club promises to listen to and address your concerns.

How to Make a Complaint

You can make a complaint about any area of our Club's work by speaking to the Club Chairman about your concerns. We will deal with your complaint as quickly as possible. We will aim to give you a full reply within two weeks of hearing from you but if we are unable to do so, for example because we are carrying out an investigation, we will tell you when you can expect a full reply.

“Whistle Blowing”

Dorkinian FC supports The FA's “whistle blowing” policy; any adult or young person with concerns about someone at the Club can “whistle blow” by:

Contacting the FA Safeguarding Team on 0800 169 1863, email safeguarding@TheFA.com or Surrey FA Safeguarding Email safeguarding@surreyfa.com

Writing to the FA Case Manager at - The Football Association, 25 Soho Square, London W1D 4FA.

Going direct to the police, social services, Child Protection in Sport Unit via cpsu@nspcc.org.uk or the NSPCC Helpline via 080 800 5000, email help@nspcc.org.uk.

Dorkinian Football Club encourages everyone to know about this policy and to utilise it if necessary.

Photographs and video images

Dorkinian FC does not allow young players, U18, sharing changing facilities with adults whilst they are changing. Where possible, an adult should not travel alone to or from a game or training with young people to whom he/she is not related (this advice applies to all journeys).

As part of our commitment to ensure their well-being, we will not permit photographs, video or other images to be taken or used without the consent of both the players and their parents. The use of cameras and mobile phones with video or picture capacity is banned in our changing rooms. As an accredited FA Club, Dorkinian Youth FC commits to promoting and adhering to the FA's policy guidelines on 'The Use of Photographs and Recorded Images.' This 'best practice' identifies 'Ten Golden Rules'.

1. All children must be appropriately dressed.
2. Photography or recording should focus on the activity not on a particular young person.
3. Images should focus on small groups rather than individuals.
4. Images of a child who is under a court order should never be used.
5. If a young person is named avoid using their photograph.
6. If a photograph is used avoid naming the person or use their first name only.
7. Make sure parents / carers / players have signed and returned this Permission Form.
8. Use photographs that represent the broad range of youngsters participating in football.
9. All people taking photographs or recording footage at a football event should register with the event organiser.
10. All concerns regarding inappropriate or intrusive photography should be reported to the appropriate team manager or event organiser.

Code of Conduct

It is a requirement of Dorkinian FC that everyone involved with the Club comply with our Code of Conduct. This begins with the Team Manager and coaches. It is the responsibility of each Team Manager to ensure that all players, their parents and other match day spectators, are aware of and have agreed to comply with, our Code of Conduct, a copy of which can be found on our website www.dorkiniansfc.co.uk in the Info section and follow link to Safeguarding Children.

Each Team Manager must sign and return the Club's Compliance Agreement as a confirmation that they have ensured all their coaches and helpers, parents, players, and other supporters have read our Code of Conduct and will abide by it.

Signs and Indicators of Abuse

What is abuse? Where and how does it happen? Does it really happen in sport and indeed, in football?

'Child abuse' is a term used to describe what happens when a person, or group of people, harm a child or young person under the age of 18. Child abuse may mean that harm is actively done to the child or young person, such as beating or burning, or it may refer to neglect where the carers fail to protect the child or young person from harm. The abuser is often an adult, but may also be another young person and occasionally even a child. Usually the abuser has some sort of power over the child or young person, and often knows them well. Abuse can happen anywhere, e.g. in the family, any institution or group and in any activity where children or young people are present. There is a risk that direct abuse, or neglect, can happen in football.

The FA defines abuse into five categories. These are:

1. Neglect
2. Physical abuse
3. Sexual abuse
4. Emotional abuse
5. Bullying

Neglect

Neglect takes place if adults fail to meet a child or young person's basic physical needs, e.g. for food, warmth and clothing, or emotional needs such as attention and affection. It occurs if children or young people are left alone or inadequately supervised or where they are exposed to danger, injury or extreme weather conditions. In football, neglect could occur if children or young people do not have proper supervision, clothing or are allowed or encouraged to play whilst injured. It could occur if a child or young person's particular health needs are disregarded before, during, or after a game.

Physical Abuse

Physical abuse occurs if people physically hit, burn, poison, shake or in some way hurt or injure children and young people, or fail to prevent these injuries from happening. In football, physical abuse could happen where training methods are inappropriate for the developmental age of the child or young person, where they are allowed to play with an injury or where inappropriate drugs or alcohol are offered or accepted. It would clearly happen if a child or young person is hit or physically restrained or manhandled by those supervising the game or training session.

Sexual Abuse

Sexual abuse occurs if children or young people are used to meet another person's sexual needs. This includes any form of sexual behaviour with a child or young person (by an adult or another child or young person), the use of sexually-explicit language and jokes, inappropriate touching and exposure to pornographic material. Sexual abuse can occur in football. For example, where there is inappropriate touching, or where sexually-explicit jokes occur between adults and children or young people or if indecent images are taken or adapted and placed on child pornography sites.

Grooming – very commonly plays a key part in the sexual abuse of children. It refers to a process, which an individual manipulates those around them, to provide opportunities to abuse.

Child Sexual Exploitation (CSE) – is a form of sexual abuse where an individual or group takes advantage of a child into sexual activity, usually in exchange for something the child needs or wants.

Emotional Abuse

Emotional abuse includes frequent threatening, taunting or sarcastic behaviour, along with holding affection or being extremely over-protective. It includes racist or sexist behaviour and demeaning initiation ceremonies. It can be inflicted by other children and young people as well as by adults. Children and young people who are being abused or bullied in any way will also experience emotional abuse. In football, coaches or parents emotionally abuse children and young people if they constantly criticise, abuse their power, or impose unrealistic pressure to perform to a high standard. It may also occur if a club allows members to deride people with disabilities or from minority cultures and use derogatory language about them.

Bullying

Although anyone can be the target of bullying, children and young people who are perceived as “different” from the majority may be at greater risk of bullying. This includes children and young people from minority cultures or children and young people with disabilities. Victims are often shy and sensitive and perhaps anxious or insecure. Bullying can be defined as:

1. Physical: hitting, kicking and theft
2. Verbal: name calling, constant teasing, sarcasm, racist or homophobic taunts, threats and gestures
3. Emotional: tormenting, mobile text messaging, ridiculing, humiliating and ignoring
4. Sexual: unwanted physical contact or sexually abusive comments.

Bullying can take place anywhere, but is more likely to take place where there is inadequate supervision. In football it is more likely to take place in the changing rooms, or on the way to and from the football pitch – but can also take place at a training session or in a competition. Football’s competitive nature can create and even support an environment for the bully if individuals and clubs are unaware. The bully in football can be a parent who pushes too hard, a coach or manager who has win-at-all costs philosophy; a child or young person intimidating another; or an official who places unfair pressure on a child or young person. The victim is often weaker and less powerful and the outcome is always painful and distressing.

Cyberbullying – is when a person uses technology, mobile phones or the internet, to deliberately upset someone.

Peer on Peer abuse – Children can abuse other children. Bullying, including cyberbullying, sexual violence, physical abuse.

County Lines – gangs and organised criminal networks involved in exporting illegal drugs. They are likely to exploit children using dedicated mobile phones to move and store drugs and money, by using coercion, intimidation, violence (including sexual violence) and weapons.

Signs and indicators

Children and young people are reluctant to tell someone when they are being abused, so it is essential that every adult is aware of the possible signals that a child and young person’s welfare or safety is being threatened. However, there is rarely a clear sign and you may often have to piece

together various snippets of information and rely on your instinct that something does not seem quite right. You may have one piece of information that, when added to that of others, forms a clear picture of abuse. This is often compared to fitting pieces of a jigsaw together. Only when you have a few pieces can you start to see the true picture.

Remember, it is not your job to decide whether or not a child or young person is being abused – however it is your responsibility to share your concerns.

Club Child Welfare Officer

Designated Role

The Club Child Welfare Officer will:

1. Be the club's point of contact for the Football Association and other organisations to liaise with on Child Protection matters.
2. Be the point of contact for all club members regarding any concerns or allegations.
3. Implement the procedures outlined in the club's Child Protection Policy relating to any concerns or allegations, including making referrals to Social Services, Police and the Football Association as appropriate.
4. Ensure that the club's register of coaches and volunteers is kept up-to-date.
5. Ensure all coaches, volunteers, captains and vice captains complete the FA approved Safeguarding courses
6. Ensure that all coaches / volunteers have been DBS-checked and that all records are stored securely and maintained in line with the requirements of the Data Protection Act. The CWO will ensure the WGS is kept up to date.
7. Ensure that the club's Child Protection Policy and Codes of Conduct continue to be implemented, and are given to all new members/coaches and volunteers
8. Ensure that coaches have an up-to-date register of emergency / alternative contacts for all youth club members is kept, along with information about any medical conditions, and ensure that this is only available on a 'need to know' basis

The club child welfare officer is not responsible for investigating concerns / allegations or for deciding whether abuse has taken place. However, the club welfare officer is responsible for ensuring that concerns / allegations are reported to the relevant authorities

Form for recording allegations or concerns about children

Dorkinians Football Club

Please use this form as a prompt, recording any additional information on the back or on another sheet of paper. PLEASE HANDWRITE YOUR NOTES—DO NOT TYPE THEM.

REMEMBER - your job is not to investigate, but to record accurately all information you receive or signs and symptoms you observe.

Child's details (name, address, tel number, age or DOB):

Child's parents or guardian's details (where known):

Details of the person reporting the suspicion / Allegation / concern (this may be the child):

Describe what the suspicion/allegation/concern is here:

Describe fully any signs; symptoms you or others have observed (include here what the child has told you):

Where did this occur (as far as you know)?

When did this happen (as far as you know)?

If some earlier signs/symptoms were noticed before today, when and where was this?

Record details of anyone else who may have been present or have relevant information:

Signed:

Date:

Position in club:

Telephone Number:

Self-Disclosure form

Dorkinians Football Club

THE CLUB WILL COMPLETE DBS CHECKS ON COACHES EVERY 3 YEARS. IN THE INTERIM YEARS COACHES ARE REQUIRED, BY DORKINIAN FOOTBALL CLUB, TO COMPLETE A SELF-DISCLOSURE FORM AT THE BEGINNING OF EACH SEASON. THIS IS TO ENSURE THEY ARE STILL SUITABLE TO WORK WITH CHILDREN.

HAND THIS FORM TO YOUR CLUB'S CHILD WELFARE OFFICERS AS SOON AS POSSIBLE.

NOTE TO CLUB CHILD WELFARE OFFICER - TO ENSURE CONFIDENTIALITY, THIS FORM SHOULD BE FILED IN A SECURE PLACE.

Name of club:

Role within club:

Full Name:

Any names used previously (including maiden names):

Date of Birth:

Gender:

(Male / Female)

Address:

Telephone Number:

In order to protect young people within the Club, you are required to provide details of all convictions, cautions, court orders, suspensions, formal warnings and reprimands, even if they would otherwise be considered 'spent'. This includes motoring-related offences, and pending court cases. Any information declared will remain confidential and will be considered only with regards to its relevance to your role within the club.

Please answer the following questions, then sign and date the form.

Have you ever been convicted, cautioned, bound over, suspended, formally warned or reprimanded, or do you have any pending court cases?

YES / NO

(delete as appropriate)

If 'Yes', please supply details below, including the nature of the offence, the date and the sentence imposed:

Do you know of any reason why you should not work directly with children, or in an environment where children are present (i.e. are you known to any Social Care Services Department as being an actual or potential risk to children, have you had a disciplinary sanction from another club, Governing Body or other organisation relating to child welfare etc.?)

YES / NO

(delete as appropriate)

If 'Yes', please supply details below:

I declare that the information above is correct, and I agree to inform the Club Welfare Officer within 24 hours if I am subsequently arrested or investigated in relation to Child Welfare concerns.

Signed:

Date: