



## Manchester Girls FC

### Safeguarding Children Policy

Manchester Girls Football Club 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 football activity. We subscribe to The Football Association's (The FA) Safeguarding Children – Policy and Procedures and endorse and adopt the Policy Statement contained in that document.

**The key principles of The FA Safeguarding Children 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, race, sexual orientation, faith or belief
- 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/carers is essential.

The FA and Manchester Girls Football Club are committed to working in partnership with the Police, Social Services and the Local Safeguarding Children's Boards (LSCB & ACPC) in accordance with their procedures.

We acknowledge that every child or young person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse. Malpas & District Junior Football Club recognises that this is the responsibility of every adult involved in our club.

Football Club has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or social and emotional harm and from neglect or bullying. It is noted and accepted that The Football Association's Safeguarding Children Regulations (see The FA Handbook) applies to everyone in football whether in a paid or voluntary capacity. This means whether you are a volunteer, match official, helper on club tours, football coach, club official or medical staff.

## **Safer Recruitment of Volunteers in Grassroots Football**

We endorse and adopt The FA's Responsible Recruitment guidelines for recruiting volunteers taken from [www.TheFA.com/FootballSafe](http://www.TheFA.com/FootballSafe) and we will

- Planning, the club will draw up a role profile, which will highlight the main areas of the voluntary role, this will include the skills and experience that will be needed to fulfil the requirements of the role.
- The club's recruitment process will be implemented to ensure every applicant is treated in a fair and consistent manner.
- The 'Volunteer Application Form (Appendix 1)' is utilised to collect the applicant information.
- At least two officials will work together to consider the application form is scrutinised fairly and equitably.
- Identification documents to confirm the identity of the applicant will be requested (e.g. photo ID - passport or driving license).

- As a minimum meet and chat with the applicant(s) and where possible interview people before appointing them (2 Manchester Girls FC officials to be present). This provides an opportunity to further gain additional information in support of the application and/or validate details declared on the application form.
- Two references will be requested from individuals who are not related to the applicant (one reference should be associated with the applicant's place of work and one that demonstrates that the individual has been involved in sport. All references must be followed up.
- In line with the FA policy an FA Disclosure & Barring Service (DBS) Enhanced Disclosure will be conducted.

All current Manchester Girls FC members who are regularly caring for, supervising, training or being in sole charge of children and young people will be required to complete a DBS Enhanced Disclosure via The FA DBS Unit. If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of Malpas & District Junior Football Club guidance will be sought from The Football Association. It is noted and accepted that The FA will consider the relevance and significance of the information obtained via The FA DBS Unit Enhanced Disclosure and that all decisions will be made in the best interests of children and young people.

It is accepted that The FA 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. This is to prevent direct sexual or physical harm to children and to minimise the risk of 'grooming' within football.

Manchester Girls FC has appointed a Child Welfare Officer in line with The FA's role profile and required completion of the Safeguarding Children and Welfare Officers Workshop. The post holder will be involved with Welfare Officer training provided by The FA and/or County FA. The Club Welfare Officer is the first point of contact for all club members regarding concerns about the welfare of any child or young person. The Club Welfare Officer will liaise directly with the County FA (CFA) Welfare Officer and will be familiar with the

procedures for referring any concerns. They will also play a proactive role in increasing awareness of Respect, poor practice and abuse amongst club members.

We acknowledge and endorse The FA's identification of bullying as a category of abuse. Bullying of any kind is not acceptable at our club. If bullying does occur, all players or parents/carers should be able to tell and know that incidents will be dealt with promptly. Incidents need to be reported to the Club Welfare Officer in cases of serious bullying the CFA Welfare Officer may be contacted.

Manchester Girls Football Club supports The FA's Whistle blowing Policy. Any adult or young person with concerns about a colleague can 'whistle blow' by contacting The FA Safeguarding Team on 020 7754 4771, by writing to The FA Case Manager at The Football Association, 25 Soho Square, London, W1D 4FA, or alternatively by going direct to the Police, Children's Social Care or the NSPCC. Malpas & District Junior Football Club encourages everyone to know about it and utilise it if necessary.

**Respect** codes of conduct for Players, Parents/Spectators, Officials and Coaches have been implemented by Malpas & District Junior Football Club. In order to validate these Respect codes of conduct the club has clear actions it will take regarding repeated or serious misconduct at club level and acknowledges the possibility of potential sanctions which may be implemented by the County FA in more serious circumstances.

### **Use of cameras and videos at match games**

Managers must always ask the Manager from the opposing team before allowing parents / spectators to take photos or videos. The opposition Manager MUST then inform the spectators before the match commences.

Parental consent will be sought prior to the use of a player's image if it is to be used in the public domain e.g. club website, social media (if applicable) or newspaper article. A Consent Form is completed by all parents or guardians at the beginning of the season to control use of players' images. Parents are strongly discouraged from posting photos on their own social media that include images of other players.

## **Reporting your concerns about the welfare of a child or young person**

Safeguarding is everyone's responsibility if you are worried about a child it is important that you report your concerns – no action is not an option.

If you are worried about a child, then you need to report your concerns to the Child Protection Welfare Officer.

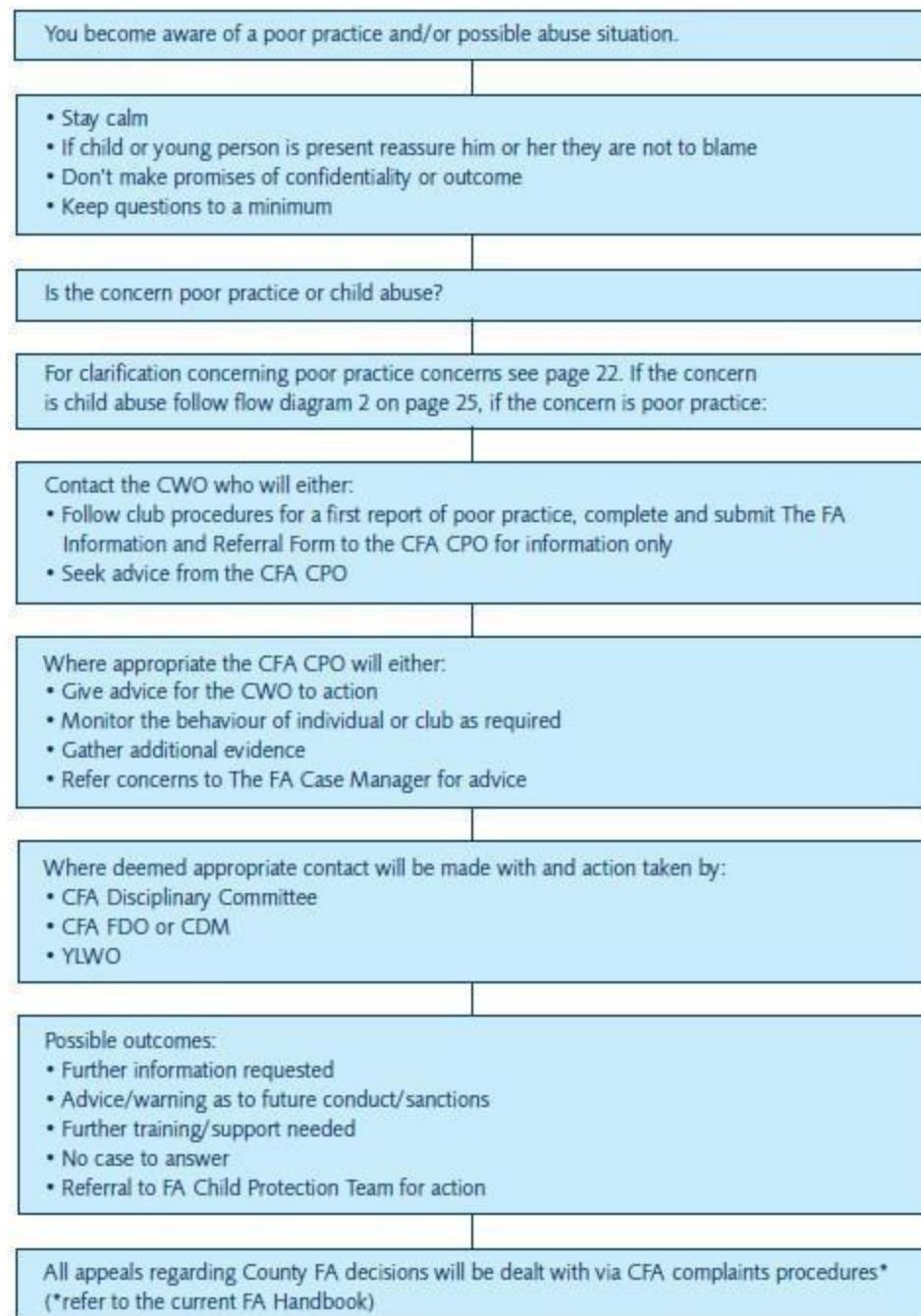
If the issue is one of poor practice the Child Protection Welfare Officer will either:

- deal with the matter themselves or
- seek advice from the CFA Welfare Officer

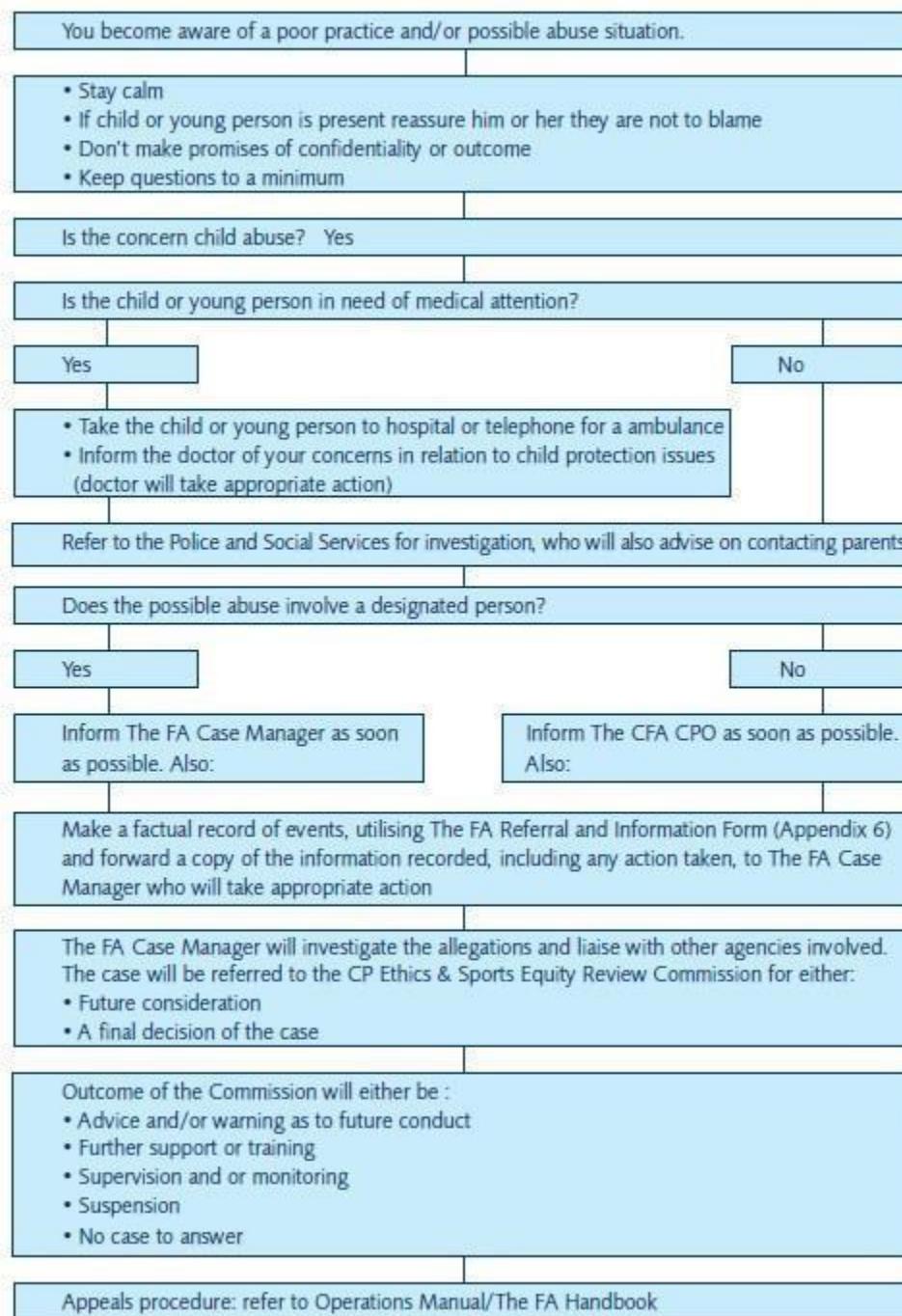
If the concern is more serious – possible child abuse, where possible, contacts the CFA Welfare Officer first, then immediately contact the Police or Children's Social Care.

**Follow the advice on the flow chart taken from The FA Safeguarding Children and Young People in Football, Child Protection Policy, Procedures Implementation Guidance for Grassroots Football**

### 5.2.3 Flow diagram 1; dealing with possible poor practice in a football setting



#### 5.2.4 Flow diagram 2; dealing with possible child abuse in a football setting



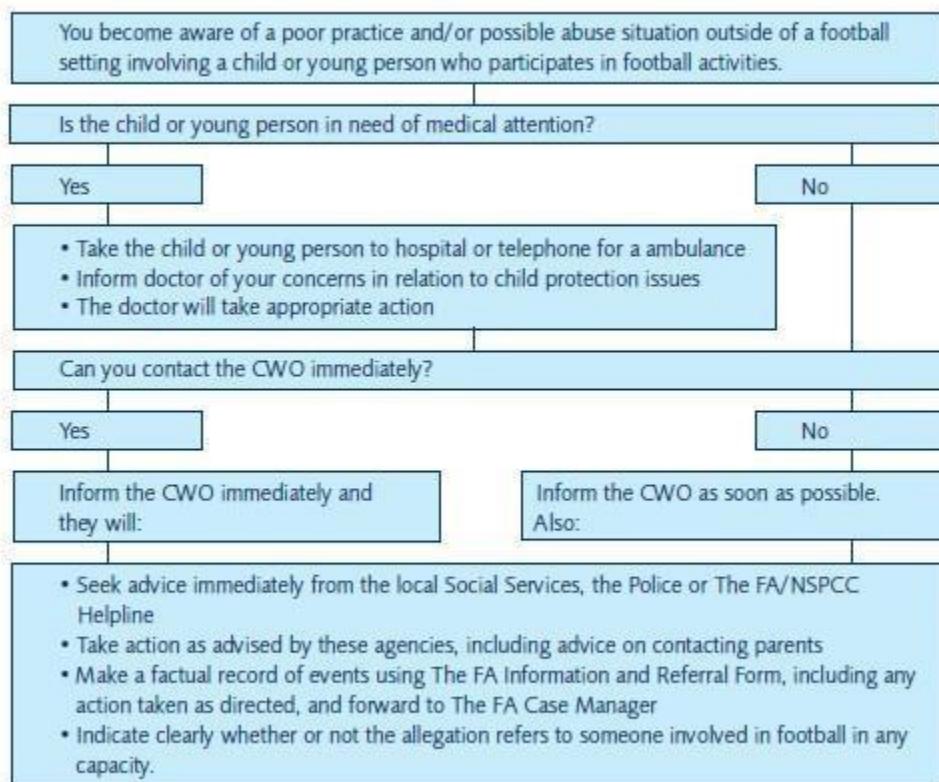
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## Concerns Outside of a Football Setting

You may receive information regarding the welfare of a child or young person who is involved in football, yet the concern itself does not relate to someone within the game. In these circumstances (e.g. the concern relates to the child's home or social setting other than football) you need to follow The FA Procedures outline below.

- ❖ Follow the guidance on page 20 (5.1) if the child or young person informs you directly
- ❖ If your concerns are via a third person or through observation, report your concerns directly to the CWO.
- ❖ If you are unable to contact the CWO immediately or the CFA CPO refer your concerns directly to local Social Services or to the local Police.
- ❖ These agencies will advise you whether a formal referral to Social Services is necessary and what further action you might need to take. If you are advised to make a formal referral, make it clear to Social Services or the Police that this is a child protection referral.
- ❖ Make a factual record of events using The FA Information and Referral Form including any action as directed, indicating clearly whether or not the allegation refers to someone involved in football. Forward this to The FA Case Manager.

#### 5.2.6 Flow diagram 3; dealing with concerns outside of a football setting



If the child needs immediate medical treatment take them to a hospital or call an ambulance and tell them this is a child protection concern. Let your Child Protection Welfare Officer know what action you have taken, they in turn will inform the CFA Welfare Officer.

If at any time you are not able to contact your Child Welfare Officer, or the matter is clearly serious then you can either:

- contact your CFA Welfare Officer directly
- contact the Police or Children's Social Care
- call the NSPCC 24-hour Helpline for advice on 0808 800 500 or text 88858 or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

NB – The FA's Safeguarding Children Policy and Procedures are available via [www.TheFA.com/Footballsafe](http://www.TheFA.com/Footballsafe) click on the 'downloads' under Policy and Procedures. The policy outlines in detail what to do if you are concerned about the welfare of a child and includes flow diagrams which describe this process. How to make a referral is also covered in the Safeguarding Children workshop. Participants are given the opportunity to discuss how this feels and how best they can prepare themselves to deal with such a situation. For more information on this workshop contact your County Welfare Officer.

Further advice on Safeguarding Children matters can be obtained from: Manchester Girls Football Club Child Welfare Officer Scott Grimshaw

Telephone : 07967 463362

Email : [cwo.mgfc@gmail.com](mailto:cwo.mgfc@gmail.com)

County Football Association's Welfare Officer – Telephone Email  
[manchesterfa.com](http://manchesterfa.com)

- [www.TheFA.com/Footballsafe](http://www.TheFA.com/Footballsafe)
- Emailing – [Footballsafe@TheFA.com](mailto:Footballsafe@TheFA.com)
- The FA Safeguarding Children general enquiry line 0845 210 8080

For further information please refer to <http://www.fcabbeymeads.co.uk/wp-content/uploads/2018/09/Safeguarding-Children-1.pdf>

Signed: Chairman

Club Welfare Officer

Date Agreed:

Review Date: