



# Get Active Sports

Sports, Games, Fun Activities and much more

office@getactivesports.com

01344 860868

## Child Protection and Safeguarding Policy 1 of 3

Get Active Sports acknowledges its responsibility to safeguard the welfare of every child and young person who has been entrusted to its care and is committed to working to provide a safe environment for all members.

A child or young person is anyone under the age of 18 engaged in any club sports activity/ holiday camp.

Key principles of Get Active Child Protection and Safeguarding Policy are that: The child's welfare is, and must always be, the paramount consideration.

- All children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual orientation.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- Working in partnership with other organisations, children and young people and their parents or carers is essential.
- All Get Active Sports members of staff will take relevant action to enable all children and young people to have the best outcome.

We acknowledge that every child or young person who plays or participates in sport activities/ holiday camps should be able to participate in an enjoyable and safe environment and be protected from poor practice and all forms of abuse.

Get Active Sports recognises that this is the responsibility of every adult and representative involved in our organisation.

Get Active Sports has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying. It is noted and accepted that Get Active Sports Child Protection regulation applies to everyone in sport activities, whether in a paid or voluntary capacity. This includes those who are a volunteer, staff members, external companies, match official, helper on club tours, football coach, club official or medical staff.

We will ensure that senior Get Active Staff follow the Child Protection and Safeguarding policy and best practice guidelines for recruiting volunteers and will:

- Develop a role profile
- Request identification documents
- As a minimum meet and interview the applicant(s)
- Request and follow up with two references before appointing
- Require a DBS Enhanced Disclosure.

All current Get Active Sports staff with direct access to children and young people will be required to complete a DBS Enhanced Disclosure via Due Diligence Checking or other organisations.

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of Get Active Sports, an investigation will be lead by a member of the Get Active Sports management team.

Acorn House, Longshot Lane, Bracknell, RG12 1RL

Company Reg no. 08181499

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## Child Protection and Safeguarding Policy 2 of 3

It is noted and accepted that Get Active will consider the relevance and significance of the information obtained via Due Diligence Checking Enhanced DBS Disclosure and that all decisions will be made in the best interests of children and young people.

It is accepted that Get Active aims to prevent people with a history of relevant and significant offending from having contact with children or young people and the opportunity to influence policies or practice with children or young people.

### Incidents or Allegations

In the event of an incident or allegation regarding a member of staff or representative of Get Active Sports, the following action will be taken;

Details of the allegation will be given to Rob Sherwood (a completed and signed incident report form will be required). If not present send to Shaun Grant and/or Ryan White

The member of staff/representative of the company will be suspended with immediate effect whilst an investigation is pending.

Rob Sherwood (Shaun Grant or Ryan White if not present) will contact the Local Authority to seek further advice.

If applicable and the Local Authority recommend a meeting will be held between Rob Sherwood (Shaun Grant or Ryan White if not present), a member of Get Active Sports Management and the person against whom the allegation has been made. This will provide the person against whom the allegation has been made with the opportunity to answer the alleged incident.

The results of the meeting will be reviewed and either the person against whom the allegation has been made will return to work or Rob Sherwood (Shaun Grant or Ryan White if not present) will forward their details onto the relevant referral authority.

In the event that a Get Active Sports member of staff or representative is concerned for the welfare or safe keeping of a child in their care, the following action will be taken;

In all cases of concern (chronic neglect, emotional abuse)

Contact Rob Sherwood (Shaun Grant or Ryan White if not present) who is in charge of child protection, to discuss your concerns discreetly.

Record the details of your concern on paper so that a clear record of events leading to your suspicions is made and clearly sign the record.

In all cases of concern Rob Sherwood will seek advise from the Local Authority.

Dependent on the advice provided from the Local Authority, Rob Sherwood (Shaun Grant or Ryan White if not present) will then monitor the situation on an ongoing basis and escalate the problem if necessary.

All decisions made will be recorded.

In urgent situations (where the same day action is required e.g. physical abuse or an allegation of recent sexual abuse)

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## Child Protection and Safeguarding Policy 3 of 3

Ensure the young person is safe whilst you are taking action (e.g. seeking medical attention)

Report the situation to Rob Sherwood immediately who will take up the issue with the Police or Social Services or the relevant referral authority.

Record the date and time of events leading to the report as soon as possible and clearly sign the record. Where possible insure a witness is with you throughout this process and also signs your record of events.

In all situations where a child appears to be suffering harm to either their emotional or physical health or development the Local Authority has a duty under the Children Act to carry out an assessment of the child's needs and an assessment if whether the child needs protection.

Rob Sherwood (Shaun Grant or Ryan White if not present) who is in charge of Child Protection will refer all reportable or urgent child protection issues arising in a Get Active Sports session to the Local Social Services team or the Police Child Protection team if Social Services cannot be reached.

### Parents, Guardians and Carers of children attending Get Active sessions;

Get Active Sports Acorn House Longshot Lane Bracknell RG12 1RL 01344 860868

When dropping off your child or collecting your child from a Get Active session, we ask all mobile phones and cameras are kept out of sight of children and are not used within the venue where the session is running.

### Use of Mobile Phones and Cameras for staff;

No personal mobile phones or cameras are to be in use at any time during the running of a Get Active session. No personal mobile phones or cameras are to be visible at any time during the running of a Get Active session.

Details of the allegation will be given to Rob Sherwood (a completed and signed incident report form will be required) The member of staff/representative of the company will be suspended with immediate affect whilst an investigation is pending.

A meeting will be held between Rob Sherwood (Shaun Grant or Ryan White if not present), a member of Get Active Sports Management and the person against whom the allegation has been made. This will provide the person against whom the allegation has been made with the opportunity to answer the alleged incident.

The results of the meeting will be reviewed and either the person against whom the allegation has been made will return to work or Rob Sherwood (Shaun Grant or Ryan White if not present) will forward their details onto the relevant referral authority.

In the event of an emergency (a child or fellow member of staff seeks help from emergency services), it is deemed acceptable for a mobile phone to be used during a Get Active session.

**The taking of photographs of children is strictly prohibited and will result in instant dismissal and possible prosecution by law.**

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