

# WESTFIELD & DISTRICT CRICKET & SPORTS CLUB

Private Ground: GREENMEADS, WESTFIELD, WOKING, SURREY, GU22 9QJ

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## SAFEGUARDING & CHILD PROTECTION AND ADULTS AT RISK POLICY

### **Part 1 - Safeguarding and Child Protection Policy**

Westfield & District Cricket & Sports Club has considered its responsibilities to the young people participating in bowls & cricket at our premises and within our club very carefully, and has produced the following Policy and underpinning procedures in order to set out the standards we wish to uphold in providing activities for children and safeguarding the welfare of children in our care.

Westfield & District Cricket & Sports Club affiliates to the National Governing Bodies and the Club recognises the policies of their Governing Bodies, as set out in the "Safeguarding Bowls Guidelines" and the ECB's "Safe Hands - Cricket's Policy for Safeguarding Children".

#### **1. Policy Statement**

Westfield & District Cricket & Sports Club acknowledges its duty of care to safeguard the welfare of all young people (defined as those under 18) involved in bowls & cricket within the club. All young people have a right to protection, and to have their particular needs taken into account.

Westfield & District Cricket & Sports Club will therefore endeavour to ensure the safety and protection of all young people involved with the club through the Child Protection guidelines adopted by the Management Committee of the club and will appoint a Club Welfare Officer. It is the responsibility of all adults within the club to assist the Management Committee in this endeavour.

#### **2. Policy Aims**

- To provide young people with appropriate safety and protection whilst in the care of the club and also help them to enjoy their experience of the sport of bowls & cricket.
- To reassure parents that their children will receive the best practicable care possible whilst participating in activities within the club.
- To provide support to club members and volunteers to make informed and confident responses to specific child protection issues and to fulfil their role effectively.

#### **3. Principles**

- The welfare of young people is paramount.
- All young people, whatever their age, culture, disability, gender, language, ethnic origin and religious beliefs have the right to protection from abuse.
- All suspicions and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.

- All staff and volunteers working in bowls have a responsibility to report concerns to their Club Welfare Officer.
- Adults – club members, volunteers, coaches, referees and members will be supported to understand their role and responsibility with regard to the duty of care and protection of young people by the club and the National Governing Body.
- Individuals will receive support through education and training, coordinated by the club/national governing bodies to be aware of and understand best practice and how to manage any welfare or child protection issues that may come to light.
- The Club will work in partnership with young people and parents to review and implement child protection and safeguarding procedures.
- The Club will ensure access to confidential information relating to child safeguarding matters is restricted to those who need to know in order to safeguard children, e.g Club Welfare Officer, appropriate external authorities, etc
- The Club's policy and procedures are based on the above principles and UK and international legislation and government guidance and take the following into consideration:
  - a) The Children Act 1989 and 2004.
  - b) Working Together to Safeguard Children 2015.
  - c) The UN Convention on the Rights of the Child.
  - d) Any subsequent legislation relating to child protection would implicitly be incorporated into this document.

#### **4. Responsibilities and Communication**

- The Westfield & District Cricket & Sports Club Child Protection Policy will be available to all members, parents, staff, volunteers and participants.
- The Policy will be reviewed every three years by the Management Committee and amended as appropriate. Guidance from Bowls National Governing Bodies will be sought as part of the review process.
- The Management Committee has responsibility for ensuring that the policy and procedures are implemented, including referring any appropriate disciplinary action to the national governing body as appropriate.
- Parents have a responsibility to work together with the club in implementing procedures and providing their children with the necessary information to keep themselves safe.
- The Club Welfare Officer has responsibility for responding to any allegations, concerns or child protection incidents, passing information to the appropriate NGB Safeguarding Officer and informing the appropriate club staff where relevant.
- The Club Welfare Officer\* is available:
  - a) As the first point of contact for parents, children and volunteers/staff of the club
  - b) As a local source of procedural advice for the club, its committee and members
  - c) As the main point of contact within the club for the Safeguarding Teams of both cricket (ECB – County Welfare Officer) and Bowls (NGB – Safeguarding Officer)
  - d) As the main point of contact within the club for relevant external agencies in connection with child safeguarding

\*Details of the County Welfare Officer/NGB Safeguarding Officer are available in case the Club Welfare Officer is unavailable or the concern relates to the Club Welfare Officer

## **Part 2 - Safeguarding Adults at Risk Policy**

Westfield & District Cricket & Sports Club affiliates to the National Governing Body and the Club recognises the policies of their Governing Body, as set in out in the "Safeguarding Bowls Guidelines".

### **Policy Aims**

- The purpose of this policy is to outline the duty and responsibility of staff/ volunteers working on behalf of the Westfield & District Cricket & Sports Club in relation to Safeguarding Adults at risk.
- All adults have the right to be safe from harm and must be able to live free from fear of abuse, neglect and exploitation.

### **Objectives**

- Everyone who participates in bowls & cricket is entitled to do so in a safe and enjoyable environment.
- The Club is committed to helping everyone in bowls & cricket accept their responsibility to safeguard adults at risk, from harm and abuse.
- All suspicions and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.
- Staff and volunteers working with adults at risk in bowls have a responsibility to report concerns to their Club Welfare Officer.

### **Definition of an Adult at Risk**

- An Adult (a person aged 18 or over) who 'is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation'.  
(*Definition from the Department of Health 2002*)
- This could include people with learning disabilities, mental health problems, older people and people with a physical disability or impairment. It may also include victims of domestic abuse, hate crime and anti- social behaviour. The persons' need for additional support to protect themselves may be increased when complicated by additional factors, such as, physical frailty or chronic illness, sensory impairment, challenging behaviour, drug or alcohol problems, social or emotional problems, poverty or homelessness.

### **Types of Abuse**

The Department of Health in its 'No Secrets' 2000 report suggests the following as the main types of abuse:

- a) **Physical abuse** - including hitting, slapping, pushing, kicking, misuse of medication, restraint, or inappropriate sanctions.
- b) **Sexual abuse** - including rape and sexual assault or sexual acts to which the vulnerable adult has not consented or could not consent or was pressured into consenting.
- c) **Psychological abuse** - including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling,

intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

- d) **Financial or material abuse** - including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.
- e) **Neglect and acts of omission** - including ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.
- f) **Discriminatory abuse** - including race, sex, culture, religion, politics, that is based on a person's disability, age or sexuality and other forms of harassment, slurs or similar treatment, hate crime.
- g) **Institutional abuse** - Institutional abuse although not a separate category of abuse in itself, requires specific mention simply to highlight that adults placed in any kind of care home or day care establishment are potentially vulnerable to abuse and exploitation. This can be especially so when care standards and practices fall below an acceptable level as detailed in the contract specification.
- h) **Multiple forms of abuse** - Multiple forms of abuse may occur in an ongoing relationship or an abusive service setting to one person, or to more than one person at a time, making it important to look beyond single incidents or breaches in standards, to underlying dynamics and patterns of harm. Any or all of these types of abuse may be perpetrated as the result of deliberate intent and targeting of adults at risk, negligence or ignorance.

## **Responsibilities and Communication**

- The Westfield & District Cricket & Sports Club Safeguarding Policy will be available to all members, parents, staff, volunteers and participants. It is important that adults at risk are protected from abuse. All complaints, allegations or suspicions must be taken seriously with the Club Welfare Officer passing information to the appropriate NGB Safeguarding Officer and informing the appropriate club staff where relevant.
- The Club has responsibility for ensuring that the policy and procedures are implemented, including referring any appropriate disciplinary action to the national governing body as appropriate.

## **The Role of Key Individual Agencies**

- **Adult Social Services** - The Department of Health's recent 'No secrets' guidance document requires that authorities develop a local framework within which all responsible agencies work together to ensure a coherent policy for the protection of vulnerable adults at risk of abuse. All local authorities have a Safeguarding Adults Board, which oversees multi-agency work aimed at protecting and safeguarding vulnerable adults. It is normal practice for the board to comprise of people from partner organisations who have the ability to influence decision making and resource allocation within their organisation.
- **The Police** - The Police play a vital role in Safeguarding Adults with cases involving alleged criminal acts. It becomes the responsibility of the police to investigate allegations of crime by preserving and gathering evidence.

Where a crime is identified, the police will be the lead agency and they will direct investigations in line with legal and other procedural protocols.

## Legal Framework

- ❖ <http://www.legislation.gov.uk/ukpga/2014/23/introduction/enacted> - The Care Act 2014 sets out a clear legal framework for how local authorities and other parts of the system should protect adults at risk of abuse or neglect. Each Local Authority must have a Safeguarding Adults Board (SAB), in much the same way of Local Safeguarding Children Boards (LSCB). They must lead a multi-agency system that seeks to prevent abuse and neglect and stop it quickly when it happens which includes the NHS, police and Social Care. The Safeguarding Adults Boards (SAB) must meet regularly, develop shared safeguarding plans and publish an annual review of progress. They will carry out Safeguarding Adults Reviews in some circumstances relating to safeguarding failures. The Act also introduces a responsibility for Local Authorities to make enquiries and take any necessary action if an adult with care and support needs could be at risk, even if that adult isn't receiving local authority care and support.
- ❖ Human Rights Act 1998, the Mental Capacity Act 2005 and Public Interest Disclosure Act 1998
- ❖ Data Protection Act 1998, Freedom of Information Act 2000, Safeguarding Vulnerable Groups Act 2006, Deprivation of Liberty Safeguards, Code of Practice 2008
- ❖ The Mental Capacity Act 2005, covering England and Wales, provides a statutory framework for people who lack capacity to make decisions for themselves, or who have capacity and want to make preparations for a time when they may lack capacity in the future. It sets out who can take decisions, in which situations, and how they must go about this.

## Safeguarding Contacts & Useful Websites

**Club Welfare Officer** – Barbara Kashiwazaki  
e-mail: [barbiebut1@live.co.uk](mailto:barbiebut1@live.co.uk) Tel: 07914 548507

**County Welfare Officer (ECB)** – Heidi Langrish  
e-mail: [cwo@surreycricket.com](mailto:cwo@surreycricket.com) Tel: 07773 394218

**NGB Safeguarding Officer (Bowls England)** - Alistair Hollis  
e-mail: [alistairhollis@bowlsengland.com](mailto:alistairhollis@bowlsengland.com) Tel: 07765 050408

**NSPCC** Contact: Tel 0808 800 500; [www.thecpsu.org.uk](http://www.thecpsu.org.uk) or [www.nspcc.org.uk](http://www.nspcc.org.uk)  
e-mail [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

**ChildLine** (a free 24hr helpline for children): Tel 0800 1111; [www.childline.org.uk](http://www.childline.org.uk)

**MASH (Multi-Agency Safeguarding Hub)**  
(children's based at Guildford Police Station) – [mash@surreycc.gov.uk](mailto:mash@surreycc.gov.uk) –  
(adults' now based at Millmead House, Guildford) [ascmash@surreycc.gov.uk](mailto:ascmash@surreycc.gov.uk)  
Contact: (children & adults): 0300 470 9100; out of hours 01483 517898

**The Police** (non-emergency) – dial 101

**Surrey Safeguarding Children Board** - [www.surreyscp.org.uk](http://www.surreyscp.org.uk)

**Surrey Safeguarding Adults Board** - [www.surreysab.org.uk](http://www.surreysab.org.uk)

These sites have other relevant Safeguarding links

### **Monitoring and Review**

- This policy will be reviewed one year after being introduced and then every three years or in response to significant new legislation by the Management Committee and amended as appropriate. Guidance from the Cricket and Bowls National Governing Bodies will be sought as part of the review process.
- The policy will be monitored in partnership with the Cricket and Bowls National Governing Bodies and Bowls Development Alliance procedures.

**This Policy was adopted and agreed by the Westfield & District Cricket & Sports Club Committee;**

**Signed:**  **Name: John Osgood**

**Officer Position: Chairman Date: 28<sup>th</sup> April 2020**