



FOUNDED 1988

CHILD PROTECTION POLICY updated January 2019

Introduction:

Sport can and does have a very powerful and positive influence on people - especially young people. Not only can it provide opportunities for enjoyment and achievement; it can also develop valuable qualities such as self-esteem, leadership and teamwork. These positive effects can only take place if sport is in the right hands - in the hands of those who place the welfare of all young people first and adopt practices that support, protect and empower them.

The reality is that abuse does take place in sport and in some cases coaches and other trusted adults in sport have been convicted. Every adult has a legal and moral responsibility to protect young people in sport from abuse.

G.A.D. Khalsa is committed to working in partnership with all agencies to ensure that information and training opportunities are available to ensure best practice when working with young people. Adopting best practice will help to safeguard these participants from potential abuse as well as protecting coaches and other adults in positions of responsibility from potential false allegations of abuse. **The G.A.D. Khalsa Child Protection Policy will allow young people to excel in a safe environment and transmit a reassuring signal to parents that will positively impact on recruitment.**

It is recognised that child abuse is a very emotive and difficult subject; however everyone at G.A.D. Khalsa has a duty of care towards young and vulnerable performers and can help to protect them from abuse.

For the purposes of G.A.D. Khalsa's Child Protection Policy:

A child means every human being below the age of eighteen years.

Child abuse means sexual abuse or other physical or mental harm deliberately caused to a child.

Who is this policy for?

The policy applies to the whole of G.A.D. Khalsa and any other associates who have been brought into contact with children while working with G.A.D. Khalsa.

Purpose:

As an child centred development organisation, committed to the wellbeing of children And to supporting the convention of the rights of the child, G.A.D. Khalsa does not tolerate child abuse

G.A.D. Khalsa acknowledges its expectation that its volunteers and others who work with G.A.D. Khalsa have children's best interests at the heart of their involvement with G.A.D. Khalsa. The purpose of this policy is to ensure that G.A.D. Khalsa has procedures in place to prevent and deal with child abuse by any G.A.D. Khalsa associate.

Policy:

G.A.D Khalsa is committed to actively preventing child abuse.

G.A.D. Khalsa takes positive action to prevent child abusers becoming involved with G.A.D. Khalsa in any way and takes stringent measures against any G.A.D. Khalsa associate who commits child abuse.

G.A.D. Khalsa is fully committed to protecting the security, privacy, abuse and dignity of the children who have been allowed to take part in our activities programmes.

Suspected Abuse:

- Any suspicion that a child has been abused by either a member of staff or a volunteer should be reported to the Club Child Protection/Welfare Officer, who will take such steps as considered necessary to ensure the safety of the child in question and any other child who may be at risk.
- The Club Child Protection/Welfare Officer will refer the allegation to the social services department who may involve the police, or go directly to the police if *out-of-hours*.
- The parents or carers of the child will be contacted as soon as possible following advice from the social services department.
- The Club Child Protection/Welfare Officer should also notify the relevant G.A.D. Khalsa management committee who in turn will inform the Derbyshire Football Association Child Protection Officer who will deal with any media enquiries.
- If the Club Child Protection/Welfare Officer is the subject of the suspicion/allegation, the report must be made to the appropriate Manager or in his/her absence the Derbyshire Football Association Child Protection Officer who will refer the allegation to Social Services.

Confidentiality:

Every effort should be made to ensure that confidentiality is maintained for all concerned. Information should be handled and disseminated on a ***need to know basis*** only. This includes the following people:

- The Club Child Protection/Welfare Officer;
- The parents of the person who is alleged to have been abused;
- The person making the allegation;
- Social services/police;
- The alleged abuser (and parents if the alleged abuser is a child).

Nominated Child Protection Representative

G.A.D. Khalsa have appointed Karnjit Singh Khatkar (Kooner) 07973 640230 and Ms Anoo Bhalay 07517298004 as the Club Welfare Representatives, who will take responsibility for dealing with allegations or suspicions of child abuse.

This system ensures that if any member or volunteer has concerns they know exactly who they can go to – therefore everyone at G.A.D. Khalsa know who these designated person's are and how to contact them.

The role of the Child Protection Representative:

- ✘ Receive information from staff, volunteers, children or parents and carers who have child protection concerns and record it. (See Appendix 1)
- ✘ Assess the information promptly and carefully
- ✘ Consult initially with a statutory child protection agency such as the local social services department or health board or the NSPCC, to test out any doubts or uncertainty about the concerns as soon as possible
- ✘ Make a formal referral to a statutory child protection agency or the e police without delay. It is NOT the role of the organisation to decide whether a child has been abused or not. This is the job of the social services department whose task this is legally.
- ✘ Make sure the children and young people using the project know
 - About the child protection policy and procedures
 - You are the person to speak to if they have any concerns
 - Who to speak to if you are not there

In order to carry out the above role effectively the Child Protection Representative will need to know the following:

Relevant contact numbers and addresses of statutory agencies
(See Appendix 2)

Basic level training in child protection

There is always a commitment to work in partnership with parents or carers where there are concerns about their children; therefore, in some situations it would be important to talk to parents or carers to help clarify any initial concerns. For example, if a child seems withdrawn, they may have experienced bereavement in the family.

However, there are circumstances in which a child might be placed at even greater risk if such concerns were shared (e.g. where a parent or carer may be responsible for the abuse or not able to respond to the situation appropriately). In these situations, or where concern still exists, any suspicion, allegation or incident of abuse must be reported to the person in charge as soon as possible and be recorded.

IF YOU ARE NOT SURE WHAT TO DO

**ADVICE CAN BE OBTAINED BY TELEPHONING THE NSPCC (24 HOUR) FREEPHONE
HELPLINE ON 0800 800500**

Keeping a Record of Concern

When a child protection concern arises, it is essential you record what is said or seen and what action was taken. See (Appendix 1)

- ✗ An accurate note should be made of:
 - Date & Time of the incident or disclosure
- ✗ Parties who were involved
- ✗ What was said or done and by whom
- ✗ Any action taken by the organisation to investigate the matter
- ✗ Any further action, e.g. suspension of a worker
- ✗ Where relevant, reasons why there is no referral to a statutory agency
- ✗ Names of person reporting and to who reported

This record or any other written record should be kept in a specific locked cabinet or drawer at the club's headquarters. Access should be limited to only:

- The person who has completed the form
- The child protection representative
- The Executive Committee

It may be shown to the police or social services and could possibly be used in court, although this is rare. The young person concerned can be shown this document but discretion should be used. Their permission should be obtained before showing to the parent/carer.

The 4 Main forms of Abuse

Definitions and signs of the four main forms of abuse are given below

The information and guidance is taken from First Check (NSPCC) – A guide for organisations to safeguard children.

The lists below are not exhaustive but are a guide to assist you. It is important to remember that many children and young people will exhibit some of these indicators at some time, and the presence of one or more should not be taken as proof conclusive that abuse is occurring.

There may well be other reasons for changes in behaviour, such as death or the birth of a new baby in family, relationship problems between parents, carers etc:

Recognising child abuse is not easy, it is not your decision to decide whether abuse has /is taking place (Do not investigate yourself), but it is your responsibility to act if you do have a concern.

By simply acquiring some basic knowledge you will be much more alert and vigilant to the signs of possible abuse and will be taking your responsibility and privilege of working with children as seriously as possible.

Neglect

Where adults persistently or severely fail to meet a child's basic physical and/or psychological needs.

It is likely to result in the serious impairment of the child's health or development. It may include failing to provide warm clothing or food, failure or refusal to give children love, affection and attention. Children may also be consistently left alone or unsupervised.

Physical Signs may include:

- 🌀 Running away
- 🌀 Constant hunger, loss of weight including stealing food from other children
- 🌀 Poor Personal Hygiene
- 🌀 Inappropriate dress for the conditions
- 🌀 Untreated medical problems

Changes in behaviour, which can also indicate neglect may include:

- 🌀 Complaining of being tired all the time
- 🌀 No social relationships – unable to make friends; engage in social activities (games, conversation)
- 🌀 Low self-esteem
- 🌀 Mentioning being left alone or unsupervised

Physical Abuse

Where adults physically hurt or injure children by hitting, shaking, squeezing, burning or biting, or by giving children alcohol or inappropriate drugs or poison.

Most children collect cuts and bruises in their daily life! – These types of commonplace falls and rough play tend to show on bony parts of the body, like elbows knees and shins. Some children, however, will have bruising which can almost only have been caused non-accidentally. An important indicator of physical abuse is where bruises or injuries are unexplained or the explanation does not fit the injury, or when it appears on parts of the body where accidental injuries are unlikely, e.g. on the cheeks or thighs.

Bruising may be more or less noticeable on children with different skin tones or from different racial groups and specialist advice may need to be taken.

Physical Signs may include:

- 🌀 Unexplained bruising, marks or injuries
- 🌀 Bruises, which reflect hand marks or fingertips
- 🌀 Cigarette burns
- 🌀 Bite marks

- 🌀 Broken bones
- 🌀 Scalds
- 🌀 Running away

Changes in behaviour, which can also indicate physical abuse may include:

- 🌀 Fear of parents being approached for an explanation
- 🌀 Aggressive behaviour or severe temper outbursts
- 🌀 Flinching when approached or touched
- 🌀 Reluctance to get changed, for example wearing long sleeves in hot weather
- 🌀 Depression
- 🌀 Withdrawn behaviour

Sexual Abuse

Girls and boys are abused by adults or other young people - both male and female - who use children of all ages to meet their own sexual needs. 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, or consents to what is happening. The sexual activities may involve physical contact, including penetrative acts such as rape, buggery or oral sex or non-penetrative acts such as fondling. Showing children pornographic material (books, videos, pictures) is also a form of sexual abuse.

Usually in cases of sexual abuse it is the child's behaviour that may cause you to be concerned.

Physical Signs may include:

- 🌀 Pain or itching in the genital /anal areas
- 🌀 Bruising or bleeding near genital /anal areas
- 🌀 Sexually transmitted disease
- 🌀 Vaginal discharge or infection
- 🌀 Stomach pains
- 🌀 Pregnancy

Changes in behaviour, which can also indicate sexual abuse may include:

- 🌀 Fear of being left with a specific person or group of people
- 🌀 Sexual knowledge, which is beyond their age or developmental level
- 🌀 Sexual drawings or language
- 🌀 Self-harm or mutilation, sometimes leading to suicide attempts

- 🌀 Substance or drug abuse
- 🌀 Suddenly having unexplained sources of money
- 🌀 Not being allowed to have friends (particularly in adolescence)
- 🌀 Acting in a sexually explicit way towards adults
- 🌀 Eating problems, such as anorexia or overeating
- 🌀 Having nightmares
- 🌀 Sudden or unexplained changes in behaviour

Emotional Abuse

Emotional abuse is the persistent and emotional ill treatment of a child, such as to cause severe and persistent effects on the child's emotional development. For example, persistent lack of love and affection, constantly shouting, threatening or taunting a child all these actions may make the child very nervous or withdrawn. It may also involve making the child feel or believe that they are worthless or inadequate. Emotional abuse may also occur when an adult places on a child's inappropriate expectations considering the child's age or development.

Bullying is a typical of form of emotional abuse, which is often inflicted by other young people.

Some level of emotional abuse is involved in all types of ill treatment of a child, though it may occur alone.

Physical Signs may include:

- 🌀 A failure to thrive and grow
- 🌀 Sudden speech disorders
- 🌀 Developmental delay, either in terms of physical or emotional progress

Changes in behaviour, which can also indicate emotional abuse may include:

- 🌀 Neurotic behaviour, e.g. hair twisting, rocking
- 🌀 Being unable to play
- 🌀 Fear of making mistakes
- 🌀 Self harm

Training

For this policy to be effective all members of staff, volunteers and all club members must be aware of it!

GAD Khalsa will enable club volunteers to include coaches/managers/photographers/parent volunteers to be informed, trained and supervised so you are less likely to become involved in actions, which can lead to harm or be misinterpreted and possibly lead to false allegations.

You will also become generally more aware of abuse and possible key signs. You must keep your safeguarding training up to date and valid. You will be informed of this prior to renewal and will automatically be booked on to the next available course (see Kooner/Karnjit for details).

Opportunities to train:

Induction:

This will be the best way to ensure all G.A.D. Khalsa staff and volunteers read through and understand the policy – it will be conducted in a group session where more established members can be refreshed with any updates.

G.A.D. Khalsa will ask for members to sign an induction document to ensure they have understood their moral and legal obligations. ALL VOLUNTEER INTEREST WILL BE SUBJECT TO DBS CHECKS PRIOR TO ACCEPTANCE INTO THE CLUB. See Kooner/Karnjit for online application details and verification.

Specific Child Protection Training:

It will be beneficial to new G.A.D. Khalsa volunteers and staff to undergo training in Child Protection as more of an in-depth issue. Many courses operate around the County some are run by the Council, and CSV's as well as courses offered by NSPCC, Barnardos. Derbyshire County FA Lead Safeguarding/Child Welfare Officer contact is Cath Morton cath.morton@derbyshirefa.com for course dates & booking information.

A Code of Conduct

A code of conduct sets clear and concise boundaries for what behaviour is appropriate and promotes an open and safe working environment

It is important that G.A.D. Khalsa's members and volunteers alike follow the code of conduct set by G.A.D. Khalsa.

It is possible to reduce situations of possible abuse and to protect members and volunteers by promoting good practice.

A code of conduct should include positive statements about:

Listening to children

Valuing and respecting children

Encouraging and praising children.

Involving children in decision making as appropriate

You must:

Treat all young people and children with respect
Provide an example you wish others to follow
Plan activities where more than one other person is present, or at the very least within sight or hearing of others
Respect a young person's right to personal privacy
Provide access for young people to talk about any concerns they may have
Encourage young people and adults to feel comfortable and caring enough to point out behaviour they don't like
Remember that someone else might misinterpret your actions, no matter how well-intentioned.
Recognise that special caution is required when you are discussing sensitive issues with children or young people.

You must not:

Have any inappropriate physical or verbal contact with children
Make suggestive remarks or gestures, even in fun
Show favouritism to any individual
Allow yourself to be drawn into inappropriate attention seeking behaviour such as tantrums or crushes
Jump to conclusions about others without checking facts
Rely on your good name to protect you
Allow allegations made by a child to go unchallenged, unrecorded, or not acted upon.
Believe "it could never happen to me"

Safe Selection & Recruitment of Members & Volunteers

Determined abusers have often managed to gain access to children and young people. This policy and procedures are important safeguards to stop this happening. They will be understood by good applicants and will put ill intentioned people off.

Don't assume check first!

As part of this policy this should set out how we recruit and select both members & volunteers it is important however that you include certain elements (highlighted below) as these points if carried out will be the backbone of a strong child protection policy which will be as watertight as possible.

All volunteers and members, including temporary personnel and helpers should be subject to a careful and rigorous selection and vetting process with the following elements:

✘ Completion of an application form and checking the person's identity by their birth certificate or passport.

✘ Taking up 2 references, which are seen before the interview and verified by a follow up phone call

✘ An interview preferably by two people – this can be informal/chat if more fitting in with the groups running style

✘ Identifying reasons for unsubstantiated, gaps in employment or inconsistencies. This is usually addressed in an interview.

✘ Carrying out police checks and checks with the Criminal Records Bureau

✘ Allowing no unsupervised access to children and young people until this has been completed, e.g., no appointment subject to references

APPENDIX 1

G.A.D. KHALSA SPORTS CLUB

CHILD PROTECTION PROCEDURES RECORD OF CONCERNS

Name of Child:
Address:
Telephone No:
Parent/Carers details: Name(s):
Telephone No(s):
What is said to have happened or what was seen?
When and where did it occur?
Who else, if anyone, was involved and how?

What was said by those involved?
Were there any obvious signs e.g., bruising, bleeding changed behaviour?
Was the child able to say what happened, if so, how did they describe it?
Who has been told about it and when?
Do the parents know?

Signed

Date

APPENDIX 2



GIVING CHILDREN BACK THEIR FUTURE

http://www.barnardos.org.uk/what_we_do/our_work/sexual_exploitation.htm



Disclosure &
Barring Service



SAFEGUARDING
CHILDREN

<https://www.childline.org.uk/>



<https://safeguardingtool.nspcc.org.uk/resource-library/resources/child-protection-/?temp-new-window-replacement=true>

<http://www.thefa.com/football-rules-governance/safeguarding/introduction-to-safeguarding-children?temp-new-window-replacement=true>

NSPCC  TM

Cruelty to children must stop. FULL STOP.