**Appendix G: Role of the Designated Safeguarding Lead (DSL)**

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| A Designated Safeguarding Lead should be:* Someone who understands the context in which coaches and young people or adults are operating.
* Someone who has basic knowledge of core legislation, government guidance and roles and responsibilities of statutory agencies, along with Active Gloucestershire’s policy and procedures.
* Someone who has the skills, knowledge and understanding of development of young people.
* Someone who understands the need to safeguard and promote the welfare of young people and adults (especially adults at risk) and can recognise poor practice or abuse.
* Someone who has undertaken appropriate checks (e.g. DBS) and received the appropriate level of training (as a minimum the DSL should have attended a basic recognised Child Protection Awareness Course. This should be followed by undertaking a course specifically designed to develop their knowledge and skills, to equip them to fulfil the role and responsibilities of the Designated Safeguarding Lead Children).
* Someone who has undertaken appropriate checks (e.g. DBS) and received the appropriate level of training (as a minimum the DSL should have attended a basic recognised Safeguarding Adults in Sport and Activity – advanced training for lead officers in England). This should be followed by undertaking a course specifically designed to develop their knowledge and skills, to equip them to fulfil the role and responsibilities of the Designated Safeguarding Lead Adults).

**Key responsibilities of the Designated Safeguarding Lead*** Be familiar with child protection and adults procedures of the organisation, national and regional policies, and maintain up to date knowledge.
* Ensure there are effective internal procedures to handle concerns.
* Ensure that systems are in place for effective record keeping.
* Be the link person with Social Services or the police and consult or refer to/with Social Services or Police on concerns that have been raised.
* Undertake such training as is necessary in pursuance of his/her role.
* Ensure information is reported (directly or via statutory agencies) to the relevant National Governing Body (NGB) or other partner (e.g. Local Authority) if the allegations concern a volunteer/coach who operates in a specific sport or within another organisation.
* Receive, advise and act on all reports of incidents, allegations or suspicions of child abuse or poor practice.
* Offer an advice service to assist potential referrers to clarify their concerns.
* Update appropriate third parties (including NGB’s, Local Authorities and schools) on results of investigations in the interest of young people.
* Establish and maintain a record system in line with the requirements of the Data Protection Act.
* Act as the main contact point within the organisation when handling any enquiries from members of the public (including parents) and the media about any incident, allegation or report of child abuse or poor practice.

Contact detailsAppendix holderName: Kirsty Dunleavy-HarrisDeputy CEOPhone/email: 01452 393618 kirstydunleavy@activegloucestershire.org NSPCC helpline 0808 800 5000 We are committed to reviewing our policy and good practice annually. Key compliance dates:

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| Last Review | November 2023 |
| Next Review | November 2024 |

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