**Child Protection and Safeguarding Policy**

Bury School Sport Partnership (Bury SSP) acknowledges our duty of care to safeguard and promote the wellbeing of children and we are committed to ensuring safeguarding practise reflects statutory responsibilities, government guidance and complies with best practice and the respective governing bodys requirements

The following statement recognises that the welfare and interests of children are paramount in all circumstances.

***Bury School Sports Partnership is committed to safeguarding children and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our practices reflect this commitment. All employees will be subject to Disclosure and Barring Service (DBS) checks and other checks before commencing work with the company***

***As part of our safeguarding policy, Bury School Sports Partnership will:***

* Promote and prioritise the safety and well being of children and young people.
* Ensure everyone understands their roles and responsibilities in respect of safeguarding and is 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.
* 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.
* Ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored.
* Prevent the employment/deployment of unsuitable individuals and ensure that all employees have been subjected to Enhanced Disclosure Barring Service checks and clearance (DBS).
* Ensure robust safeguarding arrangements and procedures are in operation.

***Bury School Sports Partnership policy and procedures will be widely promoted and are mandatory for everyone involved in Bury SSP. This policy will be reviewed a year after development and then every three years, or in the following circumstances:***

* Changes in legislation and/or government guidance.
* As required by the Local Safeguarding Children Board,UK Sport and other appropriate bodies.
* As a result of any other significant change or event.

**Child Protection & Safeguarding Policy**

Bury School Sports Partnership is committed to building a ‘culture of safety’ in which the children in our care are protected from abuse and harm. Hurricane Sports will respond promptly and appropriately to all incidents or concerns of abuse that may occur. The Company’s child protection procedures comply with all relevant legislation. The Company’s designated Child Protection Officer (CPO) coordinates child protection issues and liaises with external agencies.

**Forms of child abuse and neglect**

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. An individual may abuse or neglect a child directly, or by failing to protect them from harm. Some forms of child abuse and neglect are listed below.

• Emotional abuse is the persistent emotional maltreatment of a child so as to cause severe and persistent adverse effects on the child’s emotional development. It may involve making the child feel that they are worthless, unloved, or inadequate. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

• Physical abuse can involve hitting, shaking, throwing, poisoning, burning, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may be also caused when a parent or carer feigns the symptoms of, or deliberately causes, ill health to a child.

• Sexual abuse involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. This can involve physical contact, or non-contact activities such as showing children sexual activities or encouraging them to behave in sexually in appropriate ways.

• Neglect is the persistent failure to meet a child’s basic physical and emotional needs. It can involve a failure to provide adequate food, clothing and shelter, to protect a child from physical and emotional harm, to ensure adequate supervision or to allow access to medical treatment.

**Signs of child abuse and neglect**

Signs of possible abuse and neglect may include:

• Significant changes in a child's behaviour

• Deterioration in a child’s general well-being

• Unexplained bruising or marks

• Comments made by a child which give cause for concern

• Inappropriate behaviour displayed by other members of staff, or any other person. For example, inappropriate sexual comments, excessive one-to-one attention beyond the requirements of their role, or inappropriate sharing of images.

**If abuse is suspected or disclosed**

When a child makes a disclosure to a member of staff, that member of staff will:

• Reassure the child that they were not to blame and were right to speak out • Listen to the child but not question them

• Give reassurance that the staff member will take action and report it to the designated safeguarding lead of the school

• Record the incident as soon as possible using designated forms issued by the school. The coach will also inform the Bury School Sports Partnership (CPO)

If a member of staff witnesses or suspects abuse, they will record the incident straightaway. If a third party expresses concern that a child is being abused, we will encourage them to contact Social Care directly. If they will not do so, we will explain that the Company is obliged to and the incident will be logged accordingly.

**Logging an incident**

All information about the suspected abuse or disclosure will be recorded on designated forms issued by the school. The record should include:

• Date of the disclosure or of the incident causing concern

• Date and time at which the record was made

• Name and date of birth of the child involved

• A factual report of what happened. If recording a disclosure, you must use the child’s own words. • Name, signature and job title of the person making the record.

A copy of the the record will be given to the company’s CPO.

**Allegations against staff**

If anyone makes an allegation of child abuse against a member of staff:

• The allegation will be recorded on an Incident record form. Any witnesses to the incident should sign and date the entry to confirm it.

• The allegation must be reported to the Local Authority Designated Officer (LADO). The LADO will advise if other agencies (eg police) should be informed, and the Bury SSP will act upon their advice.

• Following advice from the LADO, it may be necessary to suspend the member of staff pending full investigation of the allegation.

Promoting awareness among staff

Bury SSP promotes awareness of child abuse issues through its staff training. Bury SSP ensures that:

• Its designated CPO has relevant experience and receives appropriate training

• Safe recruitment practices are followed for all new staff

• All staff have a copy of this Safeguarding Children policy, understand its contents and are vigilant to signs of abuse or neglect

• All staff are aware of their statutory requirements with regard to the disclosure or discovery of child abuse

• Staff make themselves familiar with the Safeguarding policy in each schools

• Staff are familiar with the ‘What To Do If You’re Worried A Child Is Being Abused’ flowchart • Its procedures are in line with the guidance in ‘Working Together to Safeguard Children (2012)’.

**Filming and Photography**

We have taken our advice on filming and photography from the Child Protection in Sport Unit.

We acknowledge that some children can be particularly vulnerable to abuse and accept responsibility to reasonable and appropriate steps to ensure their welfare.

As part of our photo and filming policy Bury School Sport Partnership will:

• Prioritise the safety and wellbeing of children and young people

• Ensure that everyone involved with our company understands their roles and responsibilities in respect of safeguarding our participants

• Ensure appropriate action is taken in the event of any incidents/concerns of abuse and provide support to any individuals who raise concerns. Confidential records of all safeguarding concerns are maintained and safely stored.

• Obtain a DBS check and conduct a background check on any photographer that is used by us.

• Ensure robust safeguarding arrangements and procedures are in operation.

**WHY WE TAKE PHOTOS/VIDEOS AND HOW THEY ARE USED**

We take photos and videos for a variety of reasons:

• To use on our website

• To use on our social media to promote our events and players achievements

• On all of our advertising materials to promote our events

• To create promotional videos

• To use on our youtube channel to promote our sessions and coaching practices

• For use with our staff training and to show good examples of coaching to our staff

• To store on our online training system that shows our practices and coaching sessions to our staff

• To promote our company in new ways with emerging technology and marketing campaigns

**GUIDANCE FOR OUR STAFF ON TAKING PHOTOS**

• We will always choose images that present the activity in a positive light, and promote the best aspects of the sport and organisation

We will never supply full names of children along with the images, unless:

* it’s considered necessary – such as for elite young athletes
* it’s in the child’s best interests
* the child and parent have consented

We will only use images of children in suitable dress or kit.

Activities such as swimming, gymnastics and athletics present a higher risk for potential misuse than others, so images of these activities should:

* focus on the activity rather than a particular child
* avoid showing the full face and body of a child – instead show children in the water, or from the waist or shoulders up
* avoid images and camera angles that may be more prone to misinterpretation or misuse than others

If we are using a professional photographer, we will inform parents and children that a photographer will be in attendance

• Check the photographer’s identity, the validity of their role, and the purpose and use of the images to be taken

• Provide the photographer with a clear brief about what is considered appropriate in terms of image content and their behaviour

• Clarify areas where all photography is prohibited (toilets, changing areas, first aid areas, and so on); for more on this, click on the 'Mobile phones and cameras in changing rooms' tab above (or below, on mobile devices)

• We will not allow unsupervised access to children or one-to-one photo sessions at events

• We will not allow photo sessions away from the event – for instance, at a young person's home

• We will clarify issues about ownership of and access to all images, and for how long they’ll be retained and/or used

• If we are running large scale events where we are taking photos of large groups. It’s usually not reasonable, practical or proportionate to secure consent for every participating child in order to take such images, or to preclude such photography on the basis of the concerns of a small number of parents. In these circumstances, organisers should make clear to all participants and parents that these kinds of images will be taken, and for what purposes

• When parental consent is not given we have a responsibility to put in place arrangements to ensure that any official or professional photographers can identify (or be informed about) which children should not be subject to close-up photography. This could involve providing some type of recognisable badge, sticker or wrist band, and/or a system for photographers to check with the activity organiser and/or team manager to ensure it’s clear which groups or individuals should not feature in images.

• We will secure images securely, hard copies of images should be kept in a locked drawer, electronic images will be kept on a password protected computer.

To be reviewed July 2020