



Workington Rugby Football Club

Club Safeguarding Policy

Reviewed & updated 2021

Safeguarding Policy¹

1. Workington Rugby Football Club acknowledges its responsibility to safeguard the welfare of all children involved in Workington RFC from harm.
2. Workington RFC confirms that it adheres to the Rugby Football Union's Safeguarding Policy and the procedures, practices and guidelines and endorse and adopt the Policy Statement contained in that document and any successor policy.
3. A child is anyone under the age of 18 engaged in any rugby union activity. However, where a 17 year old male player is playing in the adult game it is essential that every reasonable precaution is taken to ensure his safety and wellbeing are protected.
4. The Key Principles of the RFU Safeguarding Policy are that:
 - The welfare of the child is, and must always be, paramount to any other considerations.
 - All participants regardless of age, gender, ability or disability, race, faith, culture, size, shape, language or sexual identity have the right to protection from abuse or harm.
 - All allegations or suspicions of abuse, neglect, harm and poor practice will be taken seriously and responded to swiftly, fairly and appropriately.
 - Working in partnership with other organisations, statutory agencies, parents, carers, children and young people is essential for the welfare of children.
 - Children have a right to expect support, and personal and social development delivered by an appropriately recruited, vetted and managed in relation to their participation in rugby union, whether they are playing, volunteering or officiating in the community or professional areas of the sport.
5. Workington RFC recognises that all children have the right to participate in sport in a safe, positive and enjoyable environment whilst at the same time being protected from abuse, neglect, harm and poor practice. Workington RFC recognises that this is the responsibility of everyone involved, in whatever capacity, at the club.
6. Workington RFC will implement and comply with the RFU Code of Conduct and the Codes of Conduct for Coaches, Spectators and Officials as appropriate.
7. The Club Safeguarding Officer is:- Philip Atherton (contact 01900604824 or 07979858919).

If you witness or are aware of an incident where the welfare of a child has been put at risk you must, in the first instance, 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 the Club Chairman and either the CB Safeguarding Manager or the RFU Safeguarding Team.
8. All members of Workington RFC who work with children in Regulated Activity must undertake an RFU Disclosure and Barring Service (DBS) check in accordance with RFU Regulation 21.

¹ Based on RFU template 06/08/2019

9. Workington RFC will ensure that all its members, whether they are coaches, parents, players or officials will comply with the Best Practice Guidance as issued by the RFU. In summary, the following are NOT acceptable and will be treated seriously by the club and may result in disciplinary action being taken by the club, the CB or the RFU:

- Working alone with a child.
- Consuming alcohol whilst responsible for children.
- Providing alcohol to children or allowing its supply.
- Smoking in the presence of children.
- Humiliating children.
- Inappropriate or unnecessary physical contact with a child.
- Participating in, or allowing, contact or physical games with children.
- Having an intimate or sexual relationship with any child developed as a result of being in a 'position of trust.'
- Making sexually explicit comments or sharing sexually explicit material.

10. Workington RFC manages the changing facilities and arranges for them to be supervised by two DBS checked adults of the appropriate gender for the players using the facilities. Workington RFC ensures that all its coaches, parents, officials and spectators are aware that adults must not change at the same time, using the same facilities as children.

11. Workington RFC will ensure that its coaches [and team managers] will receive the support and training considered appropriate to their position and role. The RFU "Managing Challenging Behaviour" Policy has been adopted and circulated amongst the club workforce both, voluntary and paid.

12. Any events held on Workington RFC premises must comply with this Policy and if appropriate a Safeguarding Plan should be discussed and circulated to those affected. Any tours, overseas or domestic, undertaken by Workington RFC must comply with the relevant RFU Regulations and Guidance relating to tours.

13 Additional guidance drawn from the RFU safeguarding toolkit is detailed in Appendix A.

This must be adopted in accordance with the club constitution.

Signed *David Exley* Club Chairman

Date January 2021

Appendix A – Additional Guidance from the RFU Safeguarding Toolkit

Photographic Policy

Common sense should be used when clubs write their photographic policy as it is not the intention of the RFU to prevent photographs being taken for legitimate purposes. Care should be taken when placing photographic images on club websites and promotional material.

- Personal information which can lead to a child being identified should never be used. If it is necessary to name a child ensure you have written parental consent and have informed the parents as to how the image will be used. This is particularly important when issuing press releases and match reports.
- Photographs should be of the activity or team, not of one individual
- Clubs should ensure they obtain parental consent for photographs to be taken whilst a child is either at the club or away fixtures. This can be done easily at the beginning of the season when obtaining contact information and membership details
- Children must be appropriately dressed when being photographed. It is never acceptable to capture any images in changing rooms, showers or at any time when players are dressing. Images should be neither sexual, of an exploitative nature nor open to misinterpretation or misuse
- Parents should be made aware if a film is being taken to be used as a coaching aid. Clubs and CBs should ensure that any footage will be carefully monitored and stored securely.
- It is not an offence to take photographs in a public place. On privately owned or leased land it is the owner who may regulate whether or not photographs may be taken. Clubs must have their own photographic policy appropriate for their own specific needs and circumstances
- When clubs meet for fixtures/festivals it is recommended that confirmation is obtained from each club that parental permission has been given for all the children participating. If there is a child who is the subject of a court order who should therefore not have their photograph taken, this should be addressed before the event
- Parents should be aware that they may be asked to register their intention to take photographs.

Commissioning Professional Photographers & the Local Media If the club commissions professional photographers or invites the press to cover an activity, ensure everyone is clear about each other's expectations. The key is to plan ahead and communicate early on. Clubs and CBs should:

- Ensure that the photographer has been appropriately vetted prior to the event.
- Provide a clear brief about what is considered appropriate in terms of content and behaviour.
- Inform them of the club's commitment to safeguarding children. Establish who will hold the recorded images and what they intend to do with them.
- Issue the professional photographer with identification, which must be worn at all times.

Appendix A – Additional Guidance from the RFU Safeguarding Toolkit

Cyber Guidance

Websites are a key part of the daily operation of most clubs. They are probably the most flexible way to communicate with members, and to anyone interested in joining a club. They also have the potential to be a very safe way to communicate with children, given their wide accessibility.

Club Websites However, in the same way that a club has responsibility for the physical safety of a junior member when visiting the club's premises, that club must also ensure that there is nothing on its website which could harm a child, directly or indirectly. A club is legally and morally responsible for the content of its website.

There are two key risks to guard against, abusive or inappropriate content (photos, video or text), on the site itself or on linked sites (including adverts, especially from Google or other 'sponsored links) and disclosing personal information about a child to people accessing the website. This could be the child's name, address, or any information about a child's life, interests or activities which would help a stranger target a child, or engage that child in conversation.

Another aspect of inappropriate content can be perceived as bullying. This could be material on the site which criticises or humiliates a child. It could also be information which places undue pressure on the child to participate in some aspect of a club's activities.

Blogs

Blogs are a type of content becoming commonplace on websites. The creation of a blog is straightforward. It does not require technical or design expertise, and it can be updated remotely. Blogs present two particular challenges: a central part of the attraction of a blog is that it is updated frequently. However, the same risks apply to its content as apply to all other content on the site. A club cannot distance itself from the content of a blog it chooses to include on its site. Further, blogs often contain a lot of opinion, as opposed to purely factual information.

Linked sites

Many sites contain links to other sites. This could be for commercial reasons, such as the sites of sponsors or advertisers, or simply to communicate information to be found on other websites. Before creating a link, a club should check thoroughly the content of the other website, both for child protection reasons, and to ensure the content poses no other risk to the club's reputation. Once a link is included on the site, the club should check its content periodically, and remove any link immediately if concerns arise.

Mobile and on-line communication with children

Technology is moving very fast in this area. There are now many different ways for people to communicate. On-line communication can be by email, instant messaging or social networking sites. The risks posed by such methods of communication arise from a variety of issues: the privacy provided, the wide range of content that can be transmitted, including content of a violent, sexual or hateful nature, the ease with which images can be forwarded onto others and the difficulty in knowing truly who you are communicating with. In sport, there are additional risks: inappropriate pressure can be exerted by adults, particularly coaches, on children or inappropriate criticism of a child's performance. An official position or role within a club, such as coach, can carry with it a level of authority, and engender a level of trust, that facilitates the control of a child. Against this

Appendix A – Additional Guidance from the RFU Safeguarding Toolkit

background, a club needs to establish rules covering how adults connected with that club communicate with children connected with that club.

It is therefore recommended that:

- When communicating by phone, where possible Club Officials and coaches should speak to the parent of a child
- Club Officials and coaches should not communicate with individual children by text or on-line at any time, on any matter, unless there is an immediate risk to the welfare of that child which can be lessened by such contact
- If a club needs to communicate club-related information to children by email (such as training or match details), it should use email groups comprising email addresses given by parents. It is inadvisable for a coach to communicate by email on a one to-one basis with a child; if replying to an email from a child the parent should be copied in to the response
- Coaches and Club Officials should not communicate with children through social networking sites such as Facebook. Coaches should not be “friends” with the children they coach.

Code of conduct for parents/guardians

- Encourage your child to learn the laws and play within them.
- Discourage unfair play and arguing with officials.
- Help your child to recognise good performance, not just results.
- Never force your child to take part in sport.
- Set a good example by recognising fair play and applauding the good performances of all.
- Never punish or belittle a child for losing or making mistakes.
- Publicly accept officials’ judgements.
- Support your child’s involvement and help them to enjoy their sport.
- Use correct and proper language at all times.