

# KINGSTONIAN FOOTBALL CLUB

*King Georges Field, Hook Rise South,  
Tolworth, Surrey KT6 7NA*



## **SAFEGUARDING CHILDREN POLICY AND PROCEDURES**

1. Kingstonian 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 Safeguarding Children – Policy and Procedures and endorse and adopt the Policy Statement contained in that document.
2. The key principles of The F.A. 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, culture, language, racial origin, religious beliefs or sexual orientation;
  - 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.

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.

Kingstonian Football Club recognises that this is the responsibility of every adult involved in our club.

3. Kingstonian Football Club has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying. It is noted and accepted that The Football Association's Child Protection Regulation (see the F.A. Handbook) applies to everyone in football whether in a paid or voluntary capacity. This means whether you are a volunteer, helper on club tours, football coach, club official or medical staff.
4. We endorse and adopt The F.A.'s Responsible Recruitment guidelines for recruiting volunteers and we will:
  - Develop a role profile;
  - Request identification documents;
  - As a minimum meet and chat with the applicant(s) and where possible conduct interviews before appointing;
  - Request and follow up with two references before appointing;

- Require an F.A. C.R.B. Unit Enhanced Disclosure where appropriate in line with F.A. guidelines.

All our current members who are regularly caring for, supervising, training or being in sole charge of children and young people will be required to complete a C.R.B. Enhanced Disclosure via the F.A. C.R.B. Unit. If there are concerns regarding the appropriateness of an individual who is already involved who is already involved or who has approached us to become part of our club, guidance will be sought from the Football Association. It is noted and accepted that The F.A. will consider the relevance and significance of the information obtained via The F.A. C.R.B. unit Enhanced C.R.B. Disclosure and that all decisions will be made in the best interests of children and young people.

It is accepted that The F.A. 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.

5. Kingstonian Football Club supports The F.A.'s Whistle Blowing Policy. Any adult or young person with concerns about a colleague can 'whistle blow' by contacting The F.A. Safeguarding Team on 0844 980 8200 Ext 4787, by writing to The F.A. Case Manager at The Football Association, Wembley Stadium, P.O. Box 1966, London SW10 9EQ or alternatively by going direct to the Police, Children's Social Care or the N.S.P.C.C. Our club encourages everyone to know about it and utilise it if necessary.
6. Kingstonian Football Club has appointed a Child Welfare Officer (C.W.O.) in line with The F.A.'s role profile and required completion of the Safeguarding Children and Welfare Officers Workshop. The post holder will be involved with Welfare Officer training being provided by The F.A. and / or C.F.A. The C.W.O. is the first point of contact for all Club committee members regarding concerns about the welfare of any child or young person. The C.W.O. will liaise directly with the C.F.A. 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 their Club members.
7. We acknowledge and endorse The F.A.'s identification of bullying as a category of abuse. Bullying of any kind is not acceptable in our league. 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 C.W.O. or alternatively, in cases of serious bullying, we may contact the C.F.A. Welfare Officer.
8. **Respect** codes of conduct for Players, Parents / Spectators, Officials and Coaches have been implemented by our 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 C.F.A. in more serious circumstances. All registering members will be required to adopt the **Respect** codes.

9. 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 C.W.O.
- If the issue is one of poor practice they will either:
  - a. Deal with the matter themselves or
  - b. Seek advice from the C.F.A. Welfare Officer.
- If the concern is more serious – possible child abuse, where possible, contact the C.F.A. Welfare Officer first, then immediately contact the Police or Children's Services.
- 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 C.F.A. Welfare Officer know what action you have taken.
- If at any time you are not able to contact your Club Welfare Officer or the matter is clearly serious then you can either:
  - a. Contact your C.F.A. Welfare Officer directly;
  - b. Contact the Police or Children's Social Care;
  - c. Call the N.S.P.C.C. 24 hour Helpline for advice on 0808 800 5000 or text 88858 or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

Please note: The F.A.'s Safeguarding Children Policy and Procedures are available via [www.TheFA.com/Footballsafes](http://www.TheFA.com/Footballsafes). Click on the 'downloads' under Policy and Procedures. It outlines in detail what to do if you are concerned about the welfare of a child and includes flow diagrams to describe this process. This is also covered in the Safeguarding Children workshop where participants are given the opportunity to discuss how this feels and how best they can prepare themselves to deal with such a situation.

10. Further advice on Safeguarding Children matters can be obtained from:

- Sally Brown, Club Welfare Officer  
Mobile 07766 131219  
Email [thebrownsfamily@btinternet.com](mailto:thebrownsfamily@btinternet.com)
- Phil Rendell, Surrey County F.A.'s Welfare Officer  
Telephone 01372 387090  
Mobile 07939 538632  
Email [safeguarding@surreyfa.com](mailto:safeguarding@surreyfa.com)
- [www.TheFA.com/Footballsafes](http://www.TheFA.com/Footballsafes)
- Email [Footballsafes@TheFA.com](mailto:Footballsafes@TheFA.com)
- The F.A. Safeguarding Children general enquiry line  
0845 210 8080