

## Sporting Opportunities Isle of Wight: Child Protection Policy

Protecting children from abuse of any kind is a high priority for everyone involved in any capacity with Sporting Opportunities Isle of Wight. This policy sets out how all trustees, volunteers and athletes should recognise and respond to allegations of abuse of children.

Whilst local authorities play a lead role, safeguarding children and protecting them from harm, it is everyone's responsibility. Everyone who comes into contact with children has a role to play by:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes

To this end, all sessions will be supervised by a session leader with an enhanced DBS check for the Adult and Child Workforce. Nobody will have direct responsibility or have a supervisory role with direct contact with any athletes without a current DBS for the above level.

### 1. Key Responsibilities

Everyone who comes into contact with children has three main responsibilities:

#### 1.1 Responsibility to Protect

Protect children from abuse:

- Follow examples of good practice and the relevant Athlete and Coaches Codes of Conduct in dealing with children.
- Be open and clear about what Sporting Opportunities Isle of Wight does to avoid abuse and neglect by making sure that everyone involved with the club knows that there are policies and procedures in use and make copies available to them in each session and on the website.

#### 1.2 Responsibility to Act

Prevent potential further abuse:

- Always report allegations or suspicions of abuse to the appropriate authorities. (See appendix A: flowchart )
- Where possible take immediate action to minimise the risk of further abuse (See appendix A: flowchart
- The Isle of Wight has a MASH (Multi Agency Safeguarding Hub) where the police, social care, health services, education and youth offending teams are working together to safeguard children. Concerns of abuse should be reported via the MASH.  
<https://www.iow.gov.uk/Residents/care-and-Support/Childrens-Services/Concerned-about-a-child/tes19/>

#### 1.3 Responsibility to Record and Preserve Evidence

- Always write down details of conversations, incidents and action taken (See Appendix B :Safeguarding & Welfare Incident Reporting Form)
- Sporting Opportunities Isle of Wight **does not** undertake Child protection investigations (Section 47, Children Act 1989) – Statutory agencies (police, social care and the NSPCCC) undertake this role. **Therefore you must NOT investigate an allegation of abuse.**
- Remember to maintain confidentiality on a need to know basis. Do not discuss this incident with anyone other than those who need to know.

## 2. Recognising Abuse or Neglect – Definitions

### **2.1 Safeguarding and promoting the welfare of children**

The process of protecting children, including safeguarding from abuse or neglect, preventing impairment of their health and development, and securing that they grow up in circumstances consistent with the provision of safe and effective care, that enables children to have optimum life chances and enter childhood successfully.

### **2.2 Child Protection**

The process of protecting individual children identified as suffering, or at risk of suffering, significant harm as a result of abuse or neglect.

### **2.3 Child**

**Anyone who has not yet reached their 18<sup>th</sup> birthday.** It can also include a person aged 18, 19 or 20 who has been looked after by the Local Authority after they turned 16 years old or has an intellectual disability. There are separate safeguarding adults procedures that protect people aged 18 or over. (*As defined in Working Together to Safeguard Children 2015*)

### **2.4 Children can be identified as having increased vulnerability in a variety of settings and under a number of different circumstances, as follows:**

- Disabled children (physical, emotional, intellectual disabilities etc.)
- Sick children in a hospital setting, hospice or a children's home
- Children who deliberately self-harm or take risks
- Children in families where domestic violence/abuse is present
- Children at risk of Honour Violence
- Children in families where drug/alcohol use is affecting parenting
- Children in families where parents/guardians/carers have mental health issues/learning difficulties/problems coping with parenthood
- Children growing up with parents in prison
- Children in families where the child is a "young carer" for a parent/guardian/carer who is physically/mentally ill or disabled
- Children who are primary carers of younger children
- Looked after children
- Children living in un-registered private fostering arrangements
- Children who are bullied or abused by a peer
- Children of young/unsupported parents
- Children living in poverty/poor housing
- Children who change address, school and/or carers frequently
- Children missing education
- Children who are disadvantaged on the grounds of race, religion or ethnicity
- Children at risk of Female Genital Mutilation (FGM)
- Children at risk of Radicalisation or Violent Extremism
- Children at risk of misuse of technology
- Children who are trafficked
- Children whose first language is not English
- Children at risk of sexual exploitation

## 3. Abuse

### **What is child abuse?**

Child abuse falls into one or more of four categories: physical abuse, emotional abuse, sexual abuse and neglect.

### **3.1 Physical Abuse**

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child.

It may also be caused when a parent or carer fabricates symptoms of, or induces illness in a child.

### **3.2 Emotional Abuse**

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent effects on the child's emotional development, and may involve:

- Conveying to a child that s/he is worthless, unloved, inadequate, or valued only insofar as s/he meets the needs of another person
- Imposing developmentally inappropriate expectations e.g. interactions beyond the child's developmental capability, overprotection, limitation of exploration and learning, preventing the child from participation in normal social interaction
- Causing a child to feel frightened or in danger e.g. witnessing domestic violence, seeing or hearing the ill treatment of another
- Exploitation or corruption of a child
- Some level of emotional abuse is involved in most types of ill treatment of children, though emotional abuse may occur alone

### **3.3 Sexual abuse/sexual exploitation**

Sexual abuse involves forcing or enticing a child to take part in sexual activities, including prostitution/exploitation, whether or not s/he is aware of what is happening.

Activities may involve physical contact, including penetrative and non-penetrative acts.

'Penetrative acts' include 'rape' (forced penetration of vagina, anus or mouth with a penis) and 'assault by penetration' (sexual penetration of vagina or anus with a part of the body or an object).

Sexual activities may also include non-contact activities, e.g. involving a child in looking at/production of abusive images, watching sexual activities or encouraging her/him to behave in sexually inappropriate ways. It may include use of photos, pictures, cartoons, literature or sound recordings via internet, books, magazines, audio cassettes, tapes or CDs.

Children under 16 years of age cannot lawfully consent to sexual intercourse. A child of less than 13 years of age is considered in law incapable of providing consent.

### **3.4 Neglect**

Neglect is defined as **the persistent failure to meet a child's basic physical and/or psychological needs**, likely to result in the serious impairment of the child's health and development.

Neglect may occur during pregnancy as a result of maternal substance misuse and once the child is born, neglect may involve failure to:

- Provide adequate food, clothing or shelter (including exclusion from home or abandonment)
- Protect from physical and emotional harm or danger
- Meet or respond to basic emotional needs
- Ensure adequate supervision including the use of adequate care-takers
- Ensure access to appropriate medical care or treatment
- Ensure that her/his educational needs are met
- Ensure that her/his opportunities for intellectual stimulation are met

## **4. Responding abuse or neglect – What to do**

When there is an allegation or suspicion of abuse, everyone must be clear about their role. All volunteers and trustees need to act impartially, not as "friends" of the child or their parents. It is essential that all volunteers and trustees follow these procedures.

#### **4.1 Address any immediate safety and protection needs**

- Make an immediate evaluation of the risk and take steps to ensure that the child is in no immediate danger. Where appropriate, call 999 for emergency services if there is a medical emergency, other danger to life or risk of imminent injury, or if a crime is in progress;
- Summon urgent medical assistance, if there is a concern about the child's need for medical assistance or advice. You can call the NHS 111 service for urgent medical help or advice when it's not a life-threatening situation
- If there are other children with care and support needs who are at risk of harm, take appropriate steps to safeguard them
- Contact the Police if a crime has been or may have been committed
- Take steps to preserve any physical evidence if a crime may have been committed, and preserve evidence through the recording of everything that has happened and been said on the Safeguarding Incident Reporting Form.
- Contact the Sporting Opportunities Isle of Wight designated Safeguarding & Welfare officer.
- Inform parents/guardians/carers only if it will not place the child at greater risk

#### **5. Dealing with disclosures**

Remember, it may have taken a great amount of courage for the child to tell you that something has happened. They may fear the abuse could get worse if they tell, or fear that they will not be believed which may prevent children from revealing the information.

- Accept what the child is saying – do not question them or get them to justify what they are saying – reassure them that you will take what they have said seriously
- Don't 'interview' the child; just listen calmly to what they are saying. If they want to give you lots of information, let them. Try to remember what they are saying in their own words so that you can record it later
- You can ask questions to establish the basic facts, but try to avoid asking the same questions more than once, or asking them to repeat what they have said - this can make them feel they are not being believed
- Don't promise the child that you'll keep what they tell you confidential or "secret". Explain that you will need to tell other people but you'll only tell people who need to know so that they can help

#### **6. Responding to Child Safeguarding Concerns – a summary of what to do**

There are some key responsibilities and actions for anyone who identifies the possibility of abuse or neglect. These responsibilities must be addressed on the **same day** as the concern is raised.

- **Immediate protection** - Take any immediate actions to safeguard anyone at immediate risk of harm, including summoning medical assistance
- **Detection and prevention of crime** - Where there is evidence a criminal offence has taken place, or a crime may be about to be committed, contact the Police immediately
- **Inform the Sporting Opportunities Isle of Wight Safeguarding and Welfare Officer** or in their absence or unavailability, please contact a trustee of the organisation.
- **Report and inform - Report to Children's Social Care** as soon as possible, and in all circumstances on the same day as the concern is raised the contact line is available 24 hours a day, 7 days a week <https://www.iow.gov.uk/Residents/care-and-Support/Childrens-Services/Concerned-about-a-child/tes19/> **0300 300 0117**.
- **Record and preserve evidence** - Preserve evidence through recording and take steps to preserve any physical evidence. If you are at an event and the alleged incident has just taken place, you should try to ensure that anything that might be used as evidence is not interfered with

## 7. Practice Guidance

### 7.1 Who do I speak to when I contact the police?

Contact 999 in the case of immediate risk or danger, your first priority is to ensure that the young person is safe. Call 101 to report when there is no immediate risk of danger.

In all situations, **0300 300 0117** to report concerns to contact the MASH if a crime is suspected..

Make sure that you find out:

- The name of the person you have been speaking to (you will need to record this in your incident report).

### 7.2 Who else has to be informed?

- Parents/guardians or carer as long as it will not place the child at further risk of harm or abuse

### 7.3 What if the victim is a volunteer?

- Follow the same guidelines. Volunteers have the same right to be protected from abuse as athletes do.

### 7.4 What if a volunteer who has an intellectual disability first hears the allegation or suspicion?

- Give them support to follow the same guidelines

### 7.5 What about the person who has been accused?

- If the person who has been accused **is not** involved with Sporting Opportunities Isle of Wight it is not your job to tell them that they have been accused of abuse or neglect. You must avoid “alerting” the person accused
- If the person who has been accused **is** involved with Sporting Opportunities Isle of Wight then the managing allegations policy should be followed

### 7.6 How do I write the Report?

You should complete the standard Sporting Opportunities Isle of Wight Safeguarding & Welfare Incident Report Form with the following information:

#### *Persons Involved:*

- This should include name, gender, address, age, date of birth, what role they have with the organization or if at an event or training session, what role e.g. athlete, coach, volunteer, spectator etc. If possible include a telephone number for immediate follow-up action if necessary
- Also include names and contact information of any witnesses to the incident if applicable

#### *Incident Details:*

- State factual information. You must make it clear if what you are saying is speculation or your opinion
- If the child involved in the incident is distressed or upset, keep questions to a minimum but obtain enough information to ensure you understand what is being said or communicated
- Remember you are reporting a concern, not investigating it
- If someone has been hurt in the incident, include a description of any physical marks (including the site) or any visible bruising or injuries (See Appendix B use a body map to record this. DO NOT remove any clothing or take any photos)

*Action Taken:*

- Include details of the action taken. If the incident was referred to another person or organisation, (for example a 3<sup>rd</sup> party event first aider) include the name and position of the person and their contact telephone number

*Follow-up Action:*

- If you feel that particular follow-up action is necessary or have suggestions to prevent this type of incident occurring again in the future, please state details and recommendations
- Give the completed Incident Report Form to the Sporting Opportunities Isle of Wight & Welfare Officer.
- Because the Safeguarding & Welfare Incident Report Form contains personal information you should not keep a copy yourself. If you need a copy later because you are going to be interviewed by the police or social services you should get this from the Sporting Opportunities Isle of Wight Safeguarding & Welfare Officer.

## **8. Who Needs to Know?**

This is a summary of who should be told about an allegation of abuse:

*The Police*

- You inform the local police force. If you are at an event or competition and the alleged incident has just taken place this means the police force local to the event.

*Social Services*

- You inform the local Social Care Department. The definition of local is the same as in 1 above. The Police may contact Social Care but make sure you are very clear who is going to do this.

*Sporting Opportunities Isle of Wight*

- The Sporting Opportunities Isle of Wight Safeguarding & Welfare Officer.

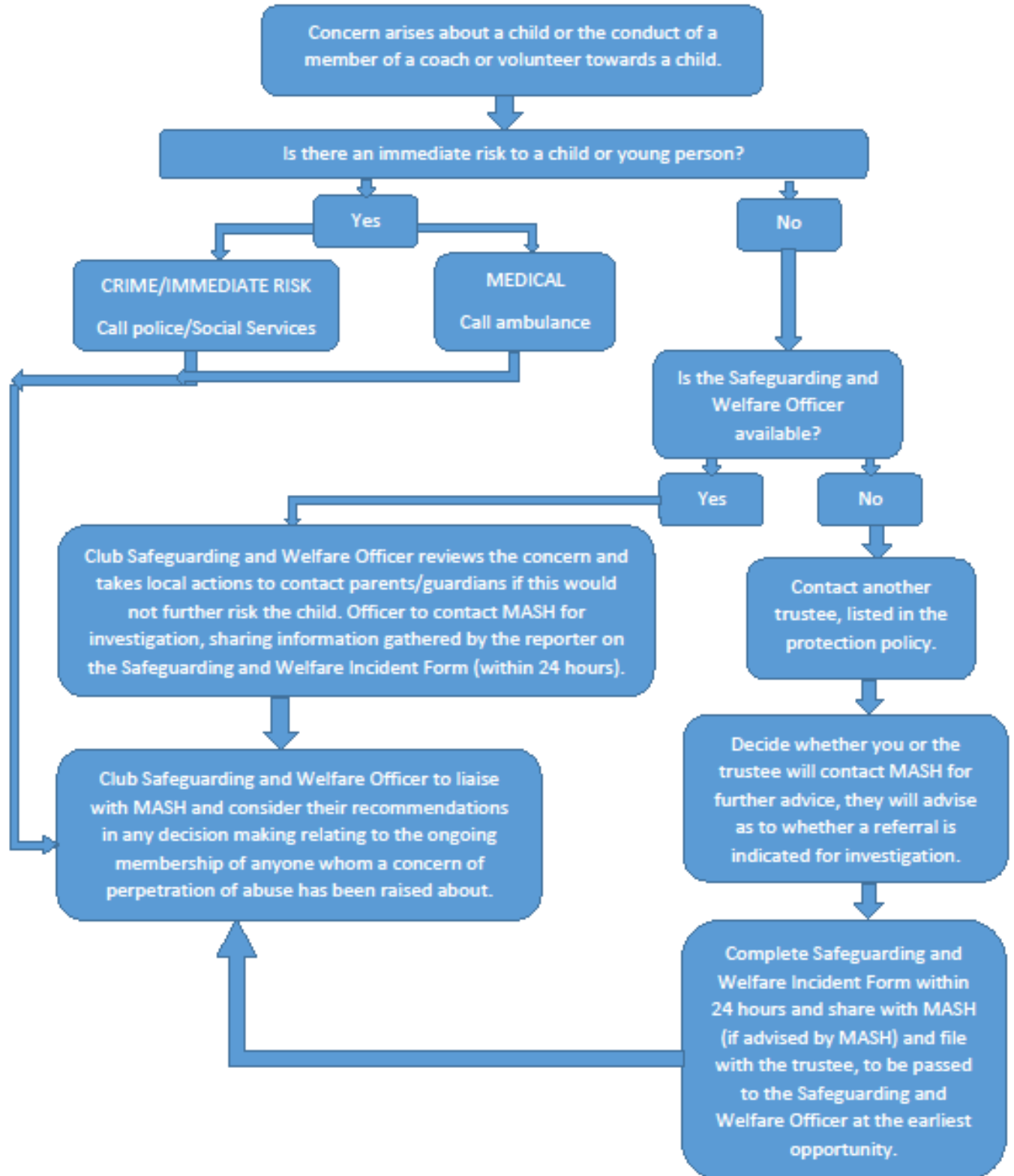
## **9. Key Contacts**

### **Sporting Opportunities Isle of Wight**

- **Deborah Percy** (*Trustee*) *Safeguarding and Welfare Officer* - [deborah@soiw.org.uk](mailto:deborah@soiw.org.uk)
- **Chris Beane** (*Trustee*) - [chris.beane@soiw.org.uk](mailto:chris.beane@soiw.org.uk)
- **David Tolley** (*Trustee*) - [dave@soiw.org.uk](mailto:dave@soiw.org.uk)

## Appendix A

### Sporting Opportunities Isle of Wight: Child Protection Procedure



**APPENDIX B: SAFEGUARDING & WELFARE INCIDENT REPORT FORM**

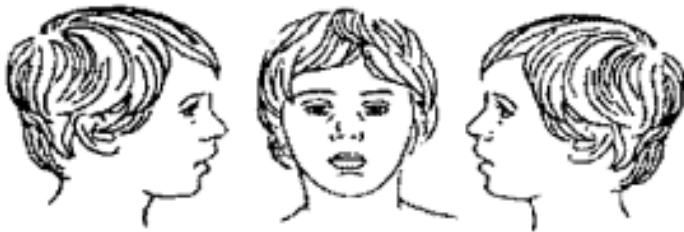
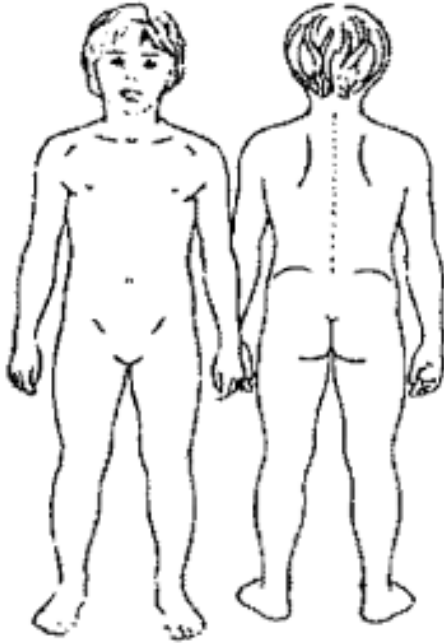
**Safeguarding and Welfare Incident Reporting Form**

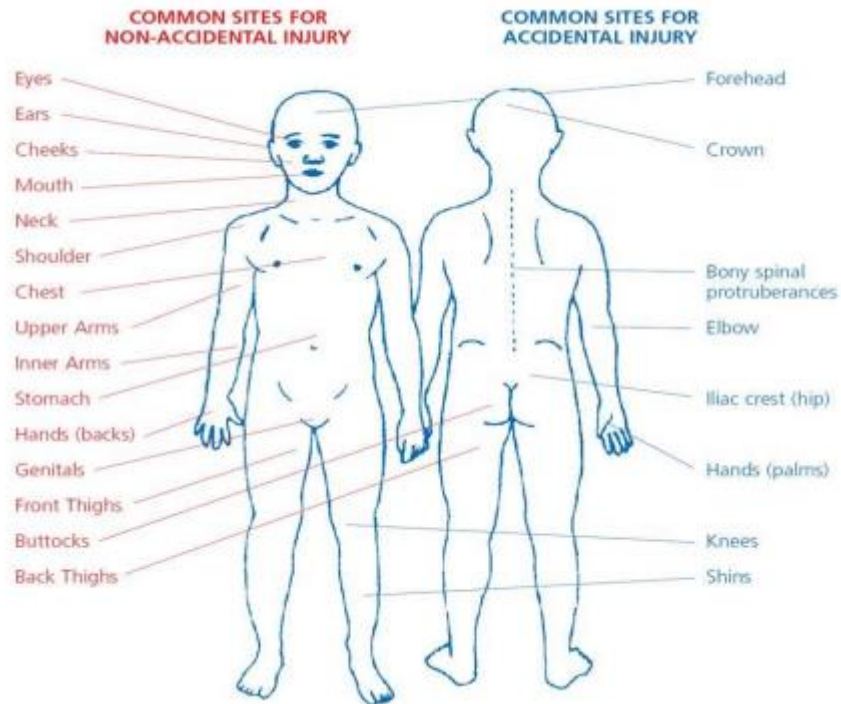
Your name:	
Your position:	Contact number:
Name of athlete/volunteer/family member:	
Gender:	
Address of athlete/ volunteer/ family member:	
Contact number:	
Parent/carer names and address (if athlete and if applicable):	
Date of birth of athlete/volunteer/family member:	
Date, time and location of any incident or disclosure:	
Name and address of anyone who witnessed the incident:	
Contact number of witness:	
Your observations – if you have observed, or an injury has been reported, please indicate on the body map attached overleaf.	



Indicate any injury on the appropriate section of the diagrams below – **DO NOT PHOTOGRAPH IT**

Description of injury:





Exactly what the athlete, volunteer, family member said and what you said: (Remember; do not lead the individual – record actual details verbatim. Include any names shared but do not ask for these if not disclosed voluntarily. Please continue on over the page if necessary).

If the athlete has given an account of this injury give details:

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Please indicate the attitude of the athlete regarding the injury:
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If the parent/carer has volunteered an account of this injury give details:
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Please indicate the attitude of the parent/carer (if notified by parent/carer) regarding this injury:
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Action taken by the S&W Officer so far:
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Further Information:
Signature:
Print Name:
Date:

Actions taken by the S&W Officer following receipt of this form:	
Decisions made and by whom:	
External agencies contacted, date, time and by whom:	
Police Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes – which: Name & contact number:  Details of advice received:
SAB/MASH Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes – which: Name & contact number:  Details of advice received:
S&W Officer Signature:	
Print Name:	
Date:	