

# Bristol & West AC

## Welfare Policy

incorporating Child Protection

### Policy Statement

Bristol & West AC believes that everyone involved in athletics should enjoy their participation and development in safety and security and with protection from abuse, maltreatment or misconduct. Every individual involved in athletics events and programmes is responsible for upholding this belief.

#### 1. Bristol & West AC

- 1.1. accepts the moral and legal responsibility to implement procedures to provide a duty of care for all people (including children) within the sport, safeguard their well-being and protect them from abuse
- 1.2. respects and promotes the rights, wishes and feelings of people taking part in athletics including young people, disabled and/or vulnerable adults
- 1.3. ensures its staff and volunteers are CRB-checked and adopt best practice in all equality issues, to safeguard and protect young people from abuse and themselves against false allegations
- 1.4. requires staff/volunteers to adopt and abide by the Welfare Policy and Child Protection Procedures \*
- 1.5. responds swiftly and appropriately to any allegations and implements the relevant disciplinary and appeals procedures
- 1.6. reviews the effectiveness of this Welfare Policy and activities each year at the Annual General Meeting.

#### The role of the club is to:

- 1.7. appoint or identify at least one Club Child Protection/Club Welfare Officer (CWO) who will take specific responsibility for welfare issues and act as the main point of contact for individuals
- 1.8. support the Club Welfare Officer in attending any local or regional course held by the appropriate organisations on the practical implementation of the policy
- 1.9. accept that all officers and committee members have responsibilities for upholding the policy and procedures and for responding to any suspected breaches of it
- 1.10. ensure that, if the Club learns that a volunteer has been convicted of abuse, then it will refuse help from that person who has been so convicted

- 1.11. wherever possible involve children and parents in the development of policies, procedures, codes of conduct and the general implementation of welfare
- 1.12. amend poor practice (see Codes of Conduct in Child Protection Procedures)
- 1.13. implement appropriate recommendations from UKA relating to welfare and/or child protection
- 1.14. through the club CWO, or a member of the Management Committee in the absence of the CWO, inform the social services or police without delay if a concern about child abuse is identified. If the concern is about the CWO, then the person with concerns, or being informed of them, should immediately contact the local social services or the police and then inform the UKA Welfare Officer
- 1.15. ensure that contact details for social services, the police and NSPCC are made available to all club organisers, coaches and officials
- 1.16. maintain confidentiality of those disclosing information, those accused of misconduct and any alleged victims
- 1.17. for general misconduct cases (non welfare) appoint a disciplinary panel, operate this in accordance with the Grievance and Disciplinary Procedures \*\*
- 1.18. refer disciplinary cases which are related to athletics welfare to UKA welfare team
- 1.19. refer other disciplinary cases to the disciplinary panel as appropriate.

## **2. The role of the Club Welfare Officer is to:**

- 2.1. implement the Welfare Policy on behalf of the Club
- 2.2. ensure that all club helpers/officials/coaches complete a Declaration (CP9) \*\*\*
- 2.3. send a copy of any such forms to UKA on request
- 2.4. receive and advise on reports or disclosures from club members
- 2.5. work with UKA and partners when requested to ensure CRB process is in place
- 2.6. initiate action, ensuring that all appropriate persons have been contacted
- 2.7. keep the confidentiality of information on any matters referred but make them available to UKA WO, Social services or the Police as necessary
- 2.8. maintain up to date knowledge of welfare and child protection issues with support from UKA
- 2.9. refer all media enquiries about suspected or reported abuse or poor practice to UKA.

\* see full Child Protection Policy

\*\* the Management Committee intends to formulate a new section in the Club Constitution to set up a disciplinary panel as described in section 1.17 at the 2008 AGM

\*\*\* this is a section of the full Child Protection Policy