

Safeguarding Children and Young People

Purpose of Policy;

To ensure that all children and young people associated with Amateur World Cup Football remain safe and that concerns about a child are followed up in the right way and to ensure that everyone including parents / carers, staff, volunteers and children know what should happen and what is expected of them. This policy refers directly to our footballers but extends also to other children in the family unit whom staff may also become aware of.

1) Introduction

- a) Amateur World Cup Football is committed to an environment in which children are safe from harm and where any suspicion of abuse is promptly, sensitively and appropriately responded to and will work within the guidelines laid down by the Local Area Safeguarding children Board.
- b) Our organisation is committed to providing high quality services to children and families.
- c) We will place the needs of the child first and always act to ensure their safety and protection.
- d) To achieve the best results for the child we will work in partnership with parents / carers at all times, unless this would cause the child further harm.
- e) All staff and volunteers will work to Lincolnshire Safeguarding Children Board Policies and practice guidance. If staff / volunteers are concerned that a child is being abused or harmed or that a child and their family would benefit from additional services, they must be referred to Children's Services or to the Team Around the Child Process.
- f) We will offer help that is the best for the child and family and work openly and flexibly with parents / carers, children and other agencies to make sure this happens.
- g) We recognise that some groups of children are more vulnerable to abuse, and that the children with disabilities known to Amateur World Cup Football fall into this group. We also recognised that this policy related to all children irrespective of gender, ethnicity, disability, sexual orientation or religion.
- h) Staff working on behalf of Amateur World Cup Football and volunteers are encouraged to share concerns directly with the Lincolnshire Safeguarding Children's Board or the Lincolnshire Police if they feel this is appropriate.
- i) All staff will be aware of possible indicators of child abuse and procedures for recording and reporting through staff training, both internal and external.
- j) The named person in relation to safeguarding and child protection is Stephen Williams.
- k) The named senior manager in relation to safeguarding and child protection is Stephen Williams.

2) Dealing with Concerns

- a) Many concerns about children and young people arise on a day to day basis, and in most cases these can be dealt with quickly and easily by discussions between staff and parents/carers where further advice or help may be offered, if needed.
- b) These discussions and actions must be recorded in the organisations recording system.
- c) Sometimes concerns can be more worrying because it is clear that the child may be affected by what is happening to them. The child may be being harmed or hurt in some way.
- d) Concerns about a child may come to the attention of staff/volunteers in a number of ways;
- e) Through observation of the child. A child's behaviour may indicate that it is likely that he/she is being abused.
- f) The child may disclose abuse.
- g) Information may be given by parents, other people or agencies.
- h) A child may show some signs of physical injury of which there seems to be no satisfactory explanation.
- i) Something in the behaviour of one of the workers or young person, or in the way the worker or young person relates to a child, alerts them or makes them feel uncomfortable in some way.
- j) Observing one child abuse another.
- k) There may be barriers to children telling, the power of relationships between adults and children should not be underestimated nor should the deliberate and skilled way that abusers target their victims. Children may not tell because they;
 - i. Are scared because they have been threatened.
 - ii. Believe they will be taken away from home.
 - iii. Believe they are to blame.
 - iv. Think it what happens to all children.
 - v. Feel embarrassed.
 - vi. Feel guilty.
 - vii. Don't want to get the abuser into trouble.
 - viii. Have communication or learning difficulties.
 - ix. May not have the vocabulary for what happened.
 - x. Are afraid they wont be believed.
 - xi. Believe they have told maybe by dropping hints but haven't been believed so don't bother to try again.

3) Awareness of abuse

- a) There are many ways in which children can be harmed;

i. Physical abuse

Physical abuse can include, hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer feigns symptoms or deliberately causes ill health to a child.

ii. Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to provide adequate food and clothing, shelter including exclusion from home or abandonment, failing to protect a child from physical and emotional harm or danger, failure to ensure adequate supervision including the use of inadequate care-takers, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

iii. Sexual abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetration for example, rape or buggery, or non penetrative acts. They may include non contact activities, such as involving children in looking at, or in the production of pornographic material or watching sexual activities or encouraging children to act in sexually inappropriate ways.

iv. Emotional abuse

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another for example in the case of domestic violence. It may involve serious bullying causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

- b) Child abuse thrives on secrecy and needs to be handled in a sensitive, accepting way. In order to achieve this adults may have to overcome certain barriers such as;
 - i. Sometimes it may be hard to believe what the child is saying.
 - ii. It may be difficult that the suspicion may be about someone that is known.
 - iii. The fear of getting it wrong
 - iv. The fear of what consequences there may be for 'getting it wrong for the child, for the family and for themselves.
 - v. Worry that it may make it worse for the child.
 - vi. Believe that the services are stigmatising.
 - vii. Simply do not want to become involved.
 - viii. Do not have the necessary information on what to do or who to contact.

4) **Recording Information**

- a) It is the role of Children's Social Care and or the Police to investigate allegations or concerns. The role of staff and volunteers in our organisation is to help to identify concerns and pass them onto the relevant agency. All staff and volunteers have a duty to follow Lincolnshire Safeguarding Childrens Board Procedures.
- b) If a worker or volunteer has a concern about a child they should take appropriate action if the child is in need of urgent attention.
- c) Collect as much information as possible about the situation- this may be from the child, parent, carer, other workers and should include date and time of the incident or disclosure, parties who were involved, what was said or done and by whom and further actions. It is also helpful to record perception of emotional and physical presentation.
- d) Staff or volunteers will take their concern to their line manager or the senior manager designated for safeguarding at the earliest opportunity and within the same working day. The customer service centre, the point of contact for Children's Services will also be able to offer support and advise on individual circumstances.
- e) Whenever concerns are raised or worrying changes are observed in a child's behaviour, physical condition or appearance a specific record will be set up.
- f) All suspicions will remain confidential and shared on a need to know basis and following the guidance set by the Safeguarding Children's Board.
- g) Where a disclosure is made reassurance will be given to the child, the child will be listened to, the child will not be questioned, promises will not be made to the child regarding not sharing the information in the disclosure.
- h) Records made will include;
 - i. the child's name
 - ii. date of birth

- iii. full address
 - iv. name of parent(s)/carer(s)
 - v. phone numbers for parent(s)/carer(s)
 - vi. what is said to have happened or what was seen?
 - vii. When and where did it occur?
 - viii. Who else, if anyone was involved and how?
 - ix. What was said by those involved?
 - x. Were there any visible signs e.g. bruising, bleeding, changes in behaviour?
 - xi. What was the child able to say? Record using their words as they described it.
 - xii. Who has been told about it and when?
 - xiii. Do the parents know? (It is good practice to share with the parents your concerns and to inform them that you are making a referral unless to do so would place the child at increased risk or you are concerned about risk to yourself.
 - xiv. Your signature, full name and position within the organisation.
- i) Completed records will be kept separately and securely from the child's main records with limited access.
 - j) It is the responsibility of the senior managers to consider the information and decide what action needs to be taken. Where they need help in making a decision they should seek advice from the customer service centre in children's social care. Information on the decision will be documented clearly on the concerns form, where no further action is considered necessary the reasons why should be documented on the form and this should be filled in the safeguarding folder. Wherever possible parents should be made aware of this record.

5) Referral to Social Care

- a) If the decision is to refer to Social Care a TAC will be completed as far as possible and without causing delay to the referral.
- b) A referral will be made to Children's Services Customer Services Centre on 01522 782111 they will advise on the relevant Social Care Officer
- c) The TAC will be completed, signed and sent to the relevant Social Care Officer within 24 hours of the telephone referral. A copy will be placed in the safeguarding file.
- d) The parents or carers of the child should be involved as far as possible, unless it has been decided that this would put the child at risk of further harm. It should be clear what decision should be made and what will happen next.
- e) The manager will then support the worker in making decisions and be available for emotional support, give advice and guidance.

6) Allegations Made against a Staff Member

- a) Amateur World Cup Football will co-operate fully with any enquiry.
- b) Detailed records will be taken.
- c) Amateur World Cup Football disciplinary procedure will be followed where necessary.
- d) If Amateur World Cup Football receive an allegation that causes concern for example a member of staff has acted in a way which has harmed or may have harmed a child, has possibly committed a criminal offence against or relating to a child or behaved in a way which indicates they are unsuitable to work with children, Amateur World Cup Football will inform the Lincolnshire Children's Service on 01522 782111.
- e) Suspension is not an automatic response to an allegation, however the seriousness and plausibility of the allegation, the risk of harm to the children and the possibility of tampering with evidence will be considered when deciding on further action.

7) Supporting Families

- a) Parents will be the first point of contact and they will be informed of any suspicions unless this is deemed to put the child at risk.
- b) We will follow the guidelines laid down by the area Safeguarding Board.
- c) Amateur World Cup Football will continue to welcome children and work with parents throughout any investigation.

8) Children's Knowledge

- a) Safeguards will be put in place to maximise a child's right to protection.
- b) A child will know they have the right to;

Be Safe	We will teach children that everyone has rights. We will tell children that no-one should take away their right to be safe.
Protect their own bodies	We will teach children that their bodies belong to them. Particularly the private parts covered by their swimwear.
Say NO	We will teach children that it is ok to say no to anyone if that person tries to do something they feel is wrong. Most children are taught to listen and to obey adults and obey adults and older people without question, in particular disabled children are taught to be compliant.
Get help against bullies	We will teach children to enlist the help of friends against bullies or say no without fighting and to tell an adult. We will also recognise that bullies themselves have needs and will support them to build social skills and self confidence.
Tell	We will assure children that no matter what happens we will not be angry with them and that we want them to tell us about any incident that frightens or confuses them or makes them unhappy.

Be believed	We will ensure that when a child comes to us for help they know they will be believed and supported. This is especially true in the case of sexual abuse which children rarely lie about. We will recognise that if the child is not believed when they tell the abuse may go on for years and result in suffering and guilt for the child.
Not to keep secrets	We will teach children not to keep secrets, no matter who they have promised not to tell or who made them keep the promise. We realise that child abusers known to the child often say that a kiss or a touch is 'our secret'. This may well be confusing to a child who has been taught to keep secrets.

9) Induction and Training

- a) Amateur World Cup Football will provide all Staff and Volunteers with an induction that includes making them aware of the organisation's procedures for safeguarding and promoting the welfare of children.
- b) Training will cover;
 - i. what is significant harm?
 - ii. what is abuse and neglect?
 - iii. behaviour of abusers
 - iv. what to do if someone tells you they are being abused
 - v. what to do if you suspect abuse and details of your child protection policy

10) Training for designated Child Protection Representatives

- a) In addition, it is very important that the nominated child protection representative receives special training because he/she is the person with the responsibility for making sure any child protection issues are responded to properly.
- b) In particular, the representative should:
- c) Be checked by the Criminal Records Bureau if eligible otherwise complete a disclosure
- d) Know about signs and symptoms of abuse
- e) Know about how abusers (perpetrators) behave
- f) Know about the Local Safeguarding Children Board (LSCB) guidelines for dealing with concerns about abuse.
- g) Know who to contact in Social Care to ask for advice and to refer a case without delay where there are child welfare concerns

11) Codes of Behaviour

- a) Amateur World Cup Football demand all staff and volunteers to abide by the following code of behaviour in addition to the statements relating to the terms and conditions of employment.

- b) Any violation of this code of behaviour will be investigated as a complaint and appropriate action will be taken.
- c) All children and young people will be treated with respect.
- d) Sexual or sexualised behaviour, including physical gesture, movement, verbal communication or visual representations are not permitted.
- e) The lending of money or property to children and young people or their siblings is not permitted.
- f) The giving of gifts or money to a child is not permitted.
- g) Relationships which are or appear to be exclusive or secretive are not permitted.
- h) No child who is known to Amateur World Cup Football should be allowed to access the home of a member of staff or volunteer except where that child is a relative or has been a family friend prior to their contact with Amateur World Cup Football.
- i) Physical intervention will be minimised by positive behaviour management. Where there is a risk of harm to others, where possible they should be removed from the situation, where there is risk of harm to a child staff should intervene unless they will be putting themselves at significant risk. At most one member of staff can be permitted to hold the child to prevent harm to the child or others.
- j) Any level of physical intervention should be recorded using an incident report form and this should be signed by the parent on collection of the child and handed to the organisation manager within 24 hours.
- k) No disciplinary measures should be violent in nature or threat, humiliating to the child. Smacking a child will NEVER be used in any circumstances.
- l) Staff and volunteers must not;
 - i. Have inappropriate physical or verbal contact with children or young people.
 - ii. Allow yourself to be drawn into inappropriate attention seeking behaviour/make suggestive or derogatory remarks or gestures in front of children and young people.
 - iii. Jump to conclusions about others without checking facts.
 - iv. Either exaggerate or trivialise child abuse issues.
 - v. Show favouritism to any individual.
 - vi. Rely on your good name or that of the (organisation or charity to protect you.
 - vii. Believe 'it could never happen to me'.
 - viii. Take a chance when common sense, policy or practice suggests another more prudent approach.
 - ix. Spend excessive amounts of time alone with children, away from others.
 - x. Take children alone in a car on journeys, however short.
 - xi. Take children to your home.

- xii. If it is unavoidable that you spend excessive time with a child alone or take them in your own car then this should only occur with the full express permission of a senior manager and the child's parents.

12) Relationships between personnel

- a) Amateur World Cup Football personnel's relationships, both paid and voluntary should be based on mutual respect.
- b) All personnel are expected to contribute and take responsibility for a positive working environment and conduct themselves accordingly.
- c) Personnel will provide an example of good conduct that others can follow.
- d) Personnel will respect a young person's right to personal privacy / encourage young people and adults to feel comfortable and caring enough to point out attitudes or behaviour they do not like.
- e) Remember that someone else might misinterpret your actions, no matter how well intentioned.
- f) Be aware that even physical contact with a child or young person may be misinterpreted.
- g) Recognise that special caution is required when you are discussing sensitive issues with children or young people.
- h) Operate within the organisation's principles and guidance and any particular procedure of affiliated organisations.
- i) Challenge unacceptable behaviour and report all allegations/suspensions of abuse.

13) Information Sharing Arrangements

- a) Sharing information between professionals is essential to safeguard and promote the welfare of children.
- b) Amateur World Cup Football will comply with the legal requirements for sharing information.
- c) Amateur World Cup Football will request details of other professionals working with the child or young person when completing a care plan and ask the parents consent to contact these professional when we feel it is in the best interests of the child.
- d) We will share information only when it is relevant to the situation and has a benefit to the child or their family.