



## **SAFEGUARDING POLICY**

This policy applies to all individuals involved in the programme, including athletes, coaches, staff, and any third parties interacting with the participants.

### **Objectives:**

- To protect children, young people, and vulnerable adults from harm, abuse, and neglect.
- To provide staff, volunteers, and stakeholders with clear guidelines on safeguarding responsibilities and procedures.
- To ensure compliance with legal safeguarding requirements and promote best practices in all activities.

**Policy Statement:** We are committed to providing a safe and supportive environment for all participants. Every individual deserves to enjoy their sport in an atmosphere free from abuse, neglect, harassment, or exploitation. We will take all necessary steps to safeguard children, young people, and vulnerable adults involved in our activities through appropriate policies, procedures, and training.

### **Safeguarding Actions and Procedures:**

### **Background Checks:**



- All staff and volunteers undergo thorough vetting, including enhanced Disclosure and Barring Service (DBS) checks.
- Regular re-assessment of suitability will be conducted, with periodic updates to DBS checks.

### **Training:**

- Mandatory safeguarding training is provided for all coaching staff and volunteers, to help them recognise and respond appropriately to concerns of abuse, neglect, or exploitation.
- Refresher training is conducted annually to ensure that all safeguarding knowledge remains up-to-date.

### **Risk Assessments:**

- We conduct regular risk assessments to identify and mitigate potential safeguarding risks within our programme.
- We ensure that safe practices are built into all activities, especially for off-site trips, events, and any situation that involves children or young people in new environments.

### **Code of Conduct:**

- Please refer to our [Programme Rules](#) document for detailed information on acceptable and unacceptable behaviour.
- All staff, athletes, and parents must adhere to this code, which underpins the values of respect, safety, and support for all participants.

**Reporting Concerns:** If anyone suspects abuse, neglect, or harassment, they have the responsibility to report it immediately following the steps below:

- **Athletes:**
  - Speak to your parents or a coach if you have concerns.



- Athletes over 18 can report concerns directly to the Safeguarding Officer if it relates to safeguarding issues.
- Coaches can also receive concerns from athletes and will handle them appropriately.
- **Parents:**
  - All concerns can be communicated to coaches. We encourage parents to first engage with coaches for any bullying or minor issues.
  - If preferred, or if the concern relates to the coach, parents can contact the Safeguarding Officer directly.
- **Coaches:**
  - Any safeguarding issue must be reported to either Leisha Bailey (Safeguarding Lead) or Pokuwa Strong (Programme Owner), who will escalate and direct the concern as necessary.
  - Bullying concerns should be addressed in-house where possible, with assistance available from Leisha and Pokuwa for resolution.

## **Recording Incidents:**

- Any incidents or concerns will be recorded in a confidential incident log, documenting all relevant details, including the date, time, individuals involved, nature of the concern, and any actions taken.
- This log will be securely stored, and access will be restricted to the Safeguarding Lead and Programme Owner, ensuring the privacy and safety of all parties involved.
- As appropriate, we will record a minimum of following items of information of reported concerns:
  - Name, age and gender of the affected person(s)
  - Detail of the concern



- Date and time of the incident or allegation
- What was said or done and by whom
- Any immediate action taken before making the record
- Name and designation of the person to whom the concern was reported and any agreed actions

### **Escalation and External Guidance:**

- In situations requiring further escalation or advice, we will seek guidance from the NSPCC, available at 0808 800 5000. The NSPCC can offer advice or assist with next steps when necessary.
- In urgent cases, we will escalate concerns to child protection agencies or the police without delay.

### **Safeguarding Contacts:**

- **Safeguarding Lead:** Leisha Bailey  
([Pbailey\\_house@yahoo.com](mailto:Pbailey_house@yahoo.com))
- **Safeguarding Lead:** Mel Banks ([melbanks02@gmail.com](mailto:melbanks02@gmail.com))
- **Programme Owner:** Pokuwa Strong  
([pk@allstarpassion.co.uk](mailto:pk@allstarpassion.co.uk))

### **Action Steps for Concerns Raised:**

- All concerns will be taken seriously and handled in accordance with our safeguarding procedures.
- Immediate action will be taken to ensure the safety of the individual involved, including their removal from harm if necessary.
- Concerns will be escalated to the appropriate child protection agencies or police when required, without delay.



- Confidentiality will be maintained at all times, with information shared only on a need-to-know basis to protect the individual's safety.

### **Policy Review and Monitoring:**

- This policy will be reviewed annually or sooner in the event of changes to legal requirements or best practices.
- We will monitor the implementation and effectiveness of the policy through regular reviews and feedback from athletes, parents, and staff.
- Any necessary updates will be made to ensure the policy reflects current safeguarding standards.

