**LEAGUE/CLUB CHILD PROTECTION POLICY & PROCEDURES**

**NAME OF LEAGUE -**

**INTRODUCTION**

We understand that we have a duty of care as well as a legal and moral responsibility to safeguard the welfare of every child who has been entrusted to our care. We are committed to working to provide a safe environment and an enjoyable experience for all our members. We acknowledge that all children have a right to protection and we must take into account the needs of those who may be particularly vulnerable. A child is defined as a person under the age of 18 (The Children’s Act 1989).

**KEY PRINCIPLES**

• A child’s welfare is, and must always be the paramount consideration

• It is everyone’s responsibility to ensure children’s welfare is paramount at all times

• All children (regardless of their age, ethnic origin, gender, race, religion, sexual orientation, ability or disability) have a right to be protected from abuse

• Table Tennis should be fun, safe and a positive experience for all children

• All suspicions and allegations of abuse or poor practice will be taken seriously and responded to promptly and aptly

• It is the responsibility of Child Protection experts to determine whether or not abuse has taken place, but is everyone's responsibility to report any concerns.

These principles apply to everybody involved in junior Table Tennis in Wales, and whether in a paid or voluntary capacity. This means whether you are a volunteer, league/club official, umpire, coach. league/club helper or member.

**ROLE OF LEAGUE/CLUB**

We understand we have an important role to play in safeguarding the welfare of all children by protecting them from all forms of abuse, including physical, sexual or emotional harm, and neglect or bullying. In this role we will provide children and young people with appropriate safety and protection whilst in our care and follow the necessary policies, procedures and practices as instructed by Table Tennis Wales (TTW).

We have also appointed a League/Club Welfare Officer to assist with our responsibilities.

**POLICY, PROCEDURES & PRACTICES**

We will ensure the safety and protection of all children involved through the implementation and endorsement of the TTW Child Protection Policy and the Child Welfare Complaints Procedure (see TTW website at www.ttaw.co.uk) ensuring all those who work in Table Tennis are aware of these and understand their obligations

**RECRUITMENT**

We will follow the recruitment procedures as set out in the TTW Child Protection Policy to ensure all individuals working in our league/club are recruited and appointed according to TTW best practice guidelines, including to:

• Develop a job description/role profile

• Request identification documents

• Meet and chat with applicant(s). Where possible, conduct interviews before appointing

• Request and follow up two references (one from previous employer) before appointing

• Apply for an Enhanced CRB/ Disclosure/Barred List check in line with TTW guidelines

If there are concerns regarding the appropriateness of an individual who is currently involved or seeking to become involved with the league/club, we will obtain guidance from the TTW Lead Child Protection Officer

**EDUCATION & TRAINING**

We will ensure that all people working with children in our league/club are provided with support, through education and training which shall allow staff/volunteers to make informed and confident responses to specific child protection issues as well as be aware of, and adhere to good practice guidelines from the TTW

**POSITION OF TRUST**

We shall make all coaches, officials and volunteers aware of the potential for the development of a relationship of trust between themselves and young and vulnerable people, and the consequences inherent in the accidental or intentional abuse of that relationship.

**WHISTLE-BLOWING**

We support and promote the TTW Whistle-Blowing Policy, where any adult or young person with concerns about a colleague can report these concerns to the TTW Lead Child Protection Officer (contact details on TTW website at www.ttaw.co.uk)

**ANTI-BULLYING**

The league/ club acknowledges and actively endorses the TTW policies and procedures in regard to anti-bullying. Bullying of any kind is not accepted at our league/ club and we will work together to ensure all forms of bullying is addressed. If bullying does occur, players and/or parents/guardians should be able to share their concerns and be assured that bullying will be dealt with seriously and swiftly.

**CODES OF CONDUCT**

We have adopted TTW Codes of Conduct as part of our commitment to promote good practice and behaviour at the league/club. Breaches will be dealt with under our complaints and disciplinary procedures and may be subject to sanctions from TTW in more serious *circumstances.* We advise that all members make themselves aware of these Codes of Conduct – see www.ttaw.co.uk

**LEAGUE/CLUB WELFARE OFFICER (WO)**

We have appointed a WO in line with the TTW role profile, and shall ensure he/she attends all current and future training required by TTW in order to have the necessary skills to undertake the role effectively. The WO is the first point of contact for all league/club members and parents/guardians regarding concerns for the welfare of a child. The WO will be responsible for referring concerns and taking a proactive role in raising an awareness of poor practice and abuse within the league/club. The contact details for the WO are as follows:......................................................................

**REPORTING YOUR CONCERNS**

**Safeguarding children is everyone’s responsibility.** If you are worried about a child, you must report your concerns; this should be to our WO. If the concern is of a more serious nature, such as possible abuse, where possible, inform the WO, and proceed to contact Social Services or the Police immediately. The child’s welfare is paramount,

You should ensure they are safe and if medical treatment is required, take them to hospital or call an ambulance and advise the doctor this is a child protection concern. If you are unable to contact our WO or in a situation where the matter is clearly serious, contact either the TTW Lead Child Protection Officer, Police or Social Services, or NSPCC

**FURTHER INFORMATION**

A copy of the TTW Child Protection Policy and Child Welfare Complaints Procedure together with contact details for the TW Lead Child Protection Officer can be found on the TTW website at www.ttaw.co.uk

**FURTHER ADVICE**

For further advice regarding the TTW Safeguarding Policy or any potential safeguarding matters, please contact WO and/or the TTW Lead Child Protection Officer and/or : The NSPCC 24-Hour Helpline: **0808 800 5000**

Adopted on behalf of the League/Club by chairperson/chief organiser:

Signed:

Name of signatory:

Date:

**www.faw.org.uk**

CLUB SAFEGUARDING

CHILDREN POLICY