



Safeguarding Policy

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Scope

This policy applies to all club members, staff, volunteers, coaches, and anyone associated with the club's activities, events, and facilities. It includes both on-site and off-site activities, as well as online and virtual interactions.

1.0 Introduction

The Churchdown Club is committed to ensuring the safety and well-being of all individuals, especially children, young people, and vulnerable adults, who participate in our activities. This Safeguarding Policy outlines the club's responsibility to safeguard individuals from harm, including abuse, neglect, exploitation, and bullying, and ensures that everyone associated with the club understands their role in protecting vulnerable members.

The Churchdown Club believes that it is always unacceptable for a child, young person, or vulnerable adult to experience abuse of any kind and recognizes its responsibility to safeguard the welfare of all individuals by promoting a culture of openness, safety, and protection.

2.0 Definitions

- **Child:** Any person under the age of 18.
- **Vulnerable Adult:** A person aged 18 or over who is or may be in need of care services due to disability, age, illness, or who is unable to take care of or protect themselves from harm.
- **Safeguarding:** The protection of children, young people, and vulnerable adults from abuse, neglect, exploitation, and harm.



3.0 Roles and Responsibilities

3.1 Club Committee

- Ensure the implementation and regular review of the Safeguarding Policy.
- Provide the necessary resources for safeguarding training and procedures.
- Ensure all Staff, Volunteers and Coaches are aware of their safeguarding responsibilities.

3.2 Designated Safeguarding Officer (DSO)

- Act as the main point of contact for safeguarding concerns.
- Ensure safeguarding training is provided to all relevant individuals.
- Liaise with external agencies, such as social services or the police, when necessary.
- Maintain records of safeguarding concerns and actions taken.

3.3 Staff, Volunteers and Coaches

- Be familiar with and adhere to the Safeguarding Policy.
- Report any safeguarding concerns or incidents to the DSO immediately.
- Ensure that all activities are conducted in a safe and respectful environment.
- Promote the well-being and welfare of all participants.

4.0 Recruitment and Training

- All Staff, Volunteers and Coaches involved in activities with children or vulnerable adults will be required to undergo background checks, including criminal records checks (e.g., DBS in the UK).
- Regular safeguarding training will be provided to ensure all personnel understand how to identify and respond to potential safeguarding issues.
- Clear role descriptions and expectations will be provided for all Staff, Volunteers and Coaches

5.0 Code of Conduct

- All Club Members, Staff, Volunteers and Coaches are expected to treat each other with respect, fairness, and dignity.
- Any form of physical, emotional, or verbal abuse, bullying, or discrimination is strictly prohibited.
- Volunteers and Coaches must maintain appropriate boundaries with all participants, avoiding any behaviour that could be misinterpreted or harmful.

6.0 Recognising and Responding to Abuse

Abuse can take many forms, including physical, emotional, sexual, financial, and neglect. All Club Members, Staff, Volunteers, and Coaches are expected to be vigilant and report any concerns regarding abuse, whether they occur within or outside the club's activities.



6.1. Reporting Concerns

- Any concerns about the welfare of a child, young person, or vulnerable adult must be reported to the DSO without delay.
- If immediate danger is suspected, contact emergency services immediately.
- The club will ensure confidentiality is maintained where appropriate, but concerns may need to be shared with relevant agencies (e.g., social services) to protect individuals at risk.

6.2. Procedures for Handling Allegations

- Allegations or concerns about Club Members, Staff, Volunteers, or Coaches will be taken seriously and investigated promptly.
- The DSO will liaise with external agencies, such as the police or social services, to ensure appropriate action is taken.
- The accused individual may be suspended during the investigation to protect the welfare of the individual(s) at risk.

7.0 Safer Activities and Environments

- All club activities will be assessed for risk, and appropriate safety measures will be implemented to minimize risks.
- There will always be adequate supervision during activities involving children or vulnerable adults.
- The club will ensure that appropriate safeguarding measures are in place during online or virtual activities.

8.0 Confidentiality and Information Sharing

- All safeguarding concerns will be handled with discretion and shared only with those who need to know to protect the welfare of the individual.
- Information will be stored securely, and access will be restricted to authorized personnel.
- The club will comply with data protection laws when handling personal information

9.0 Contact Details

- Designated Safeguarding Officer (DSO) – Charlotte Nourse
manager@churchdownclub.co.uk
- Local Authority Safeguarding Team (Children)
01452 426565
- Local Authority Safeguarding Team (Vulnerable Adults)
01452 426868
- In an emergency call 999 or phone the police on 101



10.0 Review

This Safeguarding Policy will be reviewed annually or in response to any significant changes in legislation or best practices. The Club Committee, in consultation with the DSO, will be responsible for ensuring the policy remains up to date and effective.

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