

SAFEGUARDING AND PROTECTING YOUNG PEOPLE POLICY

(including children and vulnerable adults)

**In partnership with the National Society for the Prevention of Cruelty to
Children Child Protection in Sport Unit**

May 2009

Safeguarding and Protecting Young People Policy

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Introduction

BADMINTON England is committed to creating and maintaining a safe and positive environment for all young people to play badminton. It accepts its responsibility to safeguard the welfare of all young people¹ and protect them from poor practice, abuse and bullying.

BADMINTON England Safeguarding and Protecting Young People in Badminton policy and procedures apply to all individuals involved, whether paid or in a voluntary capacity. Everyone in badminton has a responsibility to safeguard and protect young people within the sport.

Principles

The guidance given in the procedures is based on the following principles:

- All young people and vulnerable adults, regardless of age, ability or disability, gender, race, religion, ethnic origin, social status or sexual orientation have the right to be protected from abuse²
- The safety and welfare of young people and vulnerable adults is paramount
- The rights, dignity and worth of all young people and vulnerable adults should always be respected
- All allegations will be taken seriously and responded to quickly in line with Badminton England's Policy and Procedures
- It is the responsibility of safeguarding and child protection experts to determine whether or not abuse has taken place but it is everyone's responsibility to act appropriately and report concerns
- Badminton England recognises the role and responsibilities of the statutory agencies in safeguarding young people and vulnerable adults and is committed to complying with the procedures of the Local Safeguarding Children Boards³
- Working in partnership with parents and carers is essential for the safeguarding and protection of young people
- All young people have a right to play the game of Badminton in an enjoyable and safe environment
- BADMINTON England Safeguarding and Protecting Young People Policy and Procedures are mandatory and all regions, counties and affiliated clubs are required to appoint an appropriate Welfare Officer to ensure that best practice is promoted and that implementation of this policy, procedures and guidance is supported at each level of the sport.

¹ Young People will mean children young people and vulnerable adults throughout all Badminton England Safeguarding and Protecting Young People policies, procedures and documentation

² Anyone under the age of 18 will be considered a child or young person in relation to Safeguarding and Protecting Young People

³ Local Safeguarding Children's Boards are the key statutory mechanism for agreeing how the relevant organisations in each local area will co-operate to safeguard and promote the welfare of children in the locality. The core membership of LSCBs is set out in the Children Act 2004, and includes local authorities, health bodies, the police and others. The objective of LSCBs is to coordinate and to ensure the effectiveness of their member agencies in safeguarding and promoting the welfare of children

Guidance and Legislation

The practices and procedures within this policy and documentation are based on the principles contained within UK and International legislation and Government Guidance and have been developed to complement Local Safeguarding Children Boards' procedures and take the following into consideration.

- Every Child Matters 2003
- The Children Act 1989 and 2004
- The Protection of Children Act 1999
- The Police Act 1997
- Criminal Justices and Court Services Act 2000
- The Data Protection Act 1994 and 1998
- "Caring for the Young and Vulnerable" - Home Office guidance for preventing the Abuse of Trust 1999
- 'What to do if you are worried a child is being abused' - DOH 2006
- Working Together to Safeguard Children - HM Government 2006
- The UN Convention on the Rights of the Child
- The Human Rights Act 1998
- The Safeguarding Vulnerable Groups Act 2006

Roles and Responsibilities

BADMINTON England is required to have:

1. Clear priorities for safeguarding and promoting the welfare of children explicitly stated in strategic policy documents;
2. A clear commitment by senior management to the importance of safeguarding and promoting children's welfare;
3. A clear line of accountability within the organisation for work on safeguarding and promoting the welfare of children;
4. Recruitment and human resources management procedures that take account of the need to safeguard and promote the welfare of children and young people including arrangements for appropriate checks on new staff and volunteers;
5. Procedures for dealing with allegations of abuse against members of staff and volunteers;
6. Arrangements to ensure that all staff undertake appropriate training to equip them to carry out their responsibilities effectively, and keep this up to date by refresher training at regular intervals; and that all staff, including temporary staff and volunteers who work with children, are made aware of the establishment's arrangements for safeguarding and promoting the welfare of children and their responsibilities for that;
7. Have policies in place for safeguarding and promoting the welfare of children (for example, pupils/students), including a child protection policy, and procedures that are in accordance with guidance from the local authority and locally agreed inter-agency procedures;
8. Have arrangements in place to work effectively with other organisations to safeguard and promote the welfare of children, including arrangements for sharing information;
9. A culture of listening to and engaging in dialogue with children – seeking their views in ways appropriate to their age and understanding, and taking account of those both in individual decisions and the establishment or development of services; and
10. Appropriate whistle blowing procedures and a culture that enables issues about safeguarding and promoting the welfare of children to be addressed.

BADMINTON England Counties Associations are required to:

- 1 Appoint a County Welfare Officer in line with the BADMINTON England Guidelines and Role Description
- 2 Provide access to appropriate training and support for those who have responsibility in relation to children
- 3 Adopt and implement the BADMINTON England Safeguarding and Protecting Young People Policy and Procedures and Guidelines
- 4 Ensure that all committee members and county coaches are aware of their responsibility for Safeguarding and Protecting Young People in Badminton
- 5 Implement a policy of Best Practice and adhere to the Codes of Conduct (See Guidelines)
- 6 Ensure that all clubs within the county adopt BADMINTON England Safeguarding and Protecting Young People Policy and Procedures
- 7 Support Club Welfare Officers to fulfil their role and responsibility
- 8 Ensure that all staff/volunteers who have regular responsibility for, or a role in relation to the provision/delivery of activities for young people or a management responsibility for those working with young people, undertake an Enhanced CRB disclosure and register with the Independent Safeguarding Authority (ISA)
- 9 Fulfil their role with the management of CRB disclosures
- 10 Ensure that all concerns and reported cases are managed in line with BADMINTON England Policy and Procedures

BADMINTON England Affiliated Clubs are required to:

- 1 Appoint a Club Welfare Officer in line with the BADMINTON England Guidelines and Role Description⁴
- 2 Provide access to appropriate training and support for those who have responsibility in relation to children⁴
- 3 Adopt and implement the BADMINTON England Safeguarding and Protecting Young People Policy and Procedures and Guidelines
- 4 Ensure that all committee members and club members are aware of their responsibility for Safeguarding and Protecting Young People in Badminton
- 5 Implement a policy of Best Practice and adhere to the Codes of Conduct (See Guidelines)
- 6 Support their members in accessing education and training opportunities in relation to Safeguarding and Protecting Young People in Badminton
- 7 Work in partnership with parents/carers and young people within the club
- 8 Ensure that all staff/volunteers who have regular responsibility for or a role in relation to the provision/delivery of activities for young people or a management responsibility for those working with young people undertake an Enhanced CRB disclosure/ISA check
- 9 Ensure that all concerns and reported cases are managed in line with BADMINTON England Policy and Procedures

Practice never to be sanctioned

For those who have regular responsibility for, or a role in relation to the provision/delivery of activities for young people or a management responsibility for those working with young people

- 1 Spending time alone with young people away from others
- 2 Taking young people to your home where they will be alone with you
- 3 Inviting or allowing young people to stay with you at your home
- 4 Transporting young people in your car alone
- 5 Engaging in rough, physical or sexually provocative games with young people
- 6 Sharing a room with a young person
- 7 Allowing or engaging in any form of inappropriate physical touching or sexual contact or behaviour

⁴ Only for affiliated clubs who have members/attendees under the age of 18 or vulnerable adults

- 8 Using or allowing young people to use inappropriate language unchallenged
- 9 Making sexually suggestive comments to a young person, even in fun
- 10 Allowing allegations made by a young person to go unchallenged, unrecorded or not acted upon
- 11 Doing things of a personal nature for young people that they can do for themselves, unless you have been requested to do so by the parents/carer. (It is recognised that some young people will always need help with things such as lace tying and it is also recognised that this does not preclude anyone attending to an injured/ill young person or rendering first aid)
- 12 Departing from the Badminton club or agreed rendezvous point before the safe dispersal of all young people is complete
- 13 Causing an individual to lose self esteem by embarrassing, humiliating or undermining the individual
- 14 Treating some young people more favourably than others
- 15 Agreeing to meet a young person on their own on a one to one basis

Criminal Records Bureau Check & Independent Safeguarding Authority Vetting and Barring Checks

BADMINTON England requires that any person in a regulated position/position of trust on a regular basis⁵ has to complete an enhanced CRB Check

Registration with the ISA [Vetting and Barring List Checks] will be a legal requirement for all members of the children's workforce and will be introduced from July 2010. ISA checks will be conducted with all new and repeat CRB checks from this point.

Whistle blowing

- All suspicions and allegations must be taken seriously and appropriately reported. It is recognised that strong emotions can be aroused particularly in cases where any form of abuse or poor practice is suspected or where there is loyalty, sometimes misplaced, to a colleague or someone who you are known to. Individuals may not express concerns because they fear harassment or victimisation. In these circumstances it is important to understand these feelings but not to allow them to interfere with the need to ensure that concerns are reported appropriately. Not acting is not an option.
- BADMINTON England is committed to the highest possible standards of openness, honesty and accountability. In line with that commitment, all members are encouraged to come forward and voice any concerns. It is recognised that certain cases will have to proceed on a confidential basis.
- BADMINTON England will support any individual who reports any concerns relating to the welfare of a child(ren), poor practice or possible abuse in good faith but who feels unable to communicate those concerns to their welfare officer (County or Club) or follow normal procedures for any reason.
- If there is a concern about the welfare of a child, or with regard to the behaviour of an adult towards a young person or young person to young person, it is important that you share your concerns with the BADMINTON England Safeguarding Manager (contact details for whom can be found in the Safeguarding and Protecting Young People Guidelines at www.badmintonengland.co.uk/safeguarding)
- All information received will be treated in confidence and only shared on a 'need to know' basis with those individuals who will be able to manage and resolve the situation. On occasion it may be necessary to seek advice, or inform the statutory agencies e.g. The Police or Children's Service Authority
- All concerns will be taken seriously and managed accordingly within the Safeguarding and Protecting Young People in Badminton Policies and Procedures.

⁵ Regular basis is defined using the Independent Safeguarding Authority definition of 'regulated activity' which is when the activity is frequent (once a month or more) or 'intensive' (takes place on three or more days in a 30-day period).

- Where an individual feels unable to report concerns internally they are encouraged to contact the NSPCC Helpline [0808 800 5000], the Police or Children's Social Care.

Positions of Trust

- All adults who work with children/young people are in a position of trust which has been invested in them by the parents, the sport and the child/ young person. This relationship can be described as one in which the adult is in a position of power and influence by virtue of their position.
- Sexual activity or touching by an adult with a child under the age of 16 years is unlawful, even where there is apparent consent from the child. Any sexual relationship between an adult in a position of trust within the badminton setting and a child over 16 years of age [consensual or otherwise] is contrary to the Policy and Procedures for Safeguarding and Protecting Young People in Badminton and will result in child protection and/or disciplinary procedures
- In the sport of badminton most adults in a position of trust recognise that there are certain boundaries between the coach/official/volunteer and the player which must not be crossed in terms of the relationship with the young player. The relationship, in essence, is no different to that between a teacher and the young people in their care, in relation to the abuse of trust.
- Adults must not encourage a physical or emotionally dependant relationship to develop between the person in a position of trust and the young person in their care.



Anti – Bullying Policy

Principles

- Bullying of any kind is not acceptable within BADMINTON England, clubs, leagues or counties providing playing opportunities for young people
- BADMINTON England has a *TELLING* culture and anyone who knows that bullying is happening is expected to tell their club or county Welfare Officer
- Any incident of bullying which occurs will be taken seriously, responded to promptly, and procedures followed to resolve the situation
- All concerns will be taken seriously and managed accordingly within the Safeguarding and Protecting Young People in Badminton Policies and Procedures
- BADMINTON England has a moral and legal obligation to ensure that, when given responsibility for young people, coaches, athletes and volunteers provide them with the highest possible standard of care.
- All staff and volunteers working for or on behalf of Badminton have a responsibility and failure to comply may lead to disciplinary action
- It is the responsibility of every adult working within badminton, whether professional or volunteer, to ensure that all young people can enjoy the sport in a safe enjoyable environment
- It is recognised that any procedure is only as effective as the ability and skill of those who operate it. BADMINTON England are committed therefore to the effective recruitment, and appropriate training for all professional staff, coaches, officials and volunteers. This will enable them to work together with parents/carers and other organisations to ensure that the needs and the welfare of young people remain paramount.

What is Bullying?

Bullying may be deliberate hurtful behaviour, usually repeated over a period of time, where it is difficult for those being bullied to defend them self. Bullying results in pain and distress to the victim.

Bullying can be:

- | | |
|--------------|---|
| • Emotional | being unfriendly, excluding, tormenting (e.g. hiding kit, threatening gestures) |
| • Physical | pushing, kicking, hitting, punching or any use of violence |
| • Racist | racial taunts, graffiti, gestures |
| • Sexual | unwanted physical contact or sexually abusive comments |
| • Homophobic | because of, or focusing on the issue of sexuality |
| • Verbal | name-calling, sarcasm, spreading rumours, teasing |

Signs and Indicators

A child may indicate by signs or behaviour that he or she is being bullied. Children and Young People have described bullying as:

- being called names
- being teased
- being hit, pushed, pulled, pinched, or kicked
- having their bag, mobile or other possessions taken
- receiving abusive text messages
- being forced to hand over money
- being forced to do things they do not want to do
- being ignored or left out

- being attacked because of religion, gender, sexuality, disability, appearance or ethnic or racial origin

Other signs and indicators

The young person:

- doesn't want to attend training or club activities
- changes to their usual routine
- begins being disruptive during sessions
- becomes withdrawn anxious, or lacking in confidence
- comes home with clothes torn or kit damaged
- has possessions go "missing"
- becomes aggressive, disruptive or unreasonable
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- has unexplained cuts or bruises
- comes home starving (money / lunch has been stolen)
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong

These signs and behaviour may not constitute bullying and may be symptoms of other problems. Coaches and volunteers need to be aware of these possible signs and report any concerns to the Welfare Officer at the nearest point

Objectives of the Policy

- All club, league, county and regional members, committee members, coaches, volunteers and parents should have an understanding of what bullying is.
- All club, league, county and regional members, committee members, coaches and volunteers should know what BADMINTON England, club, league, county or regional policy is on bullying, and follow it when bullying is reported.
- All players and parents should know what BADMINTON England, club, league, county or regional policy is on bullying, and what they should do if bullying arises.
- Players and parents should be assured that they will be supported when bullying is reported.
- Bullying will not be tolerated.

Procedures and Management of Bullying

- 1 Report bullying incidents to the Welfare Officer who will:
- 2 Record (using BADMINTON England incident form)
 - If the incident is an adult bullying a young person or the incident is a young person bullying a young person the Welfare Officer will report the incident to BADMINTON England Designated Officer:
 - A decision is made in consultation with BADMINTON England's Case Management Group on the method and process for managing the incident
- 3 Parents of the alleged bully and the victim may be informed and will be asked to come into a meeting to discuss the problem
- 4 If necessary and appropriate, police will be consulted
- 5 The bullying behaviour or threats of bullying will be investigated and the bullying stopped quickly
- 6 An attempt will be made to help the bully (bullies) change their behaviour
- 7 If the situation is not or cannot be resolved through mediation, training or mentoring, refer back to BADMINTON England's Designated Officer who will:
 - Manage the incident in line with BADMINTON England Disciplinary Regulations
- 8 Support will be provided to all parties involved

Implementing BADMINTON England Anti – Bullying Policy

Phase 1

Raise Awareness

- Raise awareness with all individuals involved within the club/county
 - Put/provide posters on the notice board
 - Ensure all young players know they can talk to someone if they are worried
 - Ensure that parents have access to a copy of the policy
 - Ensure that the Code of Conduct clearly states that behaviour which constitutes bullying will not be accepted
 - Ensure all staff, coaches, volunteers and players have signed up to the code of conduct
 - Ensure the policy is accessible to players and that they are consulted in relation to its implementation and agreement over appropriate sanctions
- Set up a working party to support the ongoing development and implementation of the policy
- Identify any training needs within the club/county and provide opportunities for support

Phase 2

- Ensure that the working group meets to review how the communication of the policy has been managed, has it made a difference
- Work with BADMINTON England to take lessons learnt from incidents and re- evaluate the policy as required
- Maintain an ongoing poster campaign
- Ensure coaches, volunteers, players and parents are kept up to date with any changes
- Invite feedback from players, parents, coaches, and volunteers about the policy and it's impact

Further information

The DCSF has published two guidance documents on anti-bullying. For further information go to:
www.nspcc.org.uk/ExternalNewsServices/Scripts/DisplayArticles.aspx?NewsServiceID=2&ArticleID=11646

Availability of this policy in other formats and languages

If you need a copy of this policy in a different language or format please contact the Safeguarding Team at BADMINTON England.

Acknowledgements

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Original Source

KIDSCAPE	“Anti Bullying Policy for Schools – Some Guidelines”
ChildLine	“Bullying – Information for teachers and professionals working with young people”

If you require help or support you can contact:

NSPCC Helpline 0808 800 5000
Free 24 hour helpline for any adult who has concerns about a child or about the behaviour of and adult or other young person towards a child or children
KIDSCAPE 08451 205 204
Helpline for parents/carers of bullied children
ChildLine 0800 1111
Free 24 hour confidential helpline for children and young people