

# Clapton Community Football Club



## SAFEGUARDING POLICY

### Open Age Adult Teams

#### **CLAPTON COMMUNITY FOOTBALL CLUB (Clapton CFC)**

acknowledges its responsibility to safeguard the welfare of every child, young person and vulnerable adult and is committed to providing a safe environment for all. We recognise that a child is anyone under the age of 18 and includes participants in open age football. We subscribe to The Football Association's (The FA) Safeguarding Children and vulnerable adults Policy and Procedures.

#### **Sexual Violence in Sport**

Clapton CFC acknowledges sexual violence and abusive behaviour can and do occur in sport. The WHO defines sexual violence as any sexual act, attempt to obtain a sexual act, unwanted sexual comments or advances, or acts to traffic, or otherwise directed, against a person's sexuality using coercion, by any person regardless of their relationship to the victim, in any setting, including but not limited to home and work.

Clapton CFC is committed to providing safe sporting environments and experiences for all participants, free from abuse, exploitation, discrimination, harassment and bullying;

Clapton CFC recognises that making a disclosure of sexual violence or abusive behaviour is never easy. Clapton CFC is committed to ensuring that all disclosures are taken seriously and Club Welfare Officers are in place, (supported by wellbeing representatives) who have received appropriate training. There is a clear procedure for recording a reporting any disclosure outlined in appendices A and B

#### **Positions of trust involving young people**

Everyone who works/volunteers with children and young people (anyone under the age of 18) is responsible and accountable for the way in which they behave towards them. Every child has a right to be treated with respect and dignity.

Open Age Adult Football places certain adults in relationships of trust with young people. Someone in a position of trust is a person in a position of authority or responsibility over another person. Those in positions of trust have a considerable amount of power and influence on a young persons' life. For example, a young person may be dependent on their coach, mentor or other adult for their

sporting development, success, or position in a club, representative or national team. Clapton CFC considers all coaching roles to be positions of trust for this purpose.

It's expected that all adult-child relationships involving positions of trust maintain clear boundaries at all times, are supportive, positive and aimed at improving the young person's skills, development and progress. The adult-child relationships should all focus on the respective activity/event.

- No intimate or sexual relationship should take place while the member of staff or volunteer is in a position of trust relationship with a player.
- In addition, inappropriate, intimate or sexual relationships between an adult and a young player aged 16 and 17 may be unlawful, irrespective of gender and sexual orientation.

Where a relationship of trust exists, it does not make any difference whether or not the relationship is consensual. The imbalance of power makes it an abuse of that relationship of trust.

Clapton CFC supports The FA's position that "It is an offence for a person aged 18 or over to involve a child under that age in sexual activity where he or she is in a specified position of trust in relation to that child. This includes those who care for, advise, supervise or train children and young people (Sexual Offences Act 2003)".

The principle of this section of the Sexual Offences Act 2003 is applied by The FA. Therefore, anyone engaging in an intimate or sexual relationship with a young player is breach of The Football Association Regulations and as such may result in disciplinary action and where appropriate a referral will be made to the statutory agencies, including the Police, and applicable Local Authorities bodies, for example, the Disclosure and Barring Service (DBS).

The Key Principles of our approach to safeguarding are that:

- the child's welfare is, and must always be, the paramount consideration;
- all children and young people have a right to be protected from abuse regardless of their; age, gender, gender reassignment, sexual orientation, marital status or civil partnership, race, nationality, ethnic origin, colour, religion or belief, ability or disability, pregnancy and maternity;
- all suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately; and
- working in partnership with other organisations, children and young people and their parents/carers is essential.
- We acknowledge that every child or young person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse. **CLAPTON COMMUNITY FOOTBALL CLUB** recognises that this is the responsibility of every adult involved in our club.

**CLAPTON COMMUNITY FOOTBALL CLUB** has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying. It is noted and accepted that The FA's Safeguarding Children Regulations (see The FA Handbook [TheFA.com/football-rules-governance/lawsandrules/fa-handbook](https://www.thefa.com/football-rules-governance/lawsandrules/fa-handbook)) apply to everyone in football whether in a paid or voluntary capacity, including coaches/managers, volunteers, match officials, helpers on club tours, or medical staff or other club officials/helpers.

We endorse and adopt The FA's Safer Recruitment guidelines and we will:

- Specify what the role is and what tasks it involves;
- Request identification documents;
- As a minimum meet and chat with the applicant(s) and where possible interview people before appointing them;

- Ask for and follow up with 2 references before appointing someone; and
- Where eligible require an FA- accepted DBS enhanced with barred list Check, in line with The FA's current Safeguarding Children Policy and Regulations.

All current **CLAPTON COMMUNITY FOOTBALL CLUB** Football Club members working in eligible roles with children and young people, including those in open age adult football such as coaches/managers and physiotherapists, are required to hold an in-date FA accepted DBS enhanced with barred list check as part of safer recruitment practice.

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of **CLAPTON COMMUNITY FOOTBALL CLUB**, guidance will be sought from the County Football Association (CFA). It is noted and accepted that The FA will consider the relevance and significance of the information obtained via the DBS process and that all suitability decisions will be made in accordance with legislation and in the best interests of children and young people.

It is accepted that The FA aims to prevent people with a history of relevant and significant offending from having contact with children or young people and the opportunity to influence policies or practice with children or young people. This is to prevent direct sexual or physical harm to children and to minimise the risk of 'grooming' within football.

**CLAPTON COMMUNITY FOOTBALL CLUB** supports The FA's Whistle Blowing policy which requires any adult or young person with concerns about an adult in a position of trust within football can 'whistle blow' by contacting The FA Safeguarding Team on **0800 169 1863**, by writing to The FA Case Manager at The Football Association, Wembley Stadium, PO Box 1966, London SW1P 9EQ, by emailing [Safeguarding@TheFA.com](mailto:Safeguarding@TheFA.com) or alternatively by going direct to the Police, Children's Social Care or the NSPCC.

**CLAPTON COMMUNITY FOOTBALL CLUB** encourages everyone to know about The FA's Whistle Blowing Policy and to utilise it if necessary.

**CLAPTON COMMUNITY FOOTBALL CLUB** has appointed Club Welfare Officers ("CWO") in line with The FA's role profile who have completed the Safeguarding Children and Welfare Officers Workshop by the CWOs. The post holders will be involved with ongoing Welfare Officer training provided by The FA and/or CFA. The CWOs are the first point of contact for all club members regarding concerns about the welfare of any child or young person. The CWOs will liaise directly with the CFA Designated Safeguarding Officer and will be familiar with the procedures for referring any concerns. The CWOs will also play a proactive role in increasing awareness of respect, poor practice and abuse amongst club members.

We acknowledge and endorse The FA's identification of bullying as a category of abuse. Bullying of any kind is not acceptable at our club. If bullying does occur, all players and parents/carers should be able to access our accountability policy and know that incidents will be dealt with appropriately. Incidents need to be reported to the relevant team welfare representative or the relevant CWO and in cases of serious bullying the CFA Designated Safeguarding Officer may be contacted.

Our Accountability Agreement for Players, Members, Officials and Coaches (as required by the CPSU Safeguarding Standards) has been implemented by **CLAPTON COMMUNITY FOOTBALL CLUB**. The Accountability Agreement sets out our shared understanding for how all club members will conduct themselves and how we are expected to respond if challenged about our own actions. The Accountability Handbook sets out potential actions related to serious misconduct at club level and acknowledges the possibility of potential sanctions which may be implemented by the CFA in more serious circumstances

In this Club, safeguarding is everyone’s responsibility, and we know that inaction is not an option. If anyone is worried about a child, it is important that they report their concerns to the CWO, who will deal with reported concerns as follows:

- I. Our CWOs will manage poor practice and where necessary seek advice from the CFA Designated Safeguarding Officer (CFA DSO).
- II. Our CWOs will make referrals about more serious concerns to the CFA DSO, or in an emergency contact the Police or Children’s Social Care.
- III. We will ensure that if the child needs immediate medical treatment that we take them to a hospital or call an ambulance and tell them it is a child protection concern.
- IV. Our CWOs will keep records of the actions taken and keep the CFA DSO informed.

If at any time our Club Welfare Officer is not available, or the matter is clearly serious, all our members should be aware that they can:

- Contact the CFA DSO directly;
  - London FA (Womens Teams/Men’s Development Team) [safeguarding@londonfa.com](mailto:safeguarding@londonfa.com) Harry Woodley (Assistant Designated Safeguarding Officer) Mobile: 07525237348 (Available Monday to Friday, 9:00am – 5:00pm)
  - Essex FA (Men’s First Team) [safeguarding@essexfa.com](mailto:safeguarding@essexfa.com) Emily Reece - Safeguarding Support Officer - (01245) 393093 or Helen Hever - Safeguarding Manager - (01245) 393098
- Contact The FA’s Safeguarding Team on 0800 169 1863 or [Safeguarding@TheFA.com](mailto:Safeguarding@TheFA.com);
- Contact Newham MASH (Multi-Agency Safeguarding Hub) on 0208 430 2000
- Call the NSPCC 24-hour Helpline for advice on 0808 800 5000 or text 88858 or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk).
- In an emergency call 999

**CLAPTON COMMUNITY FOOTBALL CLUB Committee understands and accepts our collective responsibility to adhere to our safeguarding children policy and procedures. We commit to ensuring our members are aware of and have access to our policies.**

Signed:

Role	Name
League Representative	Richard Prescod
Secretary	Craig Foster
Club Welfare Officer (Women’s Teams)	Ellie Guedella
Club Welfare Officer (Women’s Teams)	Amanda Cattle

<b>Assistant Club Welfare Officer (Adult Teams)</b>	James Dudley-Hart
<b>Treasurer</b>	Elizabeth Atoyebi

The FA's Safeguarding Children Policy and Procedures (including the anti-bullying policy) are available via: [TheFA.com/football-rules-governance/safeguarding/section-1-footballs-safeguarding-framework](https://www.thefa.com/football-rules-governance/safeguarding/section-1-footballs-safeguarding-framework)

The FA's Safer Recruitment guidance is available via: [TheFA.com/football-rules-governance/safeguarding/section-3-safer-recruitment-and-dbs-checks](https://www.thefa.com/football-rules-governance/safeguarding/section-3-safer-recruitment-and-dbs-checks)

## **Appendix A - Responding to Poor Practice or Abuse Concerns in Open Age Adult Teams**

**Poor practice** includes any behaviour that contravenes CCFC or FA codes of conduct, infringes an individual's rights and/or reflects a failure to fulfil the highest standards of care. Poor practice is unacceptable at CCFC and in football and will be treated seriously with appropriate actions taken. Sometimes an individual may not be aware that practice is poor or abusive and they may tolerate behaviour without complaint. It is also possible that some individuals may not be aware that their behaviour constitutes poor practice and we will seek to educate and offer support where necessary.

**Abuse** is when a person or group of people cause harm (physical or emotional) to an individual. The main types of abuse are physical, emotional, sexual, neglect and bullying.

For more detailed guidance on recognising the signs of abuse and poor practice see GRASSROOTS' FOOTBALL: SAFEGUARDING CHILDREN POLICY AND PROCEDURES

<https://www.thefa.com/-/media/files/thefaportal/governance-docs/safeguarding/raising-awareness/grassroots-football-safeguarding-children-policy-and-procedures.ashx>

### **If you witness, are made aware of or are subject to poor practice in football**

If a Child, Young Person or other individual makes you aware of poor practice, remain calm, reassure them that they are not to blame and do not make any promises of confidentiality or outcome. Speak to your team welfare representative about the incident. If the concerns relate to the team player rep, speak to the CWO (Club Welfare Officer) directly.

The most up to date contact details can always be found here.

<https://www.claptoncfc.co.uk/safeguarding-policies/>

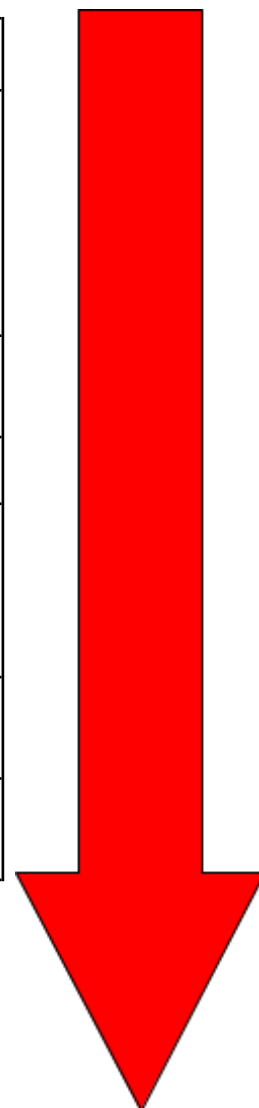
Team welfare rep will offer advice and report concern to the CWO who will record it using the club recording procedure and will consider how to support and how to respond.

Where necessary CWO will seek advice from County FA Designated Safeguarding Officer

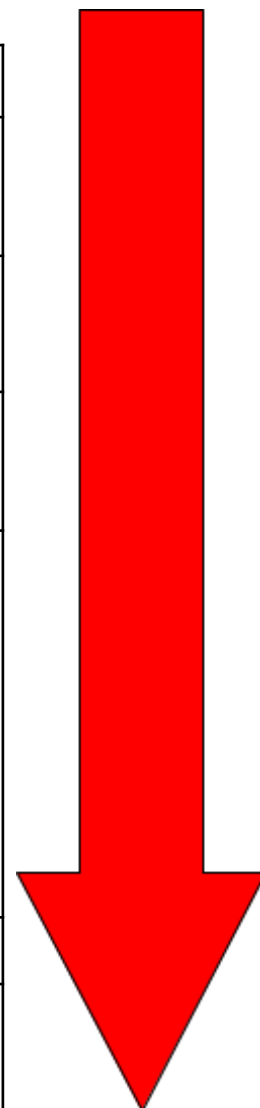
CWO will consider next steps in conjunction with team welfare rep and where appropriate, the individual making the report. This will include a conversation with the subject of the report about the nature of the poor practice and advice/support on how to avoid it in future.

Repeated poor practice will result in referral to the accountability committee, County FA Welfare Officer or the FA Safeguarding Team.

If your concern relates to the club welfare officer, report your concerns directly to The FA Safeguarding Team (contact details above)



<b>If you witness, are made aware of or are subject to abuse in football</b>
If the individual is in need of medical attention take them to hospital or telephone for an ambulance. Inform doctors about the concerns. If the individual is under 18 make doctors aware that it is a child protection issue
If a Child, Young Person or other individual reports abuse to you, remain calm, reassure them that they are not to blame and do not make any promises of confidentiality or outcome. Take a detailed record of what you are told.
Contact the CWO (Club Welfare Officer) immediately and inform them of any concerns raised by the alleged victim. Most up to date contact details can always be found here <a href="https://www.claptoncfc.co.uk/safeguarding-policies/">https://www.claptoncfc.co.uk/safeguarding-policies/</a>
<p>The Club Welfare officer will:</p> <ul style="list-style-type: none"> <li>A. Offer support and guidance to the affected individual(s)</li> <li>B. Signpost to appropriate services for further support.</li> <li>C. Refer the incident to the County FA Designated Safeguarding Officer OR the Fa Safeguarding Team using the Affiliated Football Referral Form</li> <li>D. Inform the parents/carers if the alleged victim is under 18 unless they have a specific reason not to.</li> <li>E. Where the alleged victim is under 18 contact the relevant children's services</li> <li>F. Contact the relevant local authority social services or emergency services where relevant.</li> </ul>
The FA Safeguarding Team will assess the information provided and advise accordingly.
If the designated person is not available, or the concern is about this person, report your concerns directly to the local Children's Social Care, the NSPCC Child Protection helpline (if the alleged victim is under 18) or the local Police.
We are not an emergency service. If you believe that someone is in immediate danger of harm we advise that you phone 999



**Appendix B - Safeguarding Concern Reporting and Recording Document**



**Clapton Community Football Club**

**The Old Spotted Dog Ground, Rear of 212 Upton Lane, London, E7 9NP**

**CONFIDENTIAL SAFEGUARDING REPORTING FORM**

This form will be used to record a safeguarding concern relating to abuse or poor practice.

This form should be filled in by the person making the report and the Club Welfare Officer.

The aim of this form is to facilitate a conversation and understanding of the concerns.

Name of person making the report	
Date on which form is being completed	
Club Welfare officer	

Does this report relate to:

Poor Practice	<input type="checkbox"/>	for information only	<input type="checkbox"/>
Possible or actual risk of harm	<input type="checkbox"/>	concerned but unsure	<input type="checkbox"/>

Who is alleged to be demonstrating poor practice or abuse? (Full name, role and contact details)

Who is believed to have been the victim of poor practice or abuse? (full name, team involvement and contact details (parents contact if under 18)):



Who witnessed the incident(s) or expressed concern?

Who else was involved or present?

What are the details of the incident(s) or concerns?

When did the incident(s) occur? Give dates and times where possible

What has been the impact on the alleged victim?

Does the individual making the report or the victim have an preferences or suggestions about how the club should respond ? (bearing in mind the club is bound by certain statutory obligations)

Follow up: For completion by Club Welfare Officer

Welfare officer to complete:

Action Step Needed	Responsible	Date Assigned	Date completed

Case dealt with and closed by

FORM TO BE KEPT SECURELY FOR AN APPROPRIATE PERIOD OF TIME IN LINE WITH THE CLUBS GDPR POLICY, FA REGULATIONS AND CURRENT STATUTORY GUIDANCE