

Edmonton Running Club Safeguarding Policy and Procedures

Introduction

These policies and procedures outline what safeguarding is and what to do if you have a concern. These policies and procedures apply to all Edmonton Running Club activities including its own activities and when participating at other races/events as a representative of Edmonton Running Club, which are aimed at adults and/or children.

We all have a responsibility to safeguard adults and children who are experiencing, or are at risk of, abuse and neglect.

The club committee has a responsibility to implement and communicate codes of conduct, as well as relevant policies and processes and they are published in accompany to this document on the members portal.

An adult at risk is an individual aged 18 years and over who:

- (a) has needs for care and support (whether or not the Local Authority is meeting any of those needs) and
- (b) is experiencing, or at risk of, abuse or neglect and
- (c) as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of, abuse or neglect

1. Policy statement

Edmonton Running Club is committed to creating and maintaining a safe and positive environment for all people involved in running. It accepts its responsibility to assist in the welfare of all people and to safeguard them from poor practice, abuse and bullying.

All individuals within the organisation - members/volunteers - have a role and responsibility to help ensure the safety and welfare of members and guests. The club accepts that we are required to fulfill our duty of care, which means that we must do everything that can be reasonably expected of us to help safeguard and protect people from harm, and to act when we suspect that someone is being harmed or is at risk of harm.

This policy will be reviewed on an annual basis unless changes in legislation or requirements deem it should be reviewed more frequently.

2. Safeguarding of Adults

These policies and procedures apply to any adult who is experiencing, or is at risk of, abuse or neglect, or who is unable to protect themselves from such risk.

Safeguarding adults is underpinned by the Care Act 2014, the Care and Support Statutory Guidance (especially Chapter 14) 2014 and the Mental Capacity Act 2005

Types of abuse suffered by adults identified in the Care Act 2014 are: Physical; Sexual; Psychological/Emotional/Mental; Financial and material; Neglect and act of omission; Discriminatory; Organisational; Modern Day Slavery; Domestic Violence; and Self Neglect. Other types of harm that adults may experience include: Cyber Bullying; Forced Marriage; Female Genital Mutilation; Mate Crime; and Radicalisation.

3. Safeguarding of Children

Edmonton Running Club does not currently admit children i.e. those under 18 years of age, to its membership *but runners aged 17 are permitted to join ERC in the season (1st March to 28th February) which they turn 18, however they must run with a parent or guardian and are not permitted to participate in club league or competition runs until their 18th birthday.*

Members will also come into contact with children at other organised events and therefore need to be aware of Safeguarding issues that affect children.

Working Together to Safeguard Children (2018) identifies four main types of child abuse:

- *Physical abuse* - hitting, shaking, throwing, or otherwise causing physical harm to a child
- *Emotional abuse* - causing severe and persistent adverse effects on the child's emotional development, conveying to a child or children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It also includes bullying, cyber-bullying, frightening, exploitation or corruption of children.
- *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 may include a wide range of contact or non contact activities, encouraging children to behave in sexually inappropriate ways, or grooming and may be perpetrated by males or females including other children.
- *Neglect* - the persistent failure to meet a child's basic physical and/or psychological needs.

4. Training and communication

We want to make sure that all of our volunteers and officers have the right skills and qualities to create a safe environment. The club will review the safeguarding policy annually and ensure that it is updated with any relevant legislation, policies and procedural changes. All club officers (committee members and those who frequently lead running groups) will be required to read these policies and procedures. The club will make its Safeguarding Policy and Procedures available to all officers, volunteers, members and partner organisations.

Edmonton Running Club will ensure that we:

- adopt a disciplinary process for managing misconduct cases
- appoint a minimum of one Welfare Officer in line with UKA guidelines and role description for Club Welfare Officers
- ensure that all coaches and volunteers are recruited safely and are operating appropriately within the club environment (i.e. that they hold appropriate up-to-date qualifications and licences, have undertaken a satisfactory criminal record check,

- and are adhering to the safeguarding policies, terms and conditions of their licence and the relevant codes of conduct)
- ensure that coaches, technical officials and club officers attend recommended safeguarding training every three years
- ensure new/renewing members agree and sign up to the codes of conduct, safeguarding policies, discipline policy, anti-bullying policies and other relevant information
- liaise appropriately with parents/carers, officials, coaches, UKA, the relevant HCAF and other relevant people/organisations to ensure that good practice is maintained
- maintain a register of safeguarding training attended and criminal record checks completed relevant to club members, and share this register with the HCAF when asked
- ensure that contact details for Club Welfare Officers and relevant agencies are openly displayed in club environs and on club websites, and made available to anyone who requires them
- ensure that club officers and volunteers act responsibly and set an example to others, especially younger members
- respect the rights, dignity and worth of every club member and others involved in athletics
- develop an environment that promotes the wellbeing and safety of athletes above other considerations, including the development of performance
- consistently promote positive aspects of the sport such as fair play and never condone rule violations or the use of prohibited or age-inappropriate substances
- accept that all office bearers and committee members have a responsibility for safeguarding adults and children's wellbeing and protecting them from harm, and are prepared to respond to any concerns of abuse or poor practice
- challenge and change poor practice
- implement any recommendations of UK Athletics or the relevant HCAF
- promote an environment where all concerns can be raised without fear of victimisation or reprisal
- ensure that everyone volunteering or working with children or adults at risk at their club attends relevant safeguarding training every three years

5. Use of Photography

There is no legal power to prevent photography or filming in a public place. However, certain individuals may use published photographs or visit sporting events to take inappropriate photographs or video footage and this could include children or adults at risk. During club events and events/races run by other organizations, photographs may be taken. In these circumstances, Edmonton Running Club will, at their organised events/activities:

* Provide suitable opportunity to record requests not to publish images and ensure as far as reasonably practicable that published images do not include any person who is the subject of such a request. This is usually done at sign up to an event or club membership..

- * Assure you that any photographic images taken and used will be stored securely, and destroyed when no longer required for the purpose
- * Assure you that only appropriate photographs will be taken
- * Operate a system for the discreet identification of children in photographs, if required
- * Not allow unsupervised access to children or adults at risk or one to one photo sessions
- * Inform all runners and parents how to act on any safeguarding concerns at the events, and act on any such concern.

Whether or not an official photographer is present, it is difficult for the club to prevent casual photography from taking place. People attending such events will be advised, where practicable that family members and their friends are welcome to take photos at the event for their own family records only and these should not be published or shared on any social media if they contain photographs of persons outside of their family members or friends and they have not received their consent to do so.

Publishing data and images:

- * Where we seek to publish an image not subject to the general restrictions above, we will ask for the explicit permission of children and their carers to take and use their image.
- * If a child is named, we will avoid using their photograph, with the exception of a trophy presentation, permission will be gained from parent and child.
- * If a photograph is used, we will avoid naming the child, with the exception of a trophy presentation, permission will be gained from parent and child.
- * Where results including children's results are published, we will include only the child entrant's name and result.
- * Race numbers will be omitted from results so there is no direct link between any child's name and any published image in which the race number may be seen.
- * We will never publish personal details (email addresses, telephone numbers, addresses etc) of a child, young person or adult whether they are at risk or not.

Photographs taken on club activities will be subject to the same requirements. It will be assumed that club members have consented to the use and publication of their image unless there is reason to believe they would refuse consent or lack the capacity to give it.

6. What to do if you have concerns

Club members, committee members and run leaders are not expected to be experts in recognition of a safeguarding concern; however, all adults working, volunteering and participating have a duty of care to be vigilant and respond appropriately to suspicions of poor practice, abuse or bullying. They should also respond to any indication of abuse that may be occurring outside of the club setting. This does not mean that it is your responsibility to decide whether a concern constitutes poor practice, abuse or bullying but it is your responsibility to report your concerns to the run leaders, welfare officer(s) or any of the committee members.

These concerns may arise due to:

- An individual disclosing that they are being abused
- The behaviour of someone towards a child or an adult at risk
- A number of behavioural indicators observed over a period of time

The Welfare Officer(s), Chairman or Committee Members will take advice as appropriate on the need to refer the matter to the relevant authorities. This may include advice from England Athletics or the local safeguarding authorities. If in doubt, their default position must be to report the concern.

Welfare Officers:

Gareth Jones: Lead Welfare Officer

Email: gjuk40@blueyonder.co.uk

Becky Tanner: Welfare Officer

Email: beckyatanner@gmail.com

If you cannot contact someone within the club or feel that your concerns are not being dealt with properly you can contact:

Adults at Risk: You can call Adults MASH (Multi-Agency Safeguarding Hub) on **020 8379 3196** (Mon -Fri 9am to 5pm) or call the Adult Abuse line on 020 8379 5212 (this is a 24 hour you can leave your concern anonymously) or you can email the team at: TheMashTeam@enfield.gov.uk

Children at Risk: You can call on 020 8379 5555 (Mon-Thurs 9am-5pm; Fri 9am-4.45pm). Out of office hours call: 020 8379 1000 (select option 2 and you will be transferred to an advisor). You can email at: ChildrensMASH@enfield.gov.uk

UK Athletics Welfare Team - 0121 713 8450

For concerns regarding a child another option is to contact the NSPCC on 0808 800 5000