



**Active
Gloucestershire**

www.activegloucestershire.org

**CHILD PROTECTION AND SAFEGUARDING
POLICY AND PROCEDURES
IN SPORT AND PHYSICAL ACTIVITY**



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Key compliance dates:

Policy Review and Safeguarding Lead	Annual Review and Continuous Learning
Team Member Training	Annual Review
Last Review	January 2024
Next Review	January 2025

Document Control

Version Number	Date	Amendment Details
6	08/2024	Rob Toomer added as Deputy DSL, flowchart updated
5	02/2024	Update to include Dec 2023 update to working together, low level concerns & changed date to newest sexual exploitation guidance. Also added document control.
4	11/2023	Updated entire policy to be easier to read, understand & use. Separated from adult policy, new flow chart produced.
3	01/2023	Updates to reflect changes to Designated Safeguarding Lead
2	10/2021	
1	11/2020	

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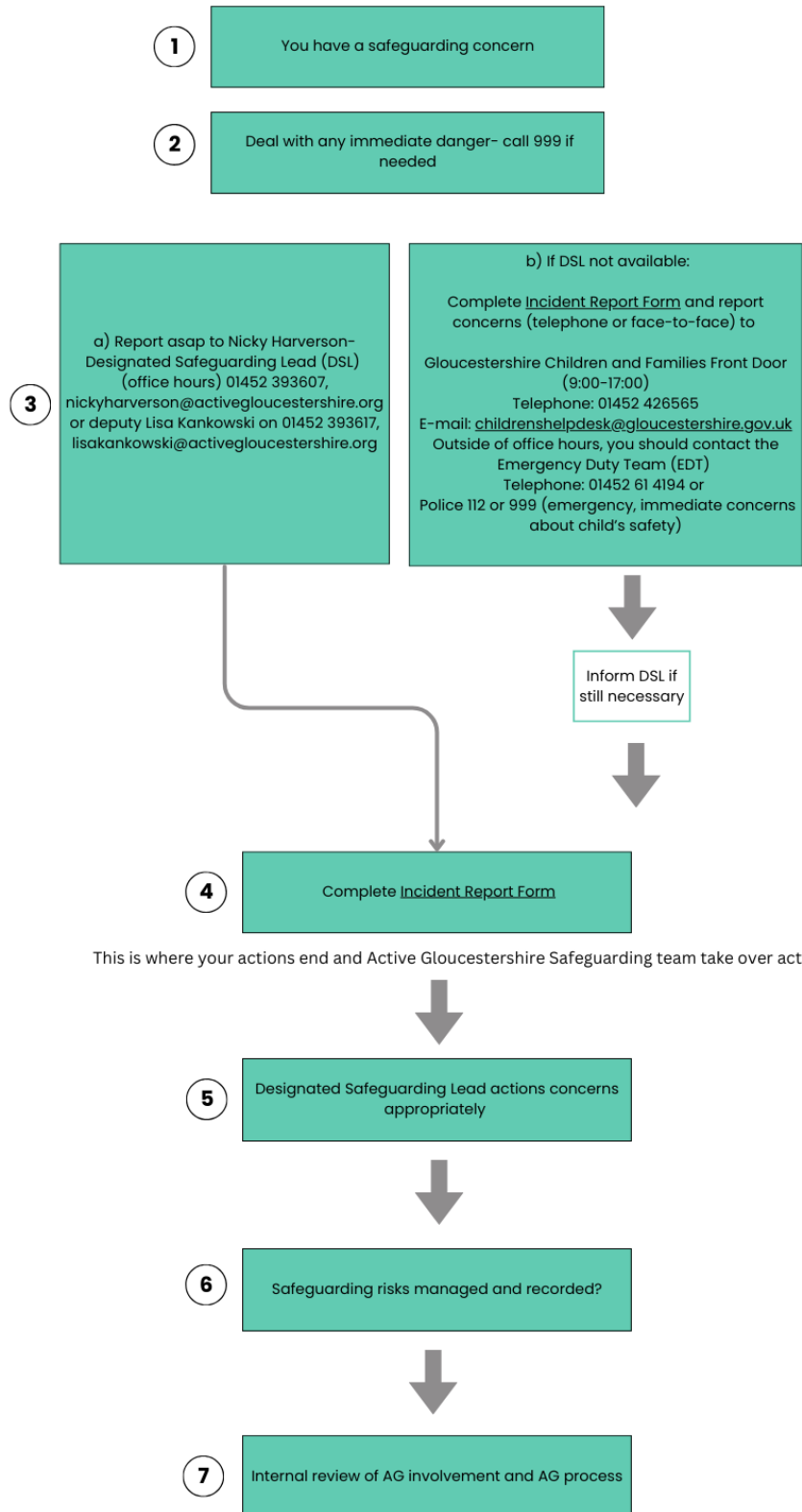
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Flowchart for reporting concerns

Flow chart for reporting concerns about children

The adult or child at risk must be involved as much as possible in the reporting and escalating. They must always be informed on the process and opportunities for their feelings and wishes made known.

If the concern relates to the person you need to report to or other Active Gloucestershire staff, please skip that step and go directly to 3b or contact the CEO



Nicky Harverson- Designated Safeguarding Lead for Children



Rob Toomer- Deputy Designated Safeguarding Lead for Children

Safeguarding Policy: Statement of Intent

Active Gloucestershire is committed to safeguarding and promoting the welfare, both physical and emotional, of every child and adult, who participates in activities either directly organised by Active Gloucestershire or through a third party collaborating with us or funded by us.

The policy sets out a clear and consistent framework for paid and unpaid staff and third parties working on behalf of Active Gloucestershire who are delivering this commitment, in line with safeguarding legislation and statutory guidance.

It will be achieved by:

- Promoting and prioritising the safety and wellbeing of children and adults with all Active Gloucestershire team members and those third-party organisations who work directly on our behalf with children
- Adopting safe recruitment procedures for paid and non-paid team members that help deter, reject, or identify people who might pose a risk or inappropriate influence on children and adults at risk
- Ensuring that all existing and new team members understand their roles and responsibilities under safeguarding legislation and statutory guidance, to be alert to signs of abuse or maltreatment and refer concerns to appropriate person using the agreed procedures.
- Ensuring the organisations that work on behalf ensure that through their operations, policies, and procedures, they commit to protecting children and adults from harm.
- Ensuring all children, young people, adults, parents, and carers are informed of the policy and procedures as fully as possible by making it available via the Active Gloucestershire website, Active Gloucestershire contracting procedures and engagement activities.
- Ensuring the Safeguarding policy and its application is overseen through corporate governance arrangements including Active Gloucestershire, the Active Gloucestershire Board and it's relevant Committees.
- Ensure that the company contributes to inter-agency working in line with the statutory guidance 'Working Together to Safeguard Children 2023'.

The designated lead for safeguarding at Active Gloucestershire will take all concerns and allegations of abuse seriously whether against Active Gloucestershire staff and volunteers, or our contractors and third-party deliverers.

Parents, carers, children, young people, adults at risk and any other adults associated with Active Gloucestershire through our work either directly or indirectly will have access to our policies and procedures to ensure any safeguarding concern can be referred to the relevant authorities.

The designated lead for safeguarding at Active Gloucestershire will escalate these by referring to the Local Authority Multi-Agency safeguarding Hub (MASH) and the Local Authority Designated officer (LADO) for social care for children for allegations against staff and volunteers. In emergencies, this obligation may extend to contacting the Police.

The safeguarding policy and supporting procedures will be widely promoted and mandatory for all team members at Active Gloucestershire. Failure to comply with the safeguarding policy and procedures will be addressed without delay and dismissal/exclusion from the organisation may be the result.

Tom Beasley
Chief Executive Officer
Active Gloucestershire
Date: 08/11/2023

Introduction

Active Gloucestershire is a charity responsible for the strategic co-ordination and development of physical activity and sport across Gloucestershire. Active Gloucestershire is also the co-ordinating body for We Can Move, a social movement of people committed to getting more people in Gloucestershire moving every day.

We work closely with a range of agencies (Local Authorities, CPSU/NSPCC, local health agencies, schools, National Governing Bodies and sports clubs.)

We are committed to providing and supporting safe, inclusive and enjoyable activities and sporting opportunities for all young people. We have a moral and a legal obligation to ensure that we have the highest possible standard of care for those adults, children and young people who use our service.

1. Outline

1.1 Safeguarding is the action that is taken to promote the welfare of children and protect them from harm. It includes protecting children from abuse and maltreatment, preventing harm to children's health or development, ensuring children grow up with the provision of safe and effective care and taking action to enable all children and young people to have the best outcomes ([NSPCC, 2023](#))

1.2 The Policy should be read in conjunction with:

- The Safeguarding of Vulnerable Groups Act 2006
- The Care Act 2014
- Working together to Safeguard Children 2023
- The Active Gloucestershire Safeguarding Appendices
- The Active Gloucestershire Employee and Trustee handbook

1.3 This policy aims to ensure that regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation or socioeconomic background, all children, and adults, are protected from abuse whilst participating in activities either directly or organized by Active Gloucestershire or through a third party collaborating with us.

1.4 This policy recognise that the welfare and interests of children and adults are paramount in circumstances and that their rights, dignity and worth will always be respected.

1.5 We have a shared responsibility to ensure the safety and well-being of all children and young people will act appropriately and report all concerns whether these concerns arise with Active Gloucestershire, for example the inappropriate behaviour of a coach, or in the wider community. This is to include lower-level concerns as we recognise that these can escalate and become serious safeguarding concerns.¹

Policy Aims

Active Gloucestershire is committed to ensuring that children are protected and kept safe from harm (whilst they engage in any physical activity locally). We will endeavour to do this by meeting the requirements of the "Standards for Safeguarding and Protecting Children in Sport " (CPSU 2018).

Active Gloucestershire's child protection & safeguarding policy is provided as part of an induction package to all those employed by Active Gloucestershire (whether paid or unpaid) who will have direct contact with children.

The aims are:

- To create a healthy and safe environment during all activities.
- To ensure children are listened to and kept safe from harm.
- To support and encourage parents, staff, coaches and volunteers to voice their opinions regarding the welfare of participants.
- To ensure staff and volunteers who work with children are well informed, supported and protected.
- To influence partner agencies to produce and implement policies and procedures that raise safeguarding standards.

2. Objectives

The specific objectives we pursue to achieve our aims are:

- Provide clear procedures for parents, staff, coaches, volunteers, children and young people to voice their concerns or lodge complaints, regarding child welfare, abuse or poor practice.
- Implement and demonstrate best safeguarding practice when core staff, volunteers or others are providing services, activities and programmes for children and young people.

¹ "A lower-level concern is any concern, doubt, or sense of unease, no matter how small, that someone may have acted in a way that is inconsistent with an organisations code of conduct. This includes inappropriate behaviour outside of work, volunteering, or being an athlete. These concerns are often not considered serious enough to refer to a statutory service such as the police or children's services and are sometimes referred to as poor practice." (CPSU,2024)

- Work with partners and schools to establish and implement agreed, consistent minimum safeguarding standards for activities locally.
- Require those individuals or organisations, who are funded or commissioned to provide any services for children and young people, to effectively address child protection and safeguarding requirements.
- To raise the level of awareness with staff, volunteers and partners about child abuse and to recognise signs that could indicate abuse.
- To raise the level of awareness of staff, volunteers and partners about what all vulnerable participants are entitled to be protected from.
- To promote the general welfare, health and full development of all children through the promotion of good practice.
- To develop effective procedures for recording and responding to accidents, complaints and alleged or suspected incidents of poor practice or abuse.

3. Legal Framework

As an organisation with responsibility for children, we have both a moral and a legal obligation to ensure a duty of care under the Children's Act 1989 and the Protection of Children's Act 1999.

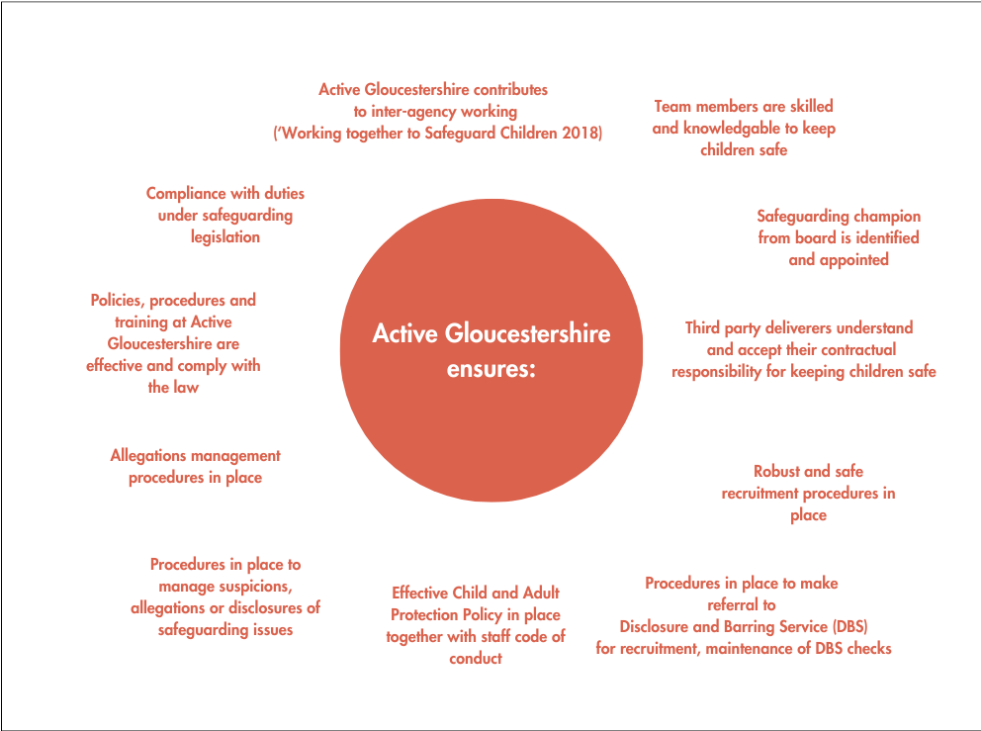
As part of the 2023 updates to 'Working Together to Safeguard Children' Active Gloucestershire recognises the additions around *position of trust* for sports and activity organisations. We have already been working together with the Gloucestershire LADO and adhere to the NSPCC CPSU briefing '[Preventing abuse in positions of trust in sport](#)'.

This Policy follows the below legislation and statutory guidance:

- Children's Act 1989
- Safeguarding of Vulnerable Groups Act 2006
- Working Together to Safeguard Children 2023
- Keeping Children Safe in Education 2023
- Safeguarding Children and Young People from sexual exploitation- supplementary guidance- Dept of education 2017
- Equality Act 2010
- The Care Act 2014
- The Mental Capacity Act 2014
- Office of Public Guardian- Safeguarding Policy May 2013
- The protections of freedom act 2012
- Prevent strategy 2011- extremism and radicalisation
- Domestic violence, crime and victims act 2012
- Sexual offence act 2003
- The human rights act 1998
- The data protection act 2018
- Duty of care review 2017

4. Roles and Responsibilities

Below is a selection of different roles and responsibilities across the team at Active Gloucestershire to support the safeguarding and child protection work.







5. Training

- All team members are made aware of this Safeguarding Policy and any changes/updates to it. Sessions are delivered yearly and organised by the Designated Safeguarding Lead.
- All team members will be made aware of their responsibilities when contracting and funding third parties to work with children on behalf of Active Gloucestershire.
- The Designated Safeguarding Lead will be compliant with statutory multi-agency training and the HR Manager should undergo updated Safeguarding in Employment Training every two years.

6. Record Keeping

- Designated Safeguarding Leads are responsible for maintaining comprehensive safeguarding records that can always be accessed. These records will be held on file for a minimum of 7 years.

8. Policy implementation and review

This policy is reviewed in line with the “Standards for Safeguarding and Protecting Children in Sport” (CPSU 2018). The document will be subject to ongoing review, which will be led by the Designated Safeguarding Lead for Children and will be formerly reviewed annually or in light of changes to the organisation’s structure, relevant legislation or safeguarding incidents.

Active Gloucestershire has reviewed its Child Protection Policy to meet the requirements of the revised Working Together to Safeguard Children 2023 guidance.