



## **Child Safeguarding Policy**

### **Statement of Intent**

Croquet England's aim is to increase participation by children and young people. All young croquet players should be given the opportunity to fulfil their potential and everybody has a responsibility to be a good role model, to encourage them and to support their wellbeing.

Every child who takes part in croquet is entitled to do so in a safe and enjoyable environment, free from abuse, exploitation and poor practice, and every child has an equal right to protection. Children have the right to express views on all matters which affect them, and they should be treated with dignity, respect and fairness.

Child Safeguarding is an important part of our overarching Welfare and Wellbeing Policy, along with our Adult Safeguarding policy and procedures.

### **Scope**

The safeguarding of children in croquet is the responsibility of Croquet England, its affiliated clubs, Federations and Academies and every individual within them.

This Child Safeguarding Policy and its associated procedures and guidance aim to make everyone aware of the need to safeguard children; to enable them to recognise abuse, exploitation and poor practices; to encourage them to respond if they have a concern; and to provide a clear reporting procedure.

### **Definitions**

For the purposes of this policy:

- A child is someone under the age of 18 years.
- A parent is any adult who has an ongoing responsibility for a child. The term therefore includes guardians.

### **Croquet England's Roles and Responsibilities**

Croquet England will:

- Comply with all legal requirements for the safeguarding of children.
- Use safer recruitment procedures and assess the suitability of volunteers and staff to prevent the employment or deployment of unsuitable individuals in the organisation and within the croquet community. It encourages all its affiliated clubs, Federations and Academies to do likewise.

- Promote the wellbeing of children by providing opportunities for them to take part in croquet safely.
- Respect the rights, wishes and feelings of children.
- Implement and maintain procedures to support and safeguard children.
- Require members, associates, staff and volunteers to adopt and abide by this Policy and its associated procedures.
- Ensure that Trustees, senior management, staff, welfare/safeguarding officers and coaches understand their role and responsibility for safeguarding children and have completed safeguarding children training and other learning opportunities appropriate for their role.
- Respond to any allegations of misconduct or abuse of children in line with this Policy and Procedures as well as implementing, when appropriate, the relevant disciplinary and appeals procedures.
- Contact external agencies in line with incident reporting guidelines.
- Handle, at Executive level, all press and associated queries relating to the safeguarding conduct of members, associates, affiliates and partners of Croquet England.
- Appoint a National Safeguarding Officer (NSO) whose role is defined (see Safeguarding Roles and Responsibilities)
- Maintain a register of all the Welfare and Safeguarding Officers appointed by Clubs, Federations and Academies.
- Ensure that all organisers and officials of events are aware of Safeguarding for Competitions and Other Events.
- Provide a centralised service for obtaining DBS Enhanced Certificates.
- Maintain a register of members and associates holding DBS Enhanced Certificates registered with the DBS Update Service.
- Share information about anyone found to be a risk to children with the appropriate bodies. For example: Disclosure and Barring Service, Police, Local Authority or Social Services.
- Ensure any actions taken under this policy are reported to and reviewed by the Board of Trustees and the senior management team on an annual basis.
- This policy and its associated procedures will be reviewed following any incidents or concerns raised about child safeguarding within Croquet England, whenever there are changes in relevant legislation, and at least every three years.

### **Clubs', Federations' and Academies' Roles and Responsibilities**

Croquet England requires Clubs, Federations and Academies to:

- Appoint a Club Welfare/Safeguarding Officer or Federation or Academy Safeguarding Officer (see Safeguarding Roles and Responsibilities)
- Accept that all Officers and Committee members have a lead responsibility for safeguarding.
- Adhere to the Child Safeguarding - Codes of Conduct, Child Safeguarding - Reporting Procedures and make use of Child Safeguarding - Guidance.

- Suitably publicise the organisation's adoption of Croquet England's Child Safeguarding Policy and appointment of their Welfare/Safeguarding Officer.
- Ensure that when a parent is not present, a child's interests are protected by the appointment of a Responsible Adult agreed with the parent (see Safeguarding Roles and Responsibilities)
- Ensure that all their organisers and officials of events are aware of Child Safeguarding - Competitions and Other Events.
- Ensure that all those who work regularly with children are properly briefed on this policy, its procedures and guidelines.
- Maintain confidentiality of any alleged safeguarding issues that arise.
- Maintain confidential records of reported cases and action taken.
- Be prepared to challenge and alter practice.

## **Reporting of Incidents and Concerns**

When any safeguarding incident occurs or concern arises about a child or the behaviour of an adult towards a child, it must be reported as soon as possible, following the procedures in Child Safeguarding – Responding, Recording and Reporting Procedures.

## **References**

[Child Safeguarding-Guidance](#)

[Child Safeguarding-Responding, Recording and Reporting Procedures](#)

[Child safeguarding-Child Incident Report Form](#)

[Child Safeguarding-Codes of Conduct](#)

[Child Safeguarding-Templates](#)

[Safeguarding Roles and Responsibilities](#)

[Safeguarding requirement for DBS Enhanced Certificate](#)

[Safer Recruitment Procedures](#)

[Adult Safeguarding Policy](#)

[Equality, Diversity and Inclusion Policy](#)

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