

SCUNTHORPE UNITED FOOTBALL CLUB SAFEGUARDING POLICY

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Safeguarding Policy Statement

Scunthorpe United Football Club recognises and accepts the responsibility of safeguarding all children and vulnerable adults who are under the Club's care and supervision or using the Club's facilities. It is fundamental for all adults working at the Club to safeguard and promote the welfare of children and vulnerable adults and are expected to provide a positive and safe environment for all.

The wellbeing of children and vulnerable adults is paramount and the recommendations and guidelines outlined in this policy are to be always adhered to. The onus is on all Club representatives who are in contact with children or vulnerable adults and should therefore make themselves aware of the Safeguarding Policy and adopt this where applicable. The policy and procedures will be widely promoted and are mandatory for everyone involved with Scunthorpe United Football Club. Failure to comply with the Safeguarding Policy may ultimately result in dismissal from the Club and all cases will be dealt with in accordance with the disciplinary procedures set out in the Employee Handbook.

Rules and Regulations

Scunthorpe United Football Club seeks guidance from relevant legislation, organisations, and governing bodies for all safeguarding matters. This includes but is not exhaustive to, the Children Act 2004, Working Together to Safeguard Children (2015), Child Protection in Sport Unit and the Football Association and EFL rules. regulations and guidance. Scunthorpe United Football Club is dedicated to promoting best practice throughout the Club and its counterparts and will do so in accordance with the above.

Definitions

Abuse - refers to the maltreatment of a child or vulnerable adult. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. A child can be abused by an adult/adults or another child or children.

Activity - refers to any matches, coaching programmes, educational events or other related activity where there are children or vulnerable adults taking part.

Child/Children - a person who is under the age of 18.

Child Protection - this refers to the activity undertaken to protect children who are suffering or likely to suffer from harm. Child protection forms part of safeguarding and welfare.

Confidentiality - an assurance that limits access or places restrictions on certain information.

Consent - voluntary permission with knowledge of the purpose, effects and risks involved as well as the likelihood of success and any other consequences. Consent can be given orally or in writing.

Duty of Care - a legal obligation on an individual requiring adherence to a standard of reasonable care while performing any acts that could foreseeably harm others.

Harm - as defined by the Children Act 1989, harm can be defined as the ill treatment or impairment of health and development. This was then developed in the Adoption and Children Act 2002 impairment suffered from seeing or hearing the ill treatment of another.

well as physical and sexual ill treatment, harm can also include an avoidable deterioration in physical or mental health and the impairment of physical, intellectual, emotional. social or behavioural development.

Vulnerable Adults - an adult who may be vulnerable to abuse or maltreatment is deemed to be someone over the age of 18 who:

- Needs care and support:
- Has an additional vulnerability (i.e. disability, homelessness, drug addiction);
- Is experiencing, or is at risk of, abuse or neglect;

As a result, the adult is therefore unable to protect themselves against the abuse or neglect or the risk of it.

Aims and Key Principles

- The aims of Scunthorpe United Football Club's Safeguarding Policy are:
- To safeguard all children and vulnerable adults who are in contact with the Club;
- To promote and demonstrate best practice for the safety and wellbeing of children and vulnerable adults;
- To ensure all staff, whether full-time, part-time, or voluntarily, understand their roles and responsibilities with regards to safeguarding at the Club;
- To ensure parents, guardians and other third-party adults who may come in contact with children and vulnerable adults *ad* as positive role models.
- To reflect the Club values (excellence. passion, unity, respect, equality and integrity) with regards to safeguarding children and vulnerable adults.

The key principles supporting this policy are:

- The safety and wellbeing of children and vulnerable adults is of the utmost importance and must be prioritised.
- Children and vulnerable adults have the right to be protected from abuse or neglect. regardless of their age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex or sexual orientation. These can also be referred to as the nine protected characteristics, as sighted in the Equality Act 2010.
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Safeguarding Contact Details

Scunthorpe United has a Safeguarding Officer who holds overall responsibility for the safeguarding of children and vulnerable adults at the Club.

Safeguarding Officer – Julie Taylor

Matchday Designated Safeguarding Officer - Julie Taylor

Should anybody have a concern about a child's or vulnerable adult's welfare, any of the above-named Safeguarding Officers should be contacted for advice. Contact details can be found on page 9 of this policy.

Matchdavs

In line with the ticketing terms and conditions and the ticketing policy, any person under the age of 14 must be accompanied by an adult. This also applies for official Club travel to all away fixtures. Any supporters under the age of 14 must be accompanied by an adult.

Mascots

On matchdays all mascots meet outside the Club shop 1 hour 30mins before kick-off and are supervised throughout by the Mascot Coordinator who is CRB/DBS cleared.

Ball Persons

Ball people meet outside the dugout two hours before kick-off and are supervised by the Ball Person Coordinator(s) who are DBS checked.

Data Protection

In line with the Data Protection Act 1988, we will ensure:

- All documentation is always kept in a secure location;
- All documentation is only accessed by the safeguarding managers,
- The incident register is controlled by the safeguarding manager;
- All information is accessible to the parent/guardian of the child or vulnerable adult;
- Any database kept on PC's are security code locked with access denied to all apart from the safeguarding managers;
- The information is not discussed with any member of staff;
- Information is not exchanged.

All information used at the Club is to be classified (staff in confidence).

Use of Images and Videos

The use of images at Scunthorpe United Football Club is to follow the guidelines below.

- Children are to be appropriately dressed in all photographs;
- The person wishing to take images must obtain clearance from the member of staff on duty:
- Photography/images must focus on the group and not the individual where possible;
- Parents/guardians of children who do not wish to have their photograph taken must make themselves known to a member of staff on duty:
- We forbid photography in private areas, such as changing rooms, toilets. showers or bedroom or whilst a child is in the state of undress.

Matchday Photography

By entering the Ground, all persons are acknowledging that photographic images and/or audio, visual and/or audio-visual recordings and/or feeds (and/or stills taken therefrom) may be taken of them and may also be used, by way of example and without limitation, in televised coverage of the game and/or for promotional, training, editorial or marketing purposes by the Club, the National League or others (including commercial partners and accredited media organisations) and entry into the Ground constitutes consent to such use. You further acknowledge that photographic images *and/or* audio, visual and/or audio-visual recordings and/or feeds (and/or stills taken therefrom) may be used (by the Club or by a third party, such as a law enforcement body) to identify you as an individual, where permitted by data protection laws, for the purposes of preventing or detecting crime, or any breach of these Ground Regulations. Information about the Club's use of your personal data will be brought to your attention by the Club (see for example any applicable privacy policy, signage and/or other forms of announcement in or around the ground). For further information please contact the Club.

Raising Concerns

Despite the Safeguarding Policy being in place and the Club encouraging best practice, there may be instances when concern is raised over the maltreatment of a child or vulnerable adult.

A person can describe child abuse as harm to a child, or failure with responsibility for a child to provide reasonable care, or both. Abuse may take the form of physical injury, sexual or emotional abuse, or neglect. Anybody in contact with the child or vulnerable adult may cause harm, i.e. parents, guardians, relatives for example. The four main types of abuse are described as:

Physical Injury

This is the actual or likely physical injury to a child where a person physically injures or hurts a child or vulnerable adult. This can involve hitting, shaking, squeezing, burning, biting or any other way of intentionally causing harm to another.

- Bruises and other marks are indicators of physical harm caused by another. If bruises are noticeable in unlikely areas of the body, then concern should be raised to a safeguarding officer.

Neglect

This refers to the persistent or severe neglect of a child or vulnerable adult or failure to protect them from exposure to danger, including the cold or starvation, or extreme cases of lack of care resulting in the significant impairment of the child's health, safety and welfare. Signs of neglect could include the following:

- Lack of physical growth or erratic weight gains and losses which may suggest under nourishment;
- Poor physical appearance - the child may appear cold, dirty, inadequately clothed or have mottled skin. Thinning hair or bald patches and reoccurring infections are also signs of neglect;

- The child appears fearful, wary, frozen, in one position or seems to be apathetic or dejected with lack of responsiveness;

Sexual Abuse including Sexting

This is the actual or likely sexual exploitation of a child or vulnerable adult when another person seeks sexual gratification. Signs of certain well-determined abuse may be as follows:

- Injuries, cuts, or soreness in the anal or genital area;
- Unusual or excessive sexual knowledge;
- Sexualised behaviour;
- Withdrawn response to the subject.

What is 'sexting'?

Sexting is defined as the production and/or sharing of sexual photos and videos of and by young people who are under the age of 18. It includes nude or nearly nude images and/or sexual acts. It is also referred to as 'youth produced sexual imagery'.

'Sexting does *not* include the sharing of sexual photos and *videos* of under-18-year-olds with or by adults. This is a form of child abuse and must be referred to the police.

What to do if an incident involving •sexting' comes to your attention

Report it to your Designated Safeguarding Officer immediately.

- **Never** view, download or share the imagery yourself, or ask a child to share or download -this is illegal.
- If you have already seen the imagery by accident (e.g. if a young person has show to you before you could ask them not to, report this to the DSO.
- **Do not** delete the imagery or ask the young person to delete it.
- Do not ask the young person(s) who are involved in the incident to disclose information regarding the imagery. This is the responsibility of the DSO.
- **Do not** share information about the incident to other members pf staff, The young person(s) it involves or their, or other, parents and or/carers.
- **Do not** say or do anything to blame or shame any young people involved.
- **Do** explain to them that you need to report it and reassure them that they *will* receive support and help from the DSO.
- If a sexting incident comes to your attention, report it to your DSO.

Emotional Abuse

This refers to actual or likely severe adverse effects on the emotional and behavioural development of a child or vulnerable adult caused by persistent or severe ill treatment, namely rejection. All abuse involves some emotional ill treatment; the **areas** of concern are:

- Rejection;
- Lack of praise or encouragement;
- Lack of attachment;

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- Lack of stimulation i.e. fun and play;
- Lack of appropriate handling relative to age;
- Segregation;
- Punishment or given work tasks as a punishment.

Child on Child Abuse

It should be recognised that physical, sexual and emotional abuse might be carried out on a child by another child. Physical and emotional abuse may be recognised by:

- Planned abuse;
- Calculated selection of a victim;
- Persistent physical, emotional or verbal abuse;
- Difference in age, size, physical strength or status;
- Racial or other forms of discriminatory abuse

Flare ups and spontaneous fighting should not be considered as abuse providing they do not become persistent.

Safeguarding Code of Conduct

In addition to the staff code of conduct detailed in the employee handbook, the following points are to be managed by all staff with regards to safeguarding:

- Scunthorpe United Staff are to ensure that the health, safety and protection of all people participating in a Club activity is a high priority;
- Staff are not, where possible, to be in a situation where they are in a one-to-one situation with a child or vulnerable adult whilst not in a public area;
- It is the responsibility of the staff to ensure that all the relevant information set out in this document is circulated to the applicable people;
- All matters which raise concern must be reported in the correct procedure, which is detailed in the 'Recording Allegations' section.
- Any breech of conduct which may contravene any policy set by this document is to be reported in the incident log.

Good Practice

Keeping Records

Accurate records are to be kept within the main documentation at the Club. A record should contain the date and time of the incident, whether the child or vulnerable adult has told you something or another member of staff wishes to report an incident. The written record should include a statement by the supervising member of staff, incident report form and a sketch.

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Confidentiality

The purpose of confidentiality is to protect both staff and the child or vulnerable adult, by providing privacy. In accordance with the Data Protection Act, all information written or verbal should be head staff in confidence.

All child protection records should be kept separately from all other records, accessible only by the designated people.

Appropriate Questioning

Your Own Feelings

Staff are to ensure that personal terminology is not used which may be adopted by a child or vulnerable adult. It is imperative that the member of staff remains impartial but supportive.

Never Make Promises

Be honest and realistic and never make promises that cannot be met. It is the duty of every member of staff at the Club to adhere to the confidentiality aspects of this document, however all incidents of conversations, meetings or written statements are to be passed to the safeguarding officer.

Urgency

Prompt action needs to be taken in all instances where abuse is suspected or discovered. The policies set in this document will afford all staff the necessary procedures to effect prompt action.

Ongoing Correctional Practice

All staff are encouraged to constantly update their training and evaluation techniques to ensure good practice and that the most current up to date legislation is being enforced.

Recording Allegations

All incidents or allegations involving a member of staff must be reported to a safeguarding manager on the same day as the alleged incident. On receipt of the information, the safeguarding manager will record all details required in the incident log. The safeguarding manager will analyse the situation and make an evaluative decision with regards to the subsequent action to be taken; the parent/guardian of the child or vulnerable adult are to be informed at the earliest opportunity by the safeguarding manager. Under no circumstance should the child or vulnerable adult be questioned by anybody other than the safeguarding manager, with the approval and in the presence of the child or vulnerable adult's parent/guardian. If required, necessary action will be taken to inform the relevant authorities under the law. An independent advisor from the local Social Services will also be informed who will make assessment of the case and the necessary further action to be taken under the law.

Please refer to the appendices at the end of this policy for further detailed information on reporting and recording allegations for different scenarios.

Acceptable Risk

In all !:lSpects of work at the Club there will be situations where a degree of professionalism must be adopted with regards to safeguarding. All members of staff must be aware of the repercussions that a scenario may have, where staff professionalism is put in question. To ensure that this statement protects children, vulnerable adults and staff, there may be situations where the term 'acceptable risk' is to be understood An example of this could be if a child or vulnerable adult requires hospital treatment but the parent/guardian is not at the venue, it is acceptable risk to transport the child or vulnerable adult in the ambulance until the arrival of the parent/guardian.

Kev Contacts

Senior Safeguarding Manager: _____

Matchday Designated Safeguarding Officer: _____

Other Useful contact

numbers NSPCC 0808 800

5000

Childline 0800 1111

Scunthorpe Police 08456 060 222 or 101

Lincolnshire FA Regional Child Protection Officer- Mark Johnson 01522 596580

Resources

Children Act 2004

Working Together to Safeguard Children 2015

Child Protection in Sport Unit

https://thecpsu.org.uk/

The Football Association http://www.thefa.com/football-rules..govemance/safeguarding

The NSPCC https://www.nspcc.org.uk/

https://www.gov.uk/topic/schools-colleges-childrens-services/safeguarding-children

trixresources.proceduresonline.com

Date and Review

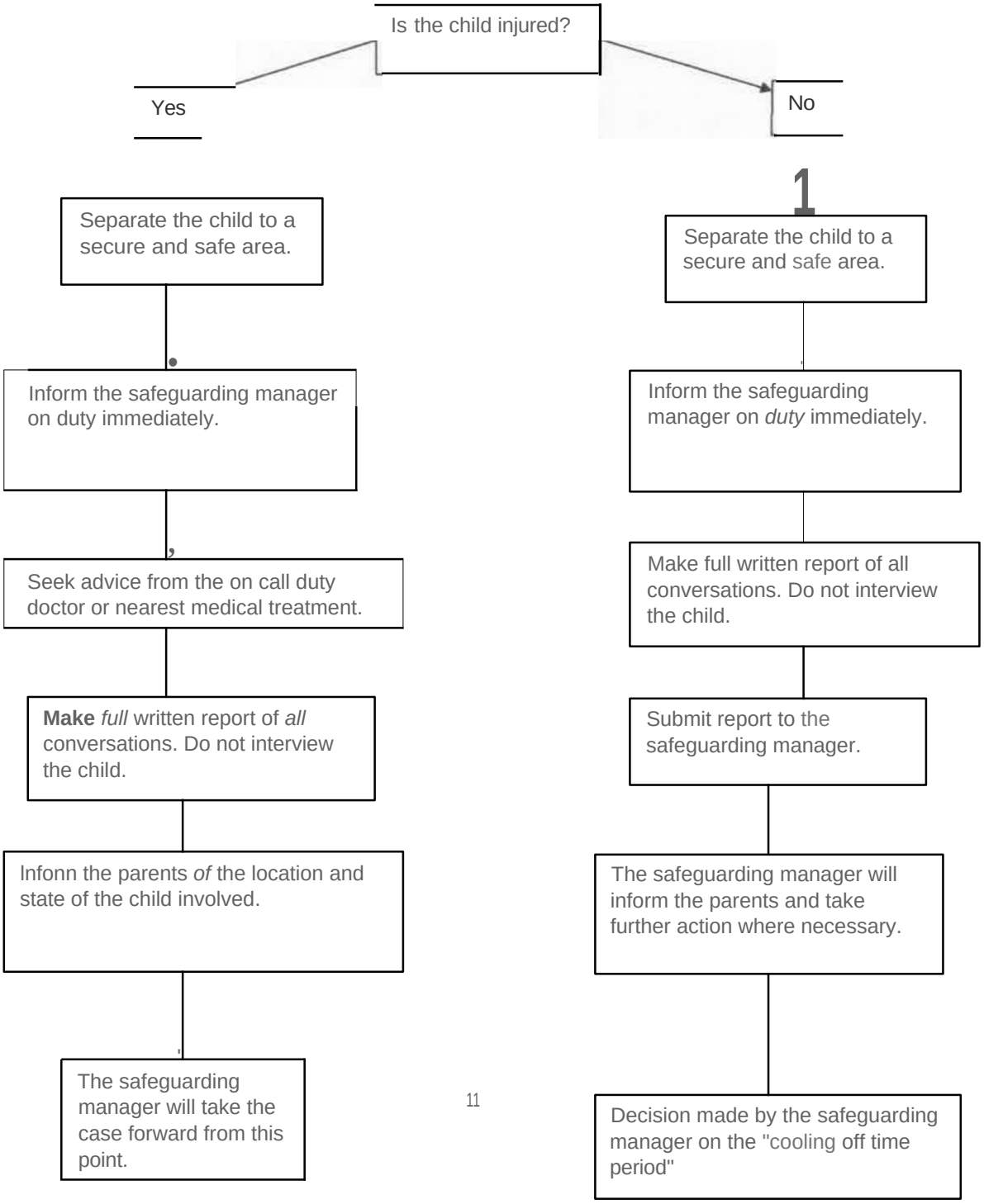
This safeguarding policy is reviewed annually, the next **review** will be in 2024

Appendix

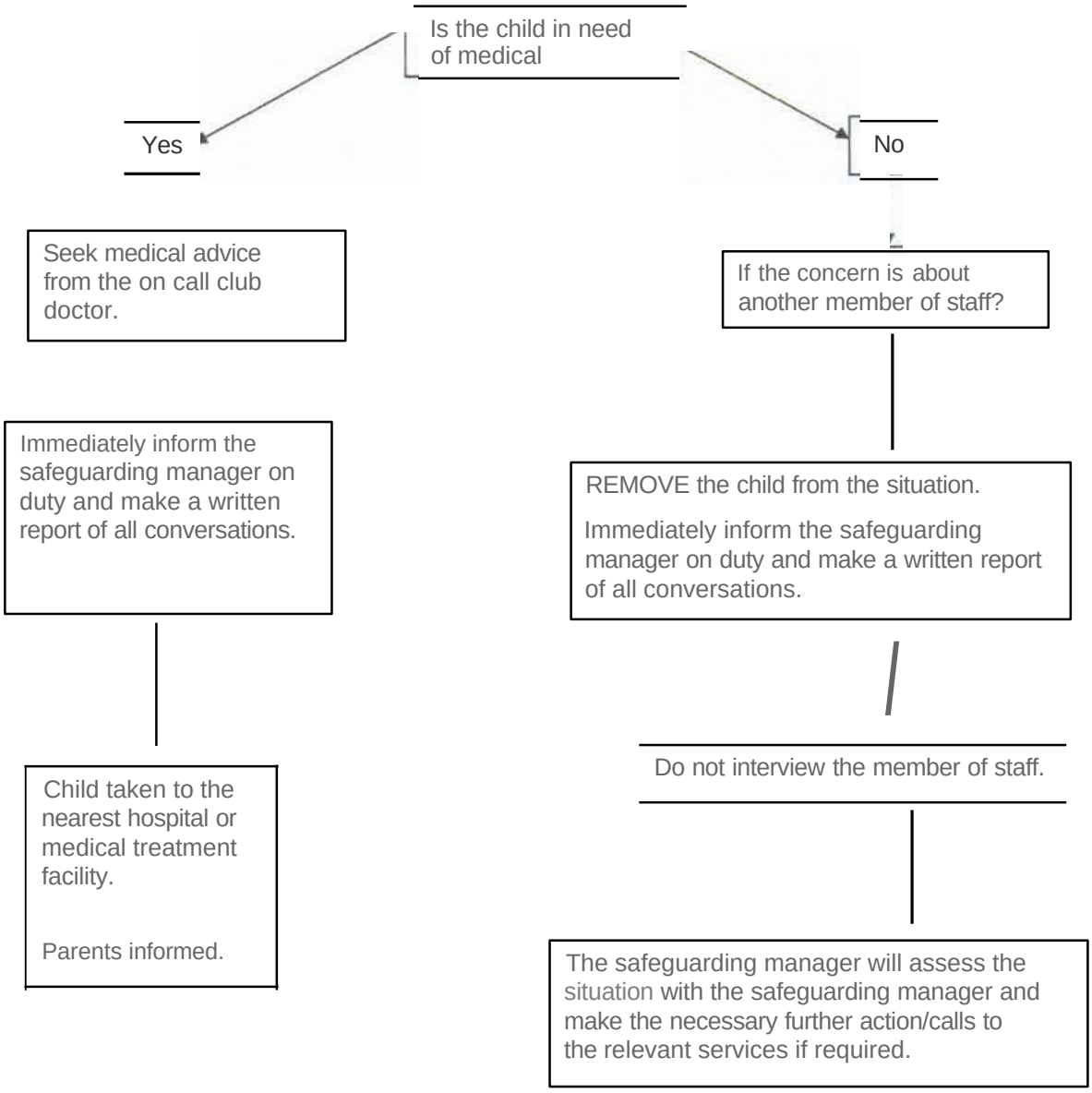
1. Action - Suspected child on child abuse
2. Action - Child informing staff of an incident
3. Action - Reports of suspected abuse away from Scunthorpe United Football Club
4. Action-When a child has not been collected

4. Action - When a child has not been collected
5. Action - Missing child
6. Action - Reporting an accident
7. Incident/referral report
8. Injury reporting document
9. Academy Safeguarding Policy

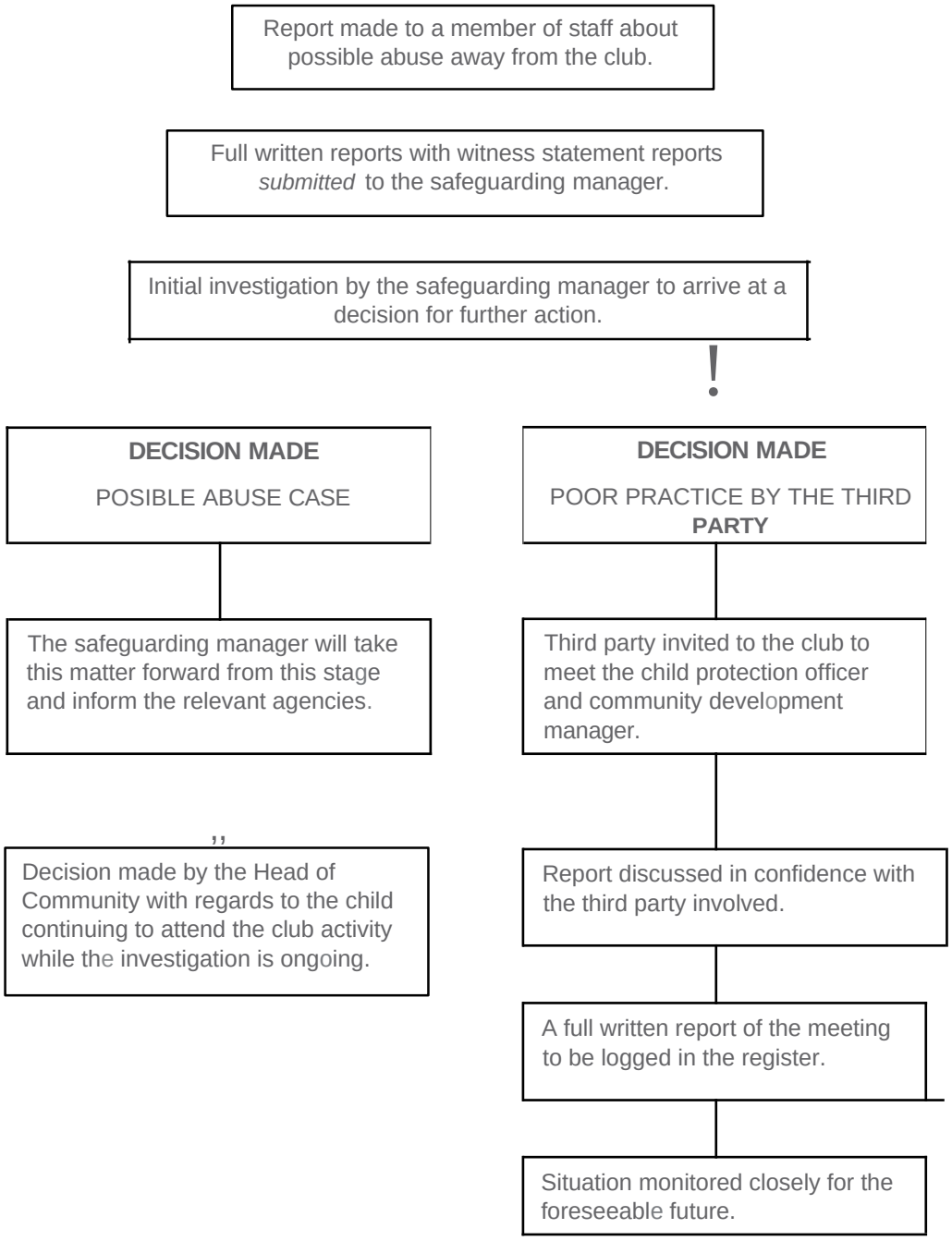
Appendix 1 - Action - Suspected child on child abuse {bullying)



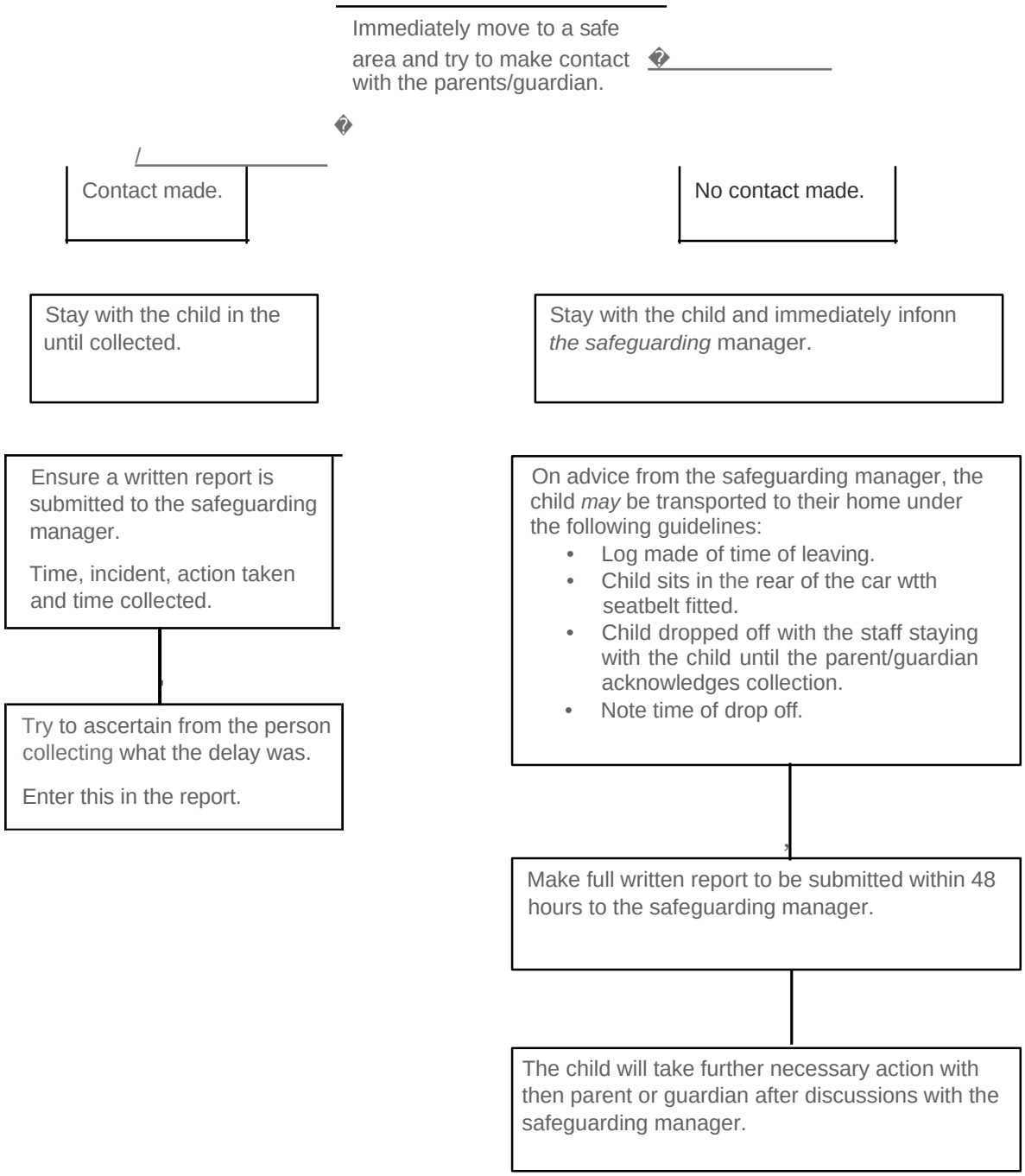
Appendix 2 - Action - Child informing staff of an incident



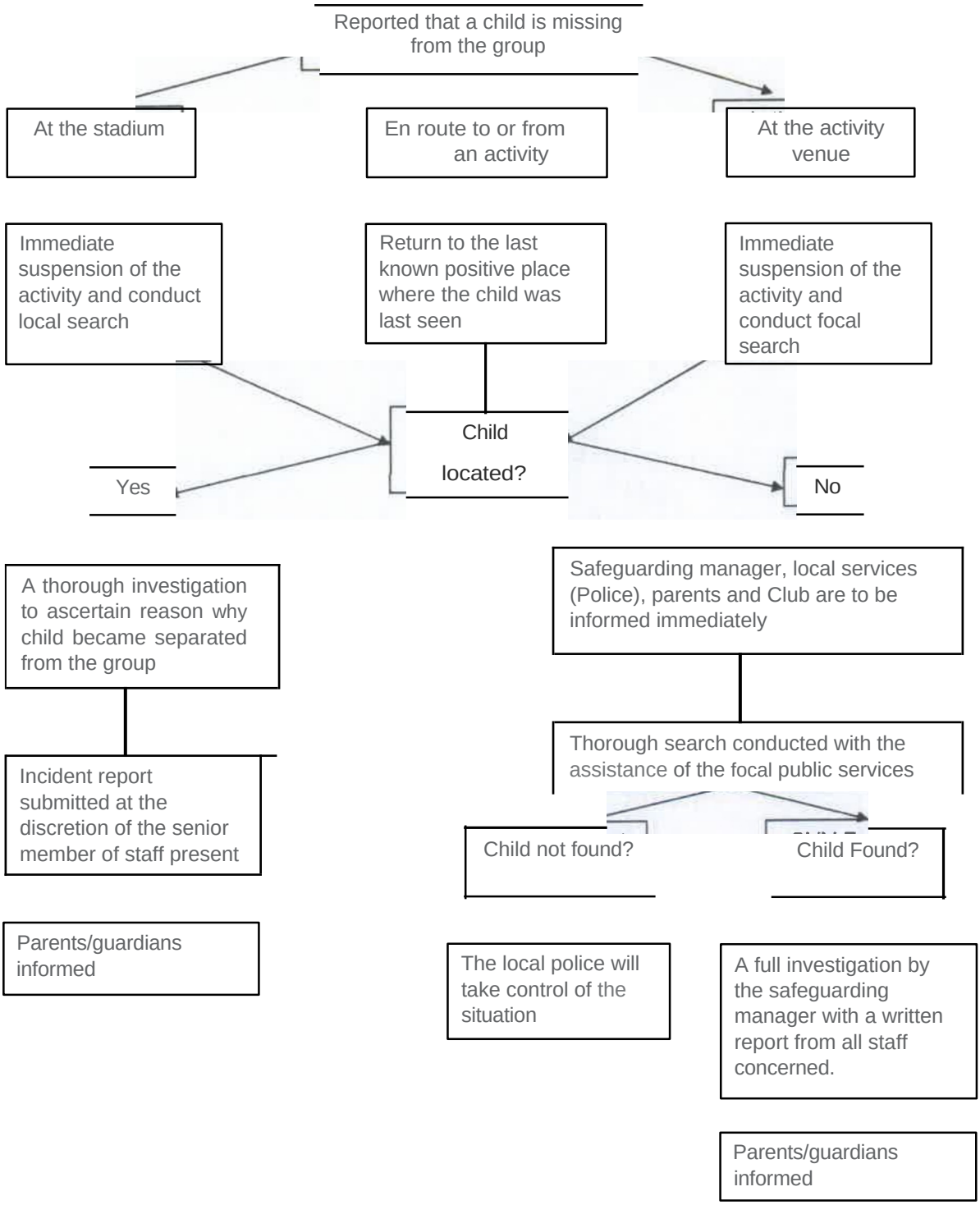
Appendix 3 - Action - Reports of suspected abuse away from Scunthorpe United Football Club



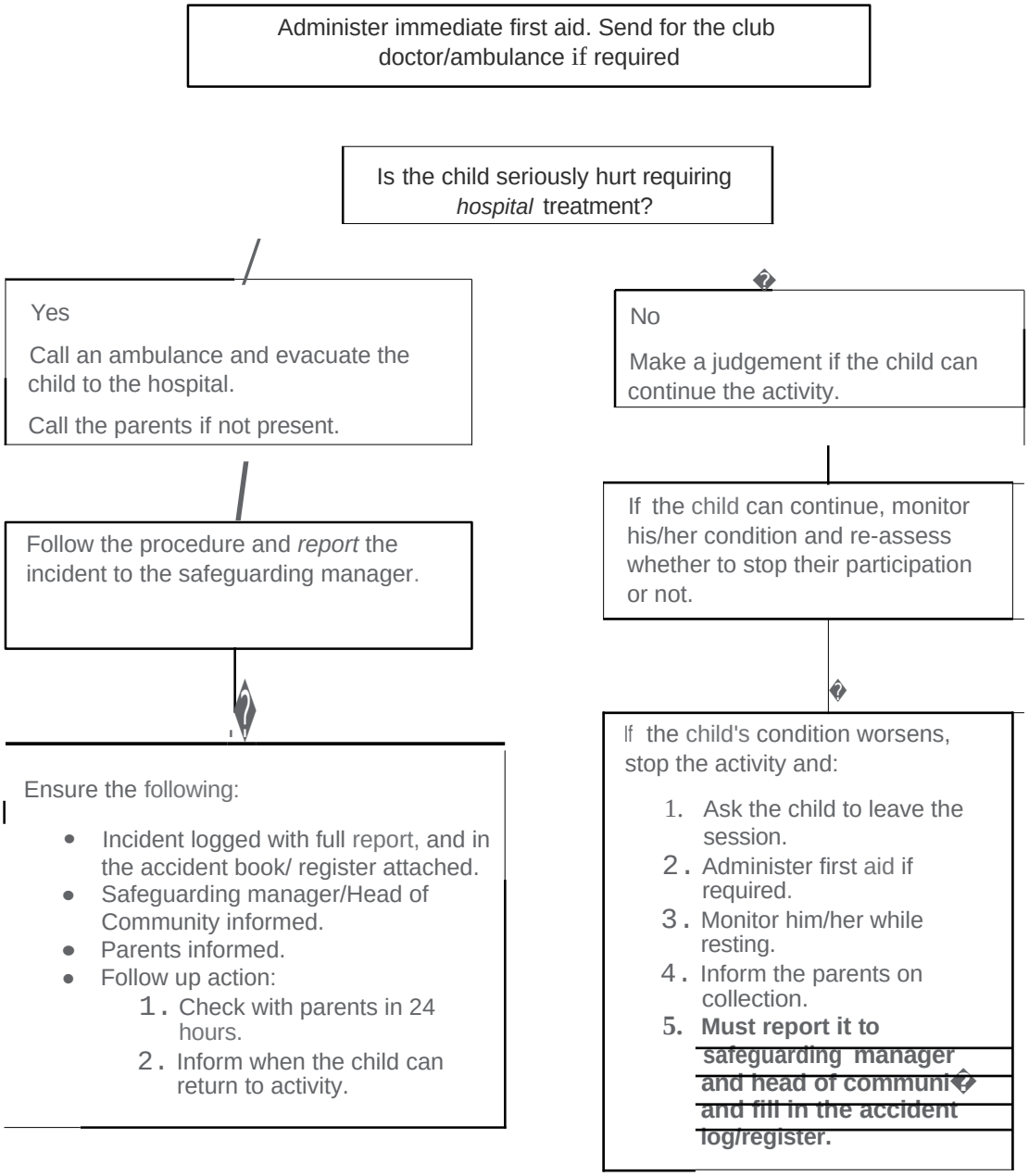
Appendix 4 - Action - When a child has not been collected



Appendix 5 - Action - Missing Child



Appendix 6 - Action - Reporting an Incident



Appendix 7 - Incident/Referral Report

Report Serial No: J Date Submitted:	
Childs Name:	
Address:	
Contact Tel No:	Mobile:
Date & Time of Incident:	Location:
Details of the Incident as reported by the staff member:	
Any Visible Injuries:	
Childs Version of Events:	
Action Taken by child protection officer or community development manager:	

Further Action:

Signed:_____**Safeguarding Officer**

Report Serial:		
Further Details:		
Services	Name, Address & Tel No of Contact	Advice Received
 Yes/ *No*		
Social Services Yes/No		
Doctor Yes/No		
The FA Yes/No		
!:2.£!! Authority Yes/No		

NSPCC Yes/No		
Other Yes/No		

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Appendix 8 - Iniu,y Reporting Document

Child's Name:._____

Location where the injury occurred:_____

Date of Incident:_____

Details of the Incident:_____

_____

Details of the Injury:_____

Was First Aid administered:_____by whom _____

_____

Was further treatment required:_____what'----------

_____

Did the child go to hospital:._____wh.ich:_____

Was the parents informed:_____when:_____

Was the incident reported to the child protection officer/community development manager:_____when:_____

Was the accident book completed _____

Did you follow the flow chart indicated of the child protection document:_____

What was the child informed before ending the session:_____

What was the follow up action:_____

_____

_____

Signed by the Staff:_____

Name:_____

Date:__ _

Signed by the Safeguarding Officer:_____

Name: _____

Date:__ _