

Safeguarding policy template

Accredited Professional Coaches

A template safeguarding policy that can be used by BHS Accredited Professional Coaches

More advice is available <http://www.bhs.org.uk/our-charity/about-us-and-our-work/working-with-the-law/safeguarding-children>

..... (coach) fully accept my legal and moral obligation under The Children Acts (1989) and (2004), to provide a duty of care to protect all children and safeguard their welfare, irrespective of age, sex, disability, race, parental or marital status, pregnancy, religion or belief, creed, sexual orientation and gender reassignment.

A child/young person is defined as a person under the age of 18 (the Children Act 1989).

..... (coach) fully adopts the BHS Safeguarding Policy (Children and Young People).

Aims

The aims of the BHS Accredited Professional Coach's Safeguarding Policy are:

- To ensure robust safeguarding arrangements and procedures are in operation to provide children and young people with appropriate safety and protection whilst employing the services of (coach), allowing them to participate in a fun, safe environment and in an atmosphere of fair play.
- To take all reasonable, practical steps to protect children and young people from harm, discrimination and degrading treatment and respect their rights, wishes and feelings.
- To ensure everyone understands their roles and responsibilities in respect of safeguarding and are provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people.
- To ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern. All concerns or allegations of poor practise or abuse are taken seriously and responded to swiftly and appropriately. It is the responsibility of child protection experts to determine whether or not abuse has taken place but it is everyone's responsibility to report it.
- To ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored.
- To maintain high standards of behaviours and good practise through compliance with the BHS coach code of conduct and the BHS codes of conduct for parents/guardians, junior members and volunteers. Failure to comply with the policy and procedures will be addressed without delay and concerns about the process should initially be raised with me as the coach and if not satisfactory the BHS Education Department in conjunction with the BHS Safeguarding Team if necessary.

The policy will be reviewed every three years, or in the following circumstances:

- Changes in legislation and/or government guidance.
- As required by the Local Safeguarding Children Board, BHS and the BEF.
- As a result of any other significant change or event.

BHS Safeguarding Policy Template - APC

A BHS Accredited coach must:

- Have access to contact details for Children's Services, the Police and the BHS Safeguarding Team.
- To follow the BHS Safeguarding Policy for procedures for recording and reporting information as required.
- To advise the BHS Lead Safeguarding Officer of any allegations or complaints made in relation to child protection and safeguarding and to implement BHS's Safeguarding procedure as appropriate.
- To ensure that Under 18 clients and their parents/guardians are aware of the Accredited Professional Coach Safeguarding Policy and Procedures and how to access them.
- To attend where appropriate education and training in safeguarding on a regular basis.
- To ensure that codes of conduct are in place for junior clients and their parents/guardians
<http://www.bhs.org.uk/our-charity/working-with-the-law/safeguarding-children>
- To ensure confidentiality is maintained and information is only shared on a 'need to know' basis.

Communication

..... (coach) will make available their Safeguarding Policy and Procedures to all clients and their parents/guardians and it will appear in full on the (coach) website.

Training

Instructors/coaches working with children must undertake the BEF approved safeguarding training (or recognised equivalent) course within the last 3 years. Refresher training must be completed every three years via either the BEF approved online training portal or a further face to face course.

Criminal Record checks

Instructors/coaches who teach/coach Under 18s must hold a current certificate through the Disclosure and Barring Service, Disclosure Scotland or Access NI as appropriate.

Certificates must be renewed every three years.

Further information and links

BHS Safeguarding Team
02476 840746
safeguarding@bhs.org.uk
Confidential email: cpleadofficer@bhs.org.uk

Childline 0800 1111

NSPCC 0808 800 5000

Documents

Please see BHS website for useful templates and documents

<http://www.bhs.org.uk/our-charity/working-with-the-law/safeguarding-children>

Criminal record check information

BHS Safeguarding Policy Template - APC

England and Wales

<http://www.bhs.org.uk/our-charity/working-with-the-law/criminal-record-checks-england-and-wales>

Scotland

<http://www.bhs.org.uk/our-charity/working-with-the-law/criminal-record-checks-england-and-wales/scotland>

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