



Safeguarding Policy and Procedure

West Oxon Boxing and Fitness Club at the Community Loft is a registered charity that is dedicated to promoting community participation in the sport of boxing and fitness. We are proud and committed to our inclusivity and with this, it is imperative that we ensure that we have robust safeguarding policies and procedures in place.

Below sets out both the safeguarding policy and subsequent procedures.

Key Principles for Safeguarding Children and Adults

- This policy recognises and builds on the legal and statutory definitions of a child.
- The distinction between ages of consent, civil and criminal liability are recognised but in the pursuit of best practice in the delivery and management of sporting activities and events across our club and events associated with the club. A child is recognised as being under the age of 18 years (Children Act 1989 definition).
- The member's welfare is paramount.
- All members, whatever their age, culture, any disability they may have, gender, language, racial origin, religious belief and sexual identity have the right to protection from abuse and poor practice.
- All incidents of suspicious or poor practice and allegations of abuse will be taken seriously and responded to swiftly and appropriately irrespective of age.
- All individuals have a right to engage in sporting activity in an enjoyable and safe environment.
- All members have a right to expect appropriate management, support, personal and social development with regard to their involvement in sport, whether they are playing, officiating, or volunteering.
- It is the responsibility of the statutory authorities to determine whether or not abuse has taken place, but it is everyone's responsibility to report any concerns.
- Confidentiality should be upheld in line with the Data Protection Act 1999 and the Human Rights Act 1998. Working in partnership with children, their parents and other agencies is

essential for the protection of children. Partner organisations recognise the statutory responsibility of Children's Services Departments to ensure the welfare of children and work with the Local Safeguarding Children Boards to comply with its procedures.

Who is responsible for Safeguarding?

It is the responsibility of everyone working at the club (*whether paid or a volunteer*) to ensure that every adult and young person attending the club is engaged to the highest professional standards. Members are also expected to engage in safeguarding practices and report any incidents that give them cause for concern, such as harassment, bullying, inappropriate language, or inappropriate physical interaction.

Safeguarding Values.

- **Empowerment** – Presumption of person led decisions and informed consent by the individual or their parent/guardian.
- **Protection** – Support and representation for those in the greatest need.
- **Prevention** – It is better to take action before harm occurs. This includes safe recruitment practices, codes of conduct and appropriate training.
- **Proportionality** – Proportionate and the least intrusive response appropriate to the risk presented.
- **Partnership** – Local solutions through services, working with their communities. Communities have a major part to play in preventing, detecting, and reporting neglect and abuse.
- **Accountability** – Accountability and transparency in delivering safeguarding.

The role of West Oxon Boxing and Fitness Club.

West Oxon Boxing and Fitness Club is committed to promoting the safety and welfare of all members engaged in sporting and physical activity in the club and associated events. West Oxon Boxing and Fitness is committed to ensure all adults that work within the club are fully DBS checked and have had sufficient training in safeguarding. All individuals that fail their DBS checks with a potential safeguarding risk on their records or do not engage in the training provided will not be permitted to work at the club in any capacity.

West Oxon Boxing Club will review this policy every 12 months, taking into account any new legislation or guidance from recognised bodies such as the NSPCC or Child Protection in Sport Unit. (CPSU)

Position of Trust Legislation

The Government has amended section 21 of the Sexual Offences Act 2003 to extend to settings and roles which make it illegal for an adult holding a position of trust to enter into any form of sexual activity with a 16 or 17 year old in their care in a sporting organisation. This amendment was made on 28th June 2022.

Positions of Trust at West Oxon Boxing and Fitness Club

- All coaches and volunteers.
- All members of the board of trustees.
- All parents or guardians attending classes with their children.

Categories of Abuse

- Neglect is the ongoing failure to meet a child's basic needs. It's dangerous and children can suffer serious and long-term harm.
- Online abuse is any type of abuse that happens on the web, whether through social networks, playing online games or using mobile phones.
- Sexual abuse - a child is sexually abused when they are forced or persuaded to take part in sexual activities. This doesn't have to be physical contact, and it can happen online.
- Physical abuse is deliberately hurting a vulnerable person causing injuries such as bruises, broken bones, burns or cuts.
- Emotional abuse are individuals who are emotionally abused and suffer emotional maltreatment or neglect. It's sometimes called psychological abuse and can cause children and adults serious harm.
- Child sexual exploitation is a type of sexual abuse in which children are sexually exploited for money, power or status.
- Female genital mutilation (FGM) is the partial or total removal of external female genitalia for non-medical reasons.
- Bullying and cyberbullying can happen anywhere – at school, at home or online. It's usually repeated over a long period of time and can hurt a child both physically and emotionally.
- Domestic abuse or witnessing domestic abuse is child abuse, and all people can suffer domestic abuse in their relationships.
- Child trafficking is a type of abuse where children are recruited, moved or transported and then exploited, forced to work or sold.
- Grooming children and young people can be online or in the real world, by a stranger or by someone they know - for example a family member, friend or professional.
- Radicalisation of children and young people can be made or persuaded to adopt increasingly extreme political, social, or religious ideals and aspirations that (1) reject or undermine the status quo or (2) reject and/or undermine contemporary ideas and expressions of freedom of choice.
- Harmful sexual behaviour of children and young people can develop harmful sexual behaviour where they harm themselves and others.

Possible Indicators or Abuse or Harm

- Unexplained or suspicious injuries such as bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries.
- Living in a home where there is domestic abuse (which may be physical, sexual, emotional or financial).

- An injury for which the explanation seems inconsistent or for which multiple explanations are given.
- The child describes what appears to be an abusive act involving him/her.
- Someone else (a child or adult) expressing concern about the welfare of another child.
- Unexplained changes in behaviour over time e.g. becoming very quiet, withdrawn or displaying sudden bursts of temper, inappropriate sexual awareness and sexualised behaviour.
- Engaging in explicit sexual behaviour or being over-familiar with unknown adults and peers.
- Distrust of adults, particularly those with whom a close relationship would normally be expected.
- An apparent difficulty in making friends.
- The prevention by an adult from socialising with other young people.
- Displaying variations in eating patterns including overeating or loss of appetite.
- Weight loss/gain for no apparent reason.
- An increasingly dirty or unkempt appearance.
- Over-tiredness.
- Suicidal threats or behaviours.
- Displaying frequent unexplained minor injuries.

Factors described above are frequently found in cases of abuse and/or neglect. Their presence is not proof abuse has occurred but must be regarded as indicators of possible significant harm. Such indications justify the need for careful assessment and discussion with the designated Safeguarding Officer and may require consultation with and/or referral to Local Social Services.

Reporting

There are a number of ways that abuse can become apparent.

- A Disclosure – a child or adult disclosing that they are being subjected to harm, neglect, or abuse.
- A Suspicion or Observation – A responsible person has suspicions that an individual is being subjected to harm, neglect or abuse or an observation by anyone that harm, neglect, or abuse has taken or is taking place.
- An Allegation – a third party has made a specific allegation.

Disclosure.

People who are being abused will only tell others whom they trust and feel safe with. By listening and taking seriously what is being told to you, you are already helping to protect the individual.

If someone starts to disclose abuse, follow the below guidelines.

- React calmly as to not frighten the individual.
- Reassure the individual that they are right to tell you and no blame is placed upon them.
- Do not make promises confidentially. Explain that you need to ensure that they are safe and that you may need to ask other adults within the club to support with this.

- Keep questions to a minimum and do not ask leading questions. Questions should be Who? What? When? Where?
- Do not force more information however concerned you may be. Let the individual disclose what they feel safe to do. They may well have to disclose to a specialist or Police Officer should formal and legal proceedings begin.
- When the individual has finished talking, make them feel safe and explain what you are subsequently going to do.
- Make a full written record of what has been said, heard or seen including the time and date and sign the record. As much as possible, use the individual's own words.

Suspicion or Observation

Any suspicion that an individual has been harmed, neglected, or abused should be reported to the designated Safeguarding Officer. They will take the required steps to ensure that the individual is safe. They will then follow the appropriate steps, making a full written record of what has been observed or what is suspected to have occurred.

Sharing Concerns with Parents or Guardians (if child or vulnerable adult who have parental or guardian involvement is involved)

West Oxon Boxing and Fitness Club is committed to working in partnership with parents or guardians where there are concerns. Therefore, in most situations, it will be important to talk to parents or guardians to help clarify concerns. For example. A child may seem withdrawn and out of character however, there may be a reasonable explanation for this such as an upset in the family, death of a loved one or pet. If you are unsure what to do, discuss with the designated Safeguarding Officer.

There are circumstances that an individual would be placed at greater risk should you consult with parents or guardians as they could be the abuser. In these situations, you are to report this to the designated Safeguarding Officer and record your concerns.

Allegations

Allegations are a very serious matter and must be taken seriously. You are to listen to the allegation and record what the allegation is. This is then handed over to the designated Safeguarding Officer who will then follow the appropriate steps.

Allegations About a Member of West Oxon Boxing and Fitness Club

If an allegation is made about a member of the West Oxon Boxing and Fitness Club, this must be reported to the designated Safeguarding Officer. If the allegation is about the Safeguarding Officer then this must be reported to the Deputy Designated Safeguarding Officer or a member of the Board of Trustees.

If there is an allegation against a coach, volunteer, or anyone else in a position of trust, that person must be suspended pending an investigation.

The investigation will be conducted by the appropriate person. The results of the investigation will dictate the next steps.

The next steps will be:

- The matter will be reported to the Police.
- The matter will be reported to Social Services.
- Disciplinary Matter.
- No action taken as allegation not proven or substantiated.

Referrals to the DBS.

The Safeguarding Vulnerable Groups Act (2006) places a legal duty on employers to make a referral to the Disclosure and Barring Service (DBS) if a member of staff or a volunteer is considered to have harmed or poses a risk of harm to a child. The DBS uses this information to help employers make safer recruitment decisions and prevent unsuitable people from working with children and other vulnerable groups.

Safe Recruitment

it is important that all reasonable steps are taken to prevent unsuitable people from working with children and vulnerable adults. This applies equally to paid and unpaid, full and part time staff, coaches, volunteers and officials. Under the Protection of the Children Act 1999, all individuals working on behalf of, or otherwise representing an organisation are treated as employees whether paid or voluntary.

DBS Checks

West Oxon Boxing and Fitness Club conduct a DBS check on all individuals working for the club in any capacity. The Disclosure and Barring Service (DBS) helps us make safer recruitment decisions. It also prevents unsuitable people from working with vulnerable groups, including children, through its criminal record checking and barring functions. DBS was established when the Criminal Records Bureau (CRB) and Independent Safeguarding Authority (ISA) merged in 2012.

Types of DBS Check

- Basic check – can be used for any position or purpose. Details of any convictions or cautions from the police national computer that are considered to be unspent.
- Standard check - details of an individual's convictions, cautions, reprimands or warnings recorded on police central records and includes both 'spent' and 'unspent' convictions
- Enhanced check - the same details as a standard check, together with any information held locally by police forces that it is reasonably considered might be relevant to the post applied for
- Enhanced with a barred list check: child barred list information is only available for those individuals engaged in regulated activity with children and a small number of posts as listed in the Police Act regulations, for example prospective adoptive parents. An adult barred list is only available

for those individuals engaged in regulated activity with adults and a small number of posts as listed in the Police Act regulation. The child and adult barred list is only available for those individuals engaged in regulated activity with both vulnerable groups including children and a small number of posts as listed in the Police Act regulations.

Definitions

- Abuse & Neglect - Child abuse and neglect are forms of maltreatment of a child. These terms include physical and sexual assaults as well as cases where the standard of care does not adequately support the child's health or development. Children may be abused or neglected through the infliction of harm, or through the failure to act to prevent harm.
- Barred Person - A person who is barred from working within regulated activity with children.
- Bullying - Bullying may be defined as deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. It can take many forms, but the three main types are physical, verbal, and emotional.
- Child or Young Person - Anyone who has not yet reached their 18th birthday, or 19th birthday if disabled, as per the Children's Acts 1989 and 2004.
- Child Protection - Process of protecting individual children identified as either suffering, or likely to suffer, significant harm as a result of abuse or neglect.
- CPSU - Child Protection in Sport Unit.
- DBS - A Disclosure and Barring Service check which comprises a search of several national databases for information relevant to accessing the suitability of a person to work with children.
- Designated Safeguarding Officer (DSO) / Deputy Safeguarding Officer (DDSO) The West Oxon Boxing and Fitness Clubs DSO is responsible for safeguarding issues. In the absence of the DSO, the DDSO will be the designated Lead Officer.
- NSPCC - National Society for the Prevention of Cruelty of Children.
- Parent - The term 'parents' also refers to carers or guardians, or people with parental responsibilities.
- Person of Concern - A person whose reported or alleged behaviour has raised concerns about a child/children's welfare, whether or not this resulted in a criminal conviction.
- Poor Practice - Poor practice includes any behaviour that contravenes the Code of Conduct which is based around: Rights of the member, the parent, the coach, and other associated with the club.
- Safeguarding - The process of protecting children from abuse or neglect, preventing impairment of their health and development, and ensuring they are growing up in circumstances consistent with the provision of safe and effective care that enables children to have optimum life chances and enter adulthood successfully.
- Adult at risk - A person aged 18 or over who is or may be in need of community care services and is or may be unable to protect themselves from harm.

Contacts:

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