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Julia Polities







Faversham Cricket Club established in 1933

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Code of Conduct for Children

APPRECIATE THAT YOU ARE VALUED FOR THE ROLE THAT YOU HAVE IN CRICKET, AND WITH FAVERSHAM CRICKET CLUB

As a Colt player of Faversham Cricket Club you should:

- help create and maintain an environment free of fear and harassment.
- demonstrate fair play and apply cricket's standards both on and off the field.
- understand that you have the right to be treated as an individual.
- respect the advice that you receive that promotes the concept of a balanced attitude.
- treat others as you would wish to be treated yourself.
- respect physical, cultural, and racial differences.
- challenge or report any form of discrimination and prejudice.
- look out for yourself and for the welfare of others.
- speak out if you consider that you, or others, have been poorly treated.
- report behaviour that appears to fall below the expected standards of the Club.
- be organised and on time.
- tell someone in authority if you are leaving a venue or competition.
- accept that these guidelines are in place for the well-being of all concerned.
- treat organisers and coaches with respect.
- observe instructions or restrictions required by appropriate coaches and Club representatives.

You should not take part in any irresponsible, abusive, inappropriate or illegal behaviour which includes:

- consuming alcohol, or illegal or performance enhancing drugs or stimulants.
- smoking.
- using foul language.
- publicly using critical or disrespectful descriptions of officials or others.



Code of Conduct for Members & Guests*

All Members and Guests of this Cricket Club will:

- Respect the rights, dignity and worth of every person within the context of cricket.
- Treat everyone equally and not discriminate on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, religious belief, class or social background, sexual preference or political belief.
- Not condone, or allow to go unchallenged, any form of discrimination if witnessed.
- Display high standards of behaviour.
- Promote the positive aspects of cricket, for example fair play.
- Encourage all participants to learn the Laws and rules and play within them, always respecting the decisions of match officials.
- Actively discourage unfair play, rule violations and arguing with match officials.
- Recognise good performance not just match results.
- Place the well-being and safety of children above the development of performance.
- Ensure activities are appropriate for the age, maturity, experience and ability of the individual.
- Respect children's opinions when making decisions about their participation in cricket.
- Not smoke, drink or use banned substances while working with children in the club.
- Not provide children with alcohol when they are under the care of the club.
- Follow ECB guidelines set out in the "Safe Hands Cricket's Policy for Safeguarding Children" and any other relevant guidelines issued.
- Report any concerns in relation to a child, following reporting procedures laid down by the ECB.
- * Members and guests include all members and officers of the cricket club and all guests of those members and officers, as well as all individuals who watch/attend/participate/ officiate in matches hosted by the club in whatever capacity.



Faversham Cricket Club established in 1933

Juniors playing in adult (open age group) cricket

Juniors will be eligible to play adult cricket for Faversham Cricket Club under the following guidelines, so long as parental/guardian consent has been given (using the relevant declaration at the end of the online Juniors registration form).

1. Minimum age

In general, Juniors must be in the **U13 age group**, be in school **year 8** and be **12 years old on 1**st **September** of the preceding year before being able to play adult cricket.

The above applies unless:

Selected in a county U12 squad in spring for a summer squad, or in another squad deemed by ECB Performance Managers to be of a standard above 'district level' for that season.

This is providing they are at least 11 years old, are in School Year 7 on 1st September in the year preceding the season. This means boys and girls who are county squad and area squad players, are able to play open age group cricket if they are in an U12 age group and are a minimum of 11 years old on 1st September of the year preceding the season.

2. Duty of care

By allowing Juniors as described above to play adult cricket Faversham Cricket Club recognises its duty of care towards these players as follows:

- The Club will not place a young player in a position that involves an unreasonable risk to that
 young player, taking account of the circumstances of the match and the relative skills of the
 player.
- The Club will not create a situation that places members of the opposing side in a position whereby they cannot play cricket as they would normally do against adult players.

3. Restrictions

ECB Helmets, Fast Bowling Directives and Fielding Regulations will always be adhered to for Juniors playing in adult cricket.

4. General

- Juniors will be involved in all aspects of the game wherever possible/appropriate.
- The Captain will inform the Umpires of the inclusion of a Junior/Juniors in the team.
- Juniors will be included in the Team in a way that allows them to show their talents/skills in an appropriate way.
- Juniors will be supported and encouraged in their performance and effort regardless of success.



Faversham Cricket Club

established in 1935

Safeguarding Policy

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Safeguarding Policy Statement

Faversham Cricket Club is committed to ensuring all children (i.e all persons under the age of 18) participating in cricket have a safe and positive experience. We will do this by:

- Recognising all children participating in cricket (regardless of age, gender, race, religion, sexual orientation, ability or disability) have the right to have fun and be protected from harm in a safe environment.
- Ensuring individuals working within cricket at, or for, our club provide a welcoming, safe, and fun experience for children.
- Adopting and implementing the England and Wales Cricket Board (ECB) "Safe Hands –
 Cricket's Policy for Safeguarding Children" and any future versions of this.
- Appointing a Club Welfare Officer and ensuring they attend all current and future training modules required by the ECB,
- Ensuring all people who work in cricket at, or for, our club (such as staff, officials, volunteers, team managers, coaches and so on) have a responsibility for safeguarding children, and understand how the "Safe Hands Policy" applies to them.
- Ensuring all individuals working within cricket at, or for, our club are recruited and appointed in accordance with ECB guidelines and relevant legislation.
- Ensuring all individuals working within cricket at, or for, our club are provided with support, through education and training, so they are aware of, and can adhere to, good practice and Code of Conduct guidelines defined by the ECB, and the club.
- Ensuring the name and contact details of the Club Welfare Officer is available:
 - As the first point of contact for parents, children and volunteers/staff within the club
 - As a local source of procedural advice for the club, its committee and members.
 - As the main point of contact within the club for the ECB County Welfare Officer and the ECB Safeguarding Team, and
 - As the main point of contact within the club for relevant external agencies in connection with child safeguarding.
- Ensuring correct and comprehensive reporting procedures exist for raising and managing child safeguarding concerns.
- Providing an environment where the views of children, parents and volunteers are sought
 and welcomed on a range of issues. This will help us create an environment where people
 have the opportunity to voice any concerns (about possible suspected child abuse/neglect,
 and/or about poor practice) to the Club Welfare Officer.*
 - *Details of the County Welfare Officer will be made available, in case the Club Welfare officer is unavailable, or the concern relates to the Club Welfare officer.
- Ensuring all suspicions, concerns and allegations are taken seriously and dealt with swiftly and appropriately.
- Ensuring access to confidential information relating to child safeguarding matters is
 restricted to those who need to know in order to safeguard children including the Club
 Welfare Officer and the appropriate external authorities, such as the Local Authority
 Designated Officer (LADO), as specified within ECB child safeguarding procedures.

Child Collection

Parents/guardians of children left with Faversham Cricket Club must have provided all the relevant contact details requested on the Colts registration form prior to leaving them in our care.

- All parents/guardians are expected to collect their child/children or the child/children in their care promptly after training sessions and matches have finished. If they are unable to do so they are asked to please contact the Head Coach or Colts Coordinator for training sessions, or the relevant Team Manager for matches. Alternatively, a Club CWO should be contacted. Contact details for the Head Coach, Colts Coordinator and CWOs can be found on the Club website (at: favershamcc.co.uk/contact/). Team Managers will provide their contact details to those in their team/squad.
- If someone else will be collecting on their behalf they are asked to provide details of the person who will be collecting. Children will only be dismissed to anyone other than their parents/guardian if prior instruction has been received by Faversham Cricket Club, or if the child is obviously aware that a different adult is to collect them and is happy to go with them (unless there are any concerns about allowing the child(ren) to leave with this person, or the Club is aware of any other issues that might make this inappropriate, in which case the main contact for the child(ren) may be contacted for confirmation).
- In the event of the club receiving instructions by telephone from a parent/guardian to allow a third party to collect a child in our care, the person receiving the call should, where necessary (e.g. parent/guardian not known to person taking the call), take reasonable steps to confirm the identity of the caller before agreeing to allow the child to be collected by the third party.
- Faversham Cricket Club has a duty of care to our young players and if a coach or volunteer believes that the adult collecting a child is unfit to care for that child, for example through intoxication, the child will not be released. In this circumstance a member of the Club will contact any other adults named on the child's registration form to request that someone else collects the child, or failing that will ask the Club Welfare Officer (or other Club representative if not available) to contact Social Services.

Uncollected Child Procedure

If children are not collected according to the Child Collection Policy above, and we have no information about their safe collection we will take the following steps:

- 1. The parent/guardian contact numbers and/or emergency contact numbers which are kept on file, as submitted by the parent/guardian on the child's registration form, will be contacted.
- 2. All reasonable attempts will be made to contact the above mentioned adults.
- 3. The child will not leave the premises with anyone other than those named on their registration form, or as agreed in the Child Collection Policy above, or as a result of contact being made in steps 1 and 2.
- 4. If the child has not been collected within 30 minutes of the scheduled end of the training session or match, and there is no one who can be contacted to collect the child, we will contact the duty officer at Kent Social Services and seek advice.
- 5. The child will stay in the care of a DBS checked Faversham Cricket Club official/coach/volunteer until collected by the parent/guardian or other designated adult, or by a social care worker.
- 6. Under no circumstances will Faversham Cricket Club representatives look for the parent, nor will they take the child home with them unless agreed by the parent/guardian.
- 7. A full report of the incident will be recorded and submitted to Social Services if appropriate/required.

Changing & Showering

- Adults must not change, or shower, at the same time using the same facility as children.
- Adults should try to change at separate times to children during matches, for example when children are padding up.
- If adults and children need to share a changing facility, FCC will have consent from parents that their child(ren) can share a changing room with adults in the club.
- If children play in Open Age teams, they, and their parents, will be informed of the club's policy on changing arrangements.

Transporting Children

- Coaches and club staff will be responsible for children in their care when on the club premises or on arrival at opponents' cricket grounds.
- It is not the responsibility of the coach or team manager to transport, or arrange to transport, the children to and from the club or match.

Photography & Video

Policy relating to the use of cameras during matches, training sessions and on other club occasions is as follows:

- Photographs/images are not to be taken at matches or training without the prior permission of the parents/carers of the child. This permission can be given by proxy by the coach of each team only after parental consent for this has been granted. The coach must arrange this prior to attending matches.
- If no consent has been given for a child on the Colts registration form, then it is to be made known to the relevant person of the other team (e.g. coach/team manager) so the appropriate person/s taking photographs for the other team is/are aware and can avoid taking photographs of that particular child.
- The children will be informed, when possible, that a person will be taking photographs.
- The children will be informed that if they have concerns they can report these to the coach or team manager.
- Concerns regarding inappropriate, or intrusive, photography should be reported to the Club Welfare Officer and recorded in the same manner as any other child protection or safeguarding concern.

Policy relating to the use of images of children (for example on the web, in the media or in league handbooks):

- Parental permission will be requested to use the child's image and, wherever possible, show the image to the parents and child in advance. This ensures that they are aware of the way the image will be used to represent cricket and the club.
- Child's permission will be requested to use their image. This ensures they are aware of the way the image is to be used to represent cricket and the club.
- If the cricketer is named, avoid using their photograph.
- If a photograph is used, avoid naming the child.
- Only use images of children in appropriate kit (training or competition), to reduce the risk of inappropriate use, and to provide positive images of the children.
- FCC will encourage the reporting of inappropriate use of images of children. Concerns will be reported to the County or Club Welfare Officer.

Missing Children

If a child goes missing the club will take the following actions:

- Children in the club's care are looked after appropriately while the club organises a search for the child concerned.
- Inform the child's parents, if they are present at the event, or nominate an appropriate person to telephone them and advise of the concern.
- Organise all available responsible adults by areas to be searched.
- A report will go to the police no later than 20 minutes after the child's disappearance is noted, even if the search is not complete.
- Police guidance will be followed.
- All missing child incidents WILL BE notified at the very earliest opportunity to the Club Welfare Officer, who will immediately notify the County Welfare Officer, and they will then notify the ECB Safeguarding Team.

Anti-Bullying

Statement of Intent

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect.

As a club, we take bullying seriously. We are committed to providing a caring, friendly and safe environment for all of our children so they can train and play in a relaxed, safe and secure atmosphere. Bullying of any kind is unacceptable and will not be tolerated at our club. If bullying does occur, all children should be able to tell, and know that incidents will be dealt with promptly and effectively. We are a Telling club. This means that anyone who knows that bullying is happening is expected to tell the coaches / managers and officials.

What is Bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim.

Bullying can be:

- Emotional: being unfriendly, excluding, tormenting (e.g. hiding kit, threatening gestures)
- Physical: pushing, kicking, hitting, punching or any use of violence
- Racist: racial taunts, graffiti, gestures
- Sexual: unwanted physical contact or sexually abusive comments
- Homophobic: because of, or focusing on the issue of sexuality
- Verbal: name-calling, sarcasm, spreading rumours, teasing
- Cyber: All areas of internet, such as email and internet chat room misuse. Mobile threats by text messaging and calls. Misuse of associated technology i.e. camera and video facilities.

Signs and Symptoms

A child may indicate by signs or behaviour that he or she is being bullied. These may include a child:

- Saying they are being bullied
- Changing their usual routine
- Unwilling to go to the club
- Becoming withdrawn, anxious, or lacking in confidence
- Having possessions which are damaged or "go missing"
- Having unexplained cuts or bruises
- Being frightened to say what is wrong
- Giving improbable excuses for any of the above

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.

Procedures

- 1. Report bullying incidents to the Club Welfare Officer.
- 2. In cases of serious bullying, the incidents will be reported to the ECB Child Protection Team for advice via the County Welfare Officer.
- 3. Parents will be informed and will be asked to come in to a meeting to discuss the problem.
- 4. If necessary and appropriate, the police will be consulted.
- 5. Bullying behaviour or threats of bullying will be investigated and the bullying stopped quickly.
- 6. An attempt will be made to help the bully to change their behavior.

In cases of adults reported to be bullying cricketers under the age of 18, the ECB will be informed and will advise on action to be taken.

Inclusion & Diversity

Faversham Cricket Club, in all its activities, is fully committed to the principles of equality of opportunity in cricket, and to ensuring that its employees, members and all other individuals working or volunteering for Faversham Cricket Club, and participating in or watching activities are treated fairly and are able to conduct their activities free from discrimination, harassment or intimidation.

- Faversham Cricket Club, in all its activities will not discriminate, or in any way treat anyone less favourably on the grounds of age, gender, disability, race, parental or marital status, pregnancy, religion or belief or sexual orientation.
- Faversham Cricket Club will not tolerate harassment, bullying, abuse or victimisation of individuals.
- Faversham Cricket Club, will endeavour to create access and opportunities for all those individuals who wish to participate, and are lawfully eligible to participate, in its activities.
- Faversham Cricket Club, will ensure that it complies with the requirements of the Equality Act 2010 and shall take all reasonable steps to ensure that its employees, members and volunteers adhere to these requirements and this policy.

This policy is fully supported by the club's officers who are responsible for the implementation of this policy.

Faversham Cricket Club is committed to the investigation of any claims when brought to its attention, of discrimination, harassment, bullying, abuse or victimisation of an individual, and reserves the right to impose such sanction as it considers appropriate and proportionate, where such is found to be the case.

In the event that any employee, member, volunteer, participant or spectator feels that he has suffered discrimination, harassment, bullying, abuse or victimisation, they should report the matter in writing to the committee of Faversham Cricket Club.

Any such report should include:

- details of what occurred;
- when and where the occurrence took place
- any witness details and copies of any witness statements.

If the accused individual is an employee, the committee will regard the issue as a disciplinary issue and will follow the employment disciplinary procedure.

If the accused individual is a non-employee, the committee:

- May decide (at its sole discretion) to uphold or dismiss the complaint without holding a hearing
- May (at its sole discretion) hold a hearing at which both parties will be entitled to attend and present their case
- Will have the power to impose any one or more of the following sanctions on any person found to be in breach of any policy:
 - warn as to future conduct
 - suspend from membership
 - remove from membership
 - exclude a non-member from the facility, either temporarily or permanently;

- o turn down a non-member's current and/or future membership application
- Will provide both parties with written reasons for its decision.

A party may appeal a decision of the committee to the relevant County Cricket board by writing to the relevant County Cricket Board within 3 months of Faversham Cricket Club's decision being notified to that party.

If the nature of the complaint is with regard to the committee of Faversham Cricket Club the complainant may report the complaint directly to Kent County Cricket Board.

This policy will be reviewed periodically by Faversham Cricket Club in consultation with the England and Wales Cricket Board Limited.

Communications & Social Media*

Faversham Cricket Club, its officials and volunteers are responsible for ensuring that all forms of communication with children and young people and all content hosted on websites, social network platforms and any associated message boards or blogs abide by the Rules and Regulations of The ECB Safehands Policies & Guidelines.

Standard Practices

The general rule for communications with children U18 will be that all communications relating to children's cricket activities, or club business relating to children, will be communicated via parents/carers.

Any variation from this will be according to the principles below, for all age groups:

- Written informed consent needs to be obtained from parents/carers before group email or texts are used to communicate with U18s, and this will be limited to U16s, U17s and U18s only.
- Explain to parents/carers and players, the purpose and method for coaches, FCC officials and other volunteers to communicate by either text, email or both with their son/daughter.
- Only use group texts or emails and always copy in the parent/carer or the additional designated FCC official to all communications with young people. If there is an U18 in the communication group then a designated FCC official who is not a member of the coaching team for that age group should be included in the communications group.
- Parents/carers will be given the option of all communications going via themselves only or being included in the communications group.
- Ensure texts or emails are only in relation to specific FCC related activities e.g. informing young people about changes in match arrangements, training times or venue changes etc.
- Report to the Club Welfare Officer (CWO) any instance(s) where inappropriate
 communications are received from a young person. The CWO will then agree what action FCC
 will take, notifying parents/carers and any other appropriate individuals or agencies.

Coaches, officials and other volunteers should not:

- Use text or emails for personal conversation, sending pictures, jokes or other items of a personal nature.
- Respond to emails from young people other than those directly related to FCC matters, and sent according to the principles set out in this policy. The CWO should be advised of any non-FCC related emails that are received.
- Use language that is directly (or could be misinterpreted as being) racist, sexist, derogatory, threatening, abusive or sexualised in tone.

Social networking

Coaches should avoid using social networking sites as the primary way of communicating with players. However, if it's decided that the most effective way of communicating to young people is via a social networking site then coaches should communicate explicitly for members, parents and carers solely about cricket matters e.g. fixtures, cancellations and team selection.

At no time should there be any personal communications, 'banter' or comments.

The Club will appoint appropriate colleagues to monitor the content of the social networking site and provide the person with primary responsibility with adequate support and safeguards. Children and young people should be advised by their coaches, parents/carers and CWO to always advise an adult they trust about any communication that makes them feel uncomfortable or where they've been asked not to tell their parent/carer about the communication.

Responsible use of social networking sites

- Ensure all the privacy settings are locked so that the page(s) are used explicitly for FCC matters and are not used as a place to meet, share personal details or have private conversations.
- Nominate a FCC official to monitor the social networking page regularly and remove access for anyone behaving inappropriately.
- Ensure everyone within FCC knows who is responsible for monitoring the content of the social networking areas and how to contact them.
- Inform the CWO if you have received inappropriate communications online, keeping a record of any inappropriate, threatening or offensive material as this may be needed as evidence.

Unless a child/young person is a direct relation, coaches, volunteers, and officials should not:

- Accept as a friend, players aged U18 on social networking sites they are members of, or share their own personal social networking sites with children or young people involved in youth cricket.
- Make contact with children or young people known through cricket outside of the cricket context on social networking sites.
- Use internet or web based communications to send personal messages of a non-cricket nature to a child or young person.
- Engage in any personal communications, 'banter' or comments.

^{*} Policy under review, due to the way communication through social media is constantly evolving, this policy will be under continued reviewed.

Whistle Blowing Policy

FCC is committed to maintaining a culture where it is safe, and acceptable, for all those involved in cricket to raise concerns about unacceptable practice and misconduct.

You may be the first to recognise something is wrong but you may not feel able to express your concerns out of a belief that this would be disloyal to colleagues, or you may fear harassment, victimisation or disadvantage.

These feelings, however natural, must never result in a child continuing to be unnecessarily at risk. Remember, it is often the most vulnerable children who are targeted. These children need someone like you to safeguard their welfare. Those involved in the sport must acknowledge their individual responsibilities to bring matters of concern to the attention of the relevant people. and/or agencies. Although this can be difficult, it is particularly important where the welfare of children may be at risk.

The FCC assures all involved in cricket that they will be treated fairly and that all concerns will be properly considered. In cases where the suspicions prove to be unfounded, no action will be taken against those who report their suspicions/allegations, provided they acted in good faith and without malicious intent. The Public Interest Disclosure Act 1998 protects whistle blowers from victimisation, discipline or dismissal where they raise genuine concerns of misconduct or malpractice.

Reasons for whistle blowing

Each individual has a responsibility for raising concerns about unacceptable practice or behaviour:

- To prevent the problem worsening or widening
- To protect or reduce risk to others To prevent becoming implicated yourself

What stops people from whistle blowing?

- Starting a chain of events which spirals
- Disrupting work or training
- Fear of getting it wrong
- Fear of repercussions or damaging careers
- Fear of not being believed

What happens next?

- You should be given information on the nature and progress of any enquiries
- All concerns will be treated in confidence. During the process of investigating the matter, every effort will be made to keep the identity of those raising the concern unknown, except to the minimum number of individuals practicable
- Your Club Welfare Officer, County Welfare Officer and the FCC have a responsibility to protect you from harassment or victimisation
- No action will be taken against you if the concern proves to be unfounded and was raised in good faith
- Malicious allegations may be considered a disciplinary offence

FCC Safeguarding Whistle Blowing Procedures

Should suspicions be raised via a "tip off", the person receiving the tip off should attempt to obtain the following information from the informant:

- Name address and telephone number
- Names of individuals involved
- The manner of the alleged incident/s or circumstances
- Whether they will submit any evidence (if applicable)
- How they became aware of the nature of the allegation
- You should not attempt to deal with any allegation or suspicion yourself, rather inform your Club Welfare Officer or your County Welfare Officer or the FCC Safeguarding Team.

Specifically do not:

- Inform the person about whom the concern was raised
- Inform any other members, participants or employees
- Commence your own investigation
- Annotate or remove evidence
- Delay in reporting the suspicion

Also do not assume:

- "All is well, otherwise it would have been spotted earlier"
- "It doesn't matter" or "no harm will arise"
- "Ignore it as it is not my responsibility"
- "Someone else must have reported it already"

Safeguarding Contacts

Cricket Contacts for Safeguarding			
Faversham Cricket Club Welfare Officer	Janet Davison	E: janetchapman2003@yahoo.co.uk T: 07836 546110	
Faversham Cricket Club Deputy CWO	Vince Taylor	E: vince@taylored.co.uk T: 07970 029021	
County Welfare Officer	Bridget Owen	E: kcbcwo.kent@ecb.co.uk T: 01303 840095	
ECB Safeguarding Team	ECB Lord's Cricket Ground London NW8 8QZ	E:safeguarding@ecb.co.uk T: 020 7432 1200	
Local Contacts for Safeguarding			
Local Authority Designated Officer (LADO)		E: kentchildrenslado@kent.gov.uk T: 03000 410888	
Local Children's Social Care (including out of office hours contact) Please note: In an emergency, the Samaritans will hold the Social Care Duty Officer's contact number.		T: 03000 414444 (or 03000 419191 out of hours)	
The Samaritans		T 08457 909090	
Local Police Child Protection Teams. In an emergency contact via 999 .		T 101 (Non-emergency, quote Operation Willow)	

NSPCC Freephone 24 hour Helpline	National Centre Weston House 42 Curtain Road London EC2A 3NH www.nspcc.org.uk	T 0808 800 5000
NSPCC Asian Child Protection Helpline		T 0800 096 7719
NSPCC Cymru/Wales Child Protection Helpline		T 0808 800 5000
Child Protection in Sport Unit (CPSU)	3 Gilmour Close Beaumont Leys Leicester L4 1EZ www.thecpsu.org.uk	T 0116 234 7278 E cpsu@nspcc.org.uk
Childline UK	Freepost 1111 London N1 OBR www.childline.org.uk	T 0800 1111
Child Exploitation and Online Protection Centre (CEOP)	33 Vauxhall Bridge Road London SW1V 2WG www.ceop.gov.uk	T 0870 000 3344