
SAFEGUARDING IN YOUR POCKET

FOR CLUBS



SAFEGUARDING IN SPORT AND PHYSICAL ACTIVITY

WHAT IS SAFEGUARDING?

Safeguarding is the action taken to protect the health, wellbeing and human rights of children, young people and adults and to promote their welfare.

[Find out more on the NSPCC website.](#)



SPORT ENGLAND NGB FINDER

If your club is affiliated to a National Governing Body (NGB) or could be affiliated to one, you'll be able to find the details on the Sport England page below.

There are specific policies and procedures for different sports, and it's important to pick the correct one for yours.

Being affiliated comes with a number of benefits such as free and discounted rates on events and training, membership insurance, support with vetting of staff and volunteers and support when things go wrong. If you're not currently affiliated, check it out!

[Find out more on the Sport England website.](#)

THIS GUIDE WAS ADAPTED BY ENERGISE ME FROM THE ORIGINAL ACTIVE GLOUCESTERSHIRE PUBLICATION, WITH THEIR KIND PERMISSION AND IS SUPPORTED BY:



Child Protection in Sport Unit



SELF ASSESSMENT



The Child Protection In Sport Unit (CPSU) has a great variety of resources to support you and your club with safeguarding.

You can check out its [self assessment tool](#) by following the QR code if you're not sure where to start.

For Adult Safeguarding, the [Ann Craft Trust](#) has an [equivalent tool](#) available on its website.

IMPORTANT CONTACTS IN HAMPSHIRE AND IOW

USE THE DETAILS BELOW TO REPORT YOUR CONCERN

Depending on where you are, your key contacts will be different.

Council Contacts

Hampshire County Council - www.hants.gov.uk

Isle of Wight Council - www.iow.gov.uk

Portsmouth City Council (Adults) - www.portsmouth.gov.uk

Portsmouth City Council (Children) -
www.portsmouth.gov.uk

Southampton City Council (Adults) -
www.southampton.gov.uk

Southampton City Council (Children) -
www.southampton.gov.uk

[See more on the Energise Me website.](#)

LADO (Local Authority Designated Officer)

The role of the LADO is to be involved in the management and oversight of allegations against people who work with children.

Safeguarding Adults Board

A group of agencies that come together to co-ordinate work to safeguard and promote the welfare of adults at risk of harm.

Safeguarding Children's Partnership

Local agencies work together to make sure that child protection services are effective, keep children safe and ensure their wellbeing.

Multi Agency Safeguarding Hub (MASH)

The MASH receive all new contacts when there is concern that a child could be at risk. The team will work with partners to determine the level of risk to the child and how we should respond to that risk.

QUICK ACTIONS FOR GOOD PRACTICE

As a club wanting to embed good practice, here are some quick and effective actions to take that will help with integrity, presence & reporting.



Create a club specific welfare email address.

E.g. welfare.yourclub@gmail.com



Have a photo and CWO contact details on club socials, website and documents.



Make sure you know who your local LADO is and how to contact them.



MYTH BUSTERS

Myth:
Safeguarding is only for children.

Fact: We have a duty to safeguard adults in sport and physical activity.

Myth:
We have no problems at our club and don't need to do safeguarding.

Fact: Good safeguarding practice protects all participants and staff in the club. A club where you can safely raise concerns and are listened to, is a club that people engage with longer term.

Myth:
Lower level concerns can be dealt with at a club level.

Fact: Clubs have a duty to act on all concerns, but you must also follow your Club and NGB Safeguarding Policy to make sure concerns are appropriately responded to, referred and recorded.

SOMETIMES MANY SMALL THINGS ADD UP TO A BIG THING. DON'T WAIT TO RAISE A CONCERN.

WHAT IS A SPORT WELFARE OFFICER?

The Sport Welfare Officer Network support and assist club welfare officers to create safer and more inclusive club environments, and improved experiences for children, young people and adults.

We add capacity and expertise to the existing safeguarding work of National Governing Bodies and Active Partnerships, promoting best practice and an effective welfare culture in clubs.

[Find out more on the Active Partnerships website.](#)

THE CORE OFFER

CONNECT



We connect club welfare officers and their clubs, and other local organisations; to build relationships and share best practice.

OFFER SUPPORT



We offer support to club welfare officers and their clubs, to help them to create safer, more inclusive cultures.

RAISE AWARENESS



We raise awareness about sport welfare issues, gather and respond to local insight, and promote safeguarding campaigns with clubs

ENABLE



We enable club welfare officers, volunteers and participants to create safer, inclusive sporting environments through facilitation of shared learning, training and resources.

ENERGISE ME'S SPORT WELFARE OFFICERS

Energise Me is one of 43 Active Partnerships in England. We work across Hampshire, Isle of Wight, Portsmouth and Southampton with local partners to champion physical activity for all, transforming lives.

Sue Forber

Email: sue.forber@energiseme.org

Call: 07561 111027



Sarah Goddard

Email: sarah.goddard@energiseme.org

Call: 07934 148022



■ ■ ■ ■ ■ ■ ■ [Book a meeting](#) ■ ■ ■ ■ ■ ■ ■

■ ■ ■ ■ ■ ■ ■ [Find out more](#) ■ ■ ■ ■ ■ ■ ■

SPORT ENGLAND FUNDING OPPORTUNITIES

Sport England has different funding opportunities that you might be interested in.

Movement Fund

Sport England funds projects and organisations, small and large, that help get more people active. Funding is directed towards Sport England's vision that everyone in England should feel able to take part in sport and physical activity.

The Sport England Movement Fund offers crowdfunding pledges, grants, and resources to improve physical activity opportunities for the people and communities who need it the most.

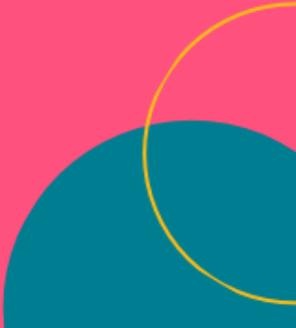
[Learn more on the Sport England website.](#)

CPSU POLICY ADVICE

The Child Protection in Sport Unit (CPSU) has a wealth of information on its website to help you, including a self-assessment tool and a resource library.

There are templates for policies and procedures available to support you, along with examples of best practice.

[Explore resources on the CPSU website.](#)



ANN CRAFT TRUST

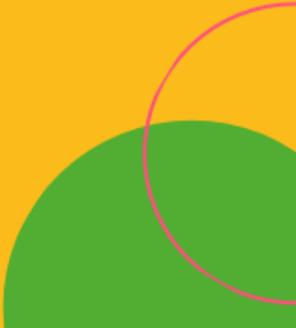
Safeguarding Adults

The Ann Craft Trust has a great selection of resources, training and events when it comes to safeguarding adults in sport.

Safeguarding adults is a responsibility for every sport and physical activity organisation.

Getting safeguarding right will ensure a wider participation in sport or physical activity and ensure safe access for everyone.

[Explore the Ann Craft Trust website.](#)



SAFEGUARDING ADULTS - RESOURCES

The sports safeguarding culture programme helps your organisation to develop an action plan and improve your culture.

Toolkit for supporting participants with their mental health.

Safeguarding Adults in Sport and Activity Resource pack helps you achieve best practice.

Safeguarding Adults Policy and Procedures Templates.

LOWER LEVEL CONCERNS

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 organisation's 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.

Reporting procedures should address concerns from within sports, such as those relating to the behaviour of a coach or participant, as well as concerns away from sport such as at home, school or in the wider community.



LOWER LEVEL CONCERNS

It's important that an organisation challenges all concerns, including those thought of as lower-level, as it discourages any further rule breaking or escalating behaviour from taking place.

When lower-level concerns are left unchallenged it creates the environment for more serious rule breaks and even abuse to occur.

[Visit the CPSU website to learn more.](#)



PODCASTS AND VIDEOS

Podcasts by the Child Protection in Sport Unit

The CPSU podcasts aim to bring the latest safeguarding in sport best practice to sports organisations, clubs, coaches, volunteers and sports parents.

Safer Culture Safer Sport Podcast

The Ann Craft Trust has created a new series to help sport and activity organisations create cultures where welfare, safety and wellbeing is at the heart of values and actions.

How Can Sport Safeguard Children?

Watch this NSPCC animation on YouTube which shows the difference between child protection and safeguarding in a sports setting.

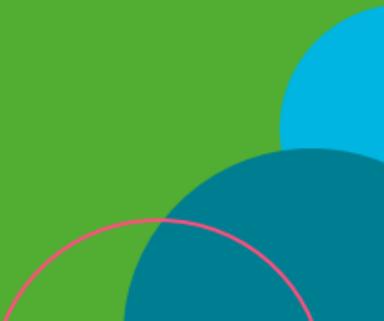
DEALING WITH A CONCERN

Dealing with a concern can be stressful.

The CPSU provide you with a step by step guide to support you when a situation arises.

Always ensure you follow your NGB's reporting procedures as well as calling 999 if you have concerns about the immediate safety of the participant or you believe a serious crime has been committed.

[Visit the CPSU website to learn more.](#)



SPORT SAFEGUARDING TRAINING

When affiliated to a NGB, you might be required to undertake sport specific training.

This CPSU webpage can help you choose the right training.

UK Coaching connects, assists, represents and empowers all coaches.

Safeguarding adults in sport training is available from the Ann Craft Trust website.

PLAY THEIR WAY

The Play Their Way Movement aims to empower coaches to adopt a child-first approach to coaching, to ensure they have positive experiences in physical activity.

It is based on three key principles:

CHOICE

Children and young people have the right to play and shape what that looks like.

VOICE

Children and young people have the right to express their views.

JOURNEY

Children and young people have the right to develop in their own way.



INFORMATION FOR PARENTS

CPSU PARENTS' HUB

We all want children and young people to enjoy taking part in sport – and parents play a key role in that.

The hub has been created to signpost parents to all the advice they need to keep their child safe in sport, from choosing safe clubs and activities, to supporting their child in a positive way.

[Free e-learning for parents](#) on the CPSU website:

If you're a coach or sports club, you can find further information on [engaging with parents](#) on the CPSU [parents in sport](#) topic page.

BUDDLE

Buddle (previously known as Club Matters) provides free learning and support resources, to inspire and strengthen clubs and community organisations offering sport and physical activity, and the professionals that work with them.

It shares the latest information, training, and tools to help clubs and organisations overcome challenges and make the most of the opportunities available to them.

It enables organisations to be safe, inclusive, agile, and resilient enough to secure their long-term future and unlock the advantages of sport and physical activity for everyone.



SAFEGUARDING ESSENTIALS

Safeguarding is a key responsibility for every organisation that delivers sport and physical activity.

All organisations should have safeguarding essentials in place, such as stand-alone safeguarding for adults and child protection policies and procedures.

If you want to know more about safeguarding policies, and procedures, recruiting responsibly for your organisation and how to go about getting a DBS check, then [visit Buddle](#).



HEALTH AND SAFETY ESSENTIALS

All organisations employing five or more people must have a written Health and Safety Policy statement. The policy should cover all aspects of the organisation and be relevant to all employees.

A Health and Safety Policy demonstrates how seriously an organisation takes its health and safety responsibilities.

A good policy will show how the organisation protects those who could be affected by its activities. The policy should be of an appropriate length and relevance to the activities and size of the organisation.

Find out more about the [aims of a Health and Safety Policy on Buddle](#).

MENTAL HEALTH

EVERYBODY HAS MENTAL HEALTH

The World Health Organisation (WHO) defines mental health as a state of wellbeing in which people can realise their own abilities, cope with everyday life stresses, work productively, and contribute to their community.

1 in 4 of us, however, will experience mental health problems in any one year (Bebbington and McManus, 2020).

Supporting your participants with their mental health is not only a legal requirement (Duty of Care Review and The Equality Act 2010), but also an essential aspect of maintaining a happy and healthy community in whatever setting, organisation, or physical activity you're involved with.

Learn more about the importance of supporting participant's mental health on Buddle.

CHILDLINE

Support for children and young people.

Childline is free to contact on 0800 1111.

Childline counsellors are here to take calls 24 hours a day, 7 days a week from children and young people under 19.

You can also speak to them online through the 1-2-1 chat and via email.



0800 1111



24/7



[childline.org.uk](https://www.childline.org.uk)

EQUALITY, DIVERSITY AND INCLUSION IN SPORT

LGBT+ Sports Club Finder on the Pride Sports website.

Sporting Equals serves ethnically diverse communities, promoting community cohesion and prompting action to eradicate racism in sport.

Sported supports grassroots clubs to create social impact and transform the lives of young people.

Women in Sport is a charity dedicated to transforming sport for the benefit of every woman and girl in the UK.

INCLUSION SUPPORT

Making Your Sessions Inclusive

Making small changes to your sessions and how you communicate them can help those who are least active to get involved.

Inclusive Club Network

The Access Sport Inclusive Club Network is a national network of community sport clubs, that are working to transform the lives of disadvantaged and disabled children and young people across the UK.

Inclusive Club Development

Activity Alliance works with sports clubs and local community organisations to provide inclusive and accessible opportunities for disabled people.

DUTY TO CARE BADGE

Earn UK Coaching's new and improved, nationally recognised Digital Badge as a testament to your understanding of and commitment to the six principles of Duty to Care:

- Diversity.
- Inclusion.
- Mental Health and wellbeing.
- Physical wellbeing.
- Safeguarding.
- Safe to Practice.

Endorsed by CIMSPA, the badge – along with your certificate of completion – provides tangible evidence of your dedication to evolving your coaching and improving your practice.

[Earn your free badge on the UK Coaching website.](#)

YOUR CLUB / NGB WELFARE CONTACTS

Club Welfare Officer

Email:

Call:

Club Welfare Officer

Email:

Call:

NGB Safeguarding Lead

Email:

Call:

NGB Regional / County Welfare Officer

Email:

Call: