

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



The Friends of KGV Limited (KGV) Child Safeguarding Policy and Procedures February 2022

CONTENTS

1. Introduction	2
2. Principles & Aims	3
3. Policy Statement	4
4. Procedures	6
I. Types of abuse or neglect	6
II. Signs and indicators of abuse or neglect	7
III. What to do if you have a concern	8
IV. Safeguarding Adult flowchart	10
V. Important Contacts	11
VI. Good practice Guideline	11

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



1. INTRODUCTION

KGV is a public sports and community centre welcoming all members of the community to use the facilities. It provides community rooms and grass and 3G pitches, which are available for the public to hire. There is also a daytime café and bar which welcome all members of the public. Surrounding the grounds, there is a public nature trail. The building is fully secured at night after the last sessions have finished following a routine security inspection by the duty staff member. There are security cameras on the outside of the building which monitor the pitch and there are several security cameras placed around the public bar.

KGV is committed to creating and maintaining a safe and positive environment to protect children who use the facilities for sport, parties, clubs and other activities.

The KGV child safeguarding policy and procedures apply to all individuals who are involved with KGV.

KGV will also encourage and support partner organisations, including clubs, associations and sponsors to adopt and demonstrate their commitment to the principles and practice of equality as set out in this child safeguarding policy and procedures.

The policy statement and procedures have been drawn up in order to enable KGV to:

- promote good practice and work in a way that can prevent harm, abuse and coercion occurring to children
- ensure that any allegations of abuse or suspicions are dealt with appropriately and the person experiencing abuse is supported
- stop abuse occurring

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



2. PRINCIPLES & AIMS

KGV acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, States of Guernsey guidance and complies with best practice requirements. The policy recognises that the welfare and interests of children are paramount in all circumstances.

The guidance given in the policy and procedures is based on the following principles:

- All children, regardless of age, ability or disability, gender, race, religion, ethnic origin, sexual orientation, marital or gender status have the right to be protected from abuse and poor practice.
- All children have a positive and enjoyable experience of sport and activities at KGV in a safe and child centred environment.
- All children are protected from abuse whilst participating in activities based at KGV. KGV acknowledges that some children, including children with a disability, children from ethnic minorities and children on a performance pathway, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.
- Safeguarding children is everyone's responsibility. We all have a shared responsibility to ensure the safety and wellbeing of all adults and will act appropriately and report concerns whether these concerns arise within KGV or in the wider community.
- All allegations will be taken seriously and responded to quickly, as detailed in this policy.
- KGV recognises the role and responsibilities of the statutory agencies in safeguarding children and is committed to complying with local safeguarding procedures.

As part of our safeguarding policy the KGV will aim to ensure that 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. This policy will be reviewed every 3 years to ensure it is in line with legislation, or sporting commission guidelines.

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



3. POLICY STATEMENT

This policy will enable KGV to demonstrate its commitment to keeping safe the children with whom it works alongside. KGV acknowledges its duty to act appropriately to any allegations, reports or suspicions of abuse.

This policy and the following procedures applies to all staff, including directors, trustees, paid staff, volunteers and anyone working on behalf of KGV. It is in place so that all staff, volunteers and users of the facilities can work together to prevent abuse and know what to do in the event of abuse.

This policy and the following procedures relate to the safeguarding of children, who are defined as persons aged under 18 years. All users of KGV are responsible for playing their part in safeguarding and promoting the welfare of children, including:

- Acting professionally at all times
- Endeavouring to ensure a safe environment in which children can do their activities
- Being familiar with this policy, and other policies and systems that are of particular relevance to safeguarding, as appropriate to their role
- Being aware of signs and indicators of abuse and neglect, as well as specific safeguarding issues
- Reporting, recording and passing any concerns or suspicions to the KGV Child Welfare Officer as soon as possible, no matter how trivial they may seem; not assuming that someone else will act instead
- Listening to children if they disclose a safeguarding issue
- Maintaining an appropriate level of confidentiality
- Ensuring 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
- Supporting any (on-going) action that might be appropriate, including working in partnership with other agencies, with the aim of improving the child's situation
- Manage services in a way which promotes safety and prevents abuse
- Recruit staff and volunteers safely, ensuring all necessary checks are made
- Provide effective education for paid staff and volunteers through training

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



In order to implement the policy, KGV will:

- Ensure that all directors, trustees, staff, volunteers and users are familiar with this policy and procedures.
- Work with other agencies within the framework of the Committee for Services for Children and Young People.
- Act within its confidentiality policy and will aim to gain permission from service users before sharing information about them with another agency, unless to do so would put them at further risk of harm.
- Should abuse be suspected, a person be in danger or a crime has been committed, that person will be informed that a decision may be taken to pass information to another agency without the service user's consent.
- Make a referral to social services as appropriate.
- Endeavor to keep up to date with island wide developments relating to preventing welfare of children.
- Ensure that the Childrens Welfare Officer understands his/her responsibility to refer incidents of child abuse to the relevant agencies

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



4. PROCEDURES

These procedures have been designed to ensure the welfare and protection of any child who accesses services provided by KGV or held by other organisations using the KGV facilities. The procedures recognise that child abuse can be a difficult subject for workers to deal with. KGV is committed to the belief that the protection of children from harm and abuse is everybody's responsibility and the aim of these procedures is to ensure that all paid staff, Directors, Trustees and volunteers act appropriately in response to any concern around child abuse.

i. TYPES OF ABUSE OR NEGLECT

Abuse is a form of maltreatment of a child, and may involve inflicting harm or failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place in person, online, or a combination (technology may be used to facilitate in-person abuse). Children may be abused by an adult/adults or by another child/children. Categories of abuse include: physical, emotional and sexual and may include:

- physical abuse: including hitting, slapping, punching, burning, misuse of medication, inappropriate restraint
- sexual abuse: including rape, indecent assault, inappropriate touching, exposure to pornographic material
- psychological or emotional abuse: including belittling, name calling, threats of harm, intimidation, isolation

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Abuse, neglect, and safeguarding issues are rarely standalone events that can be covered by one definition or label. In most cases, multiple issues will overlap. Examples of neglect and acts of omission may include withholding the necessities of life such as medication, food or warmth, ignoring medical or physical care needs

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



ii. SIGNS AND INDICATORS OF ABUSE AND NEGLECT

Child abuse, particularly sexual abuse, can bring up strong emotions in those facing such a situation. It is important to understand these feelings and not allow them to interfere with your judgement about the appropriate action to take.

Abuse can occur within many situations including the home, school and the sporting environment. Some individuals will actively seek employment or voluntary work with young people in order to harm them. A coach, instructor, teacher, official or volunteer will have regular contact with young people and will be an important link in identifying cases where they need protection. All suspicious cases of poor practice should be reported following the guidelines in this document.

There are many signs and indicators that may suggest someone is being abused or neglected, these include but are not limited to:

- Unexplained bruises or injuries – or lack of medical attention when an injury is present.
- Depression or social withdrawal
- Consistently expressing feelings of low self-worth
- Unexplained fatigue
- Destructive tendencies
- Poor relationship with peers
- Consistently dishevelled and un-cared for appearance
- Person is not attending / no longer enjoying their sessions. You may notice that a participant is missing sessions and there is no response from their parent/carer about attendance
- Someone losing or gaining weight, showing an unkempt appearance or a deterioration in hygiene.
- A change in the behaviour or confidence of a person.
- They may self-harm.
- They may have a fear of a particular group of people or individual.
- They may tell you / another person they are being abused – i.e. a disclosure.

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



iii. WHAT TO DO IF YOU HAVE A CONCERN

The designated Childrens Welfare Officer (CWO) at KGV is:

Debbie Hunter (General Manager)

debbie@kgv.gg

07781 430 331

They should be contacted for support and advise on implementing this policy. In the event that this person is unavailable or is implicated in this case, then contact the deputy childrens welfare officer:

Mark Latter (Director)

mark@kgv.gg

07911 722 145

The CWO is responsible for training staff on what to do if they have a concern, to ensure concerns are acted on, to follow up any referrals, ensure confidentiality, make ammendments to the childrens safeguarding process as needed and provide support to people who report abuse. KGV will ensure that the Childrens Welfare Officer and other members of staff, directors, trustees and volunteers have access to training around childrens safeguarding. And they will be responsible for an annual review of this policy.

If you want to take action:

It is not the role of the concerned person to investigate suspected abuse themselves, but rather to share information appropriately and support children as part of a wider response.

The course of action to take depends on the circumstances:

1. Child not in immediate danger
2. Child in immediate danger or a serious crime is in progress/imminent
3. Concern relates to the behaviour of a member of KGV staff or someone not employed by KGV.

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



Abuse by KGV Staff

- Any suspicion that a child has been abused by either a member of staff or a volunteer should be reported to the nominated Child Welfare Officer, who will take such steps as considered necessary to ensure the safety of the child in question and any other child who may be at risk.
- The nominated Child Welfare Officer will refer the allegation to the social services department who may involve the police, or go directly to the police if out-of-hours.
- The parents or carers of the child will be contacted as soon as possible following advice from the social services department.
- The Child Welfare Officer would then follow the KGV Disciplinary Policy in dealing with the suspected abuser should they be an employee of KGV.
- If the nominated Child Welfare Officer is the subject of the suspicion/allegation, the associate making the allegation must decide whether direct feedback is sufficient (e.g. possibly in the case of inappropriate handling during an activity without breach of trust or confidence) or whether the report should be made to Social Services or the Police.
- If the child is deemed to be at immediate risk, call the police.

By someone outside of KGV (by disclosure or suspicion)

- Any suspicion that a child has been abused through suspicion or a disclosure made by that child, must be reported to the nominated Child Welfare Officer, who will take the necessary steps to ensure the safety of the child at risk.
- The nominated Child Welfare Officer will refer the allegation to the social services department who may go to the police or go directly to the police if out-of-hours.
- If the child is deemed to be at immediate risk, call the police.

Guidelines for dealing with a suspected safeguarding issue:

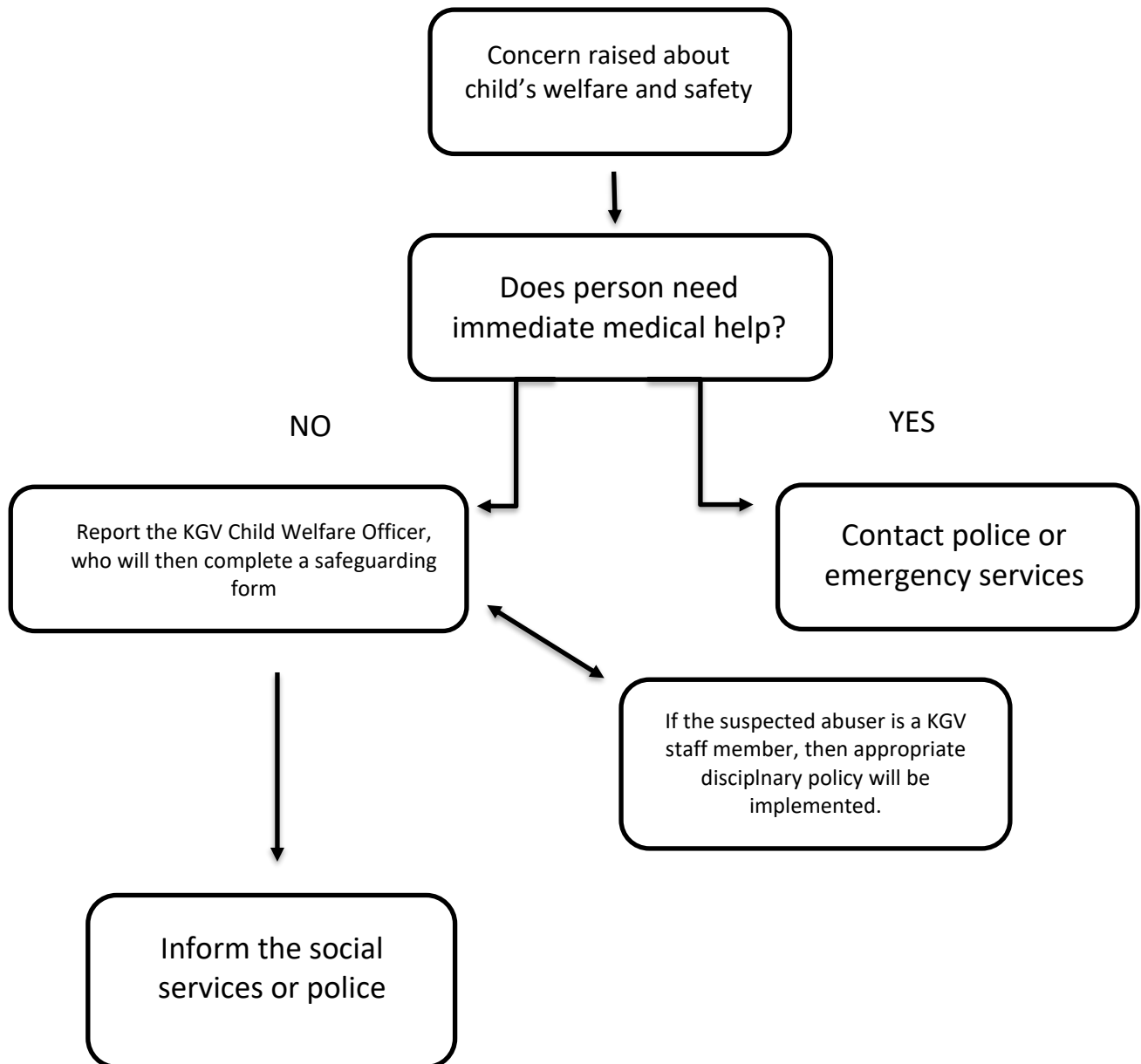
- Maintain appropriate confidentiality
- KGV will fully support and protect the identity of the person who in good faith reports his or her concern of child abuse or neglect
- Make sure relevant information is recorded properly
- Where bullying is concerned make sure all children are able to speak and share their concerns
- The nominated CWO must report all allegations appropriately and take action to ensure the victim is safe

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



iv. SAFEGUARDING CHILDREN FLOWCHART



KGV MEMORIAL PLAYING FIELDS

At the heart of the community



v. IMPORTANT CONTACTS

Contact details for organisations in Guernsey:

Guernsey Police:

Phone: 01481 725 111 (non emergency) or 112 or 999 (for emergency)
(ask for protection unit)

Multi Agency Support Hub, Services for Children and Young People – 01481 223182

Emergency Duty Social Worker for Children's Services (out of hours) 365 days per year, weekends and overnight 5pm to 9am – 01481 725111 (JESCC)

vi. GOOD PRACTICE GUIDELINE

The following are good practice guidelines, specifically recommended toward personnel who work regularly at KGV with children:

- Always work in an open environment
- Treat all children and young people with respect and dignity.
- Always put the welfare of each young person first, before achieving goals or winning.
- Maintain a safe and appropriate
- Build relationships based on mutual trust, which empowers children to share in the decision-making process.
- Make activities fun, enjoyable and promoting fair play, without prejudice.
- Ensure that if any form of manual/physical support is required, it should be provided openly and appropriately. Care is needed, as it is difficult to position hands appropriately in certain circumstances. Children and young people should be consulted and their agreement gained.
- Ensure that where possible, a male and female member of staff should always accompany mixed groups. However, remember that same-gender abuse can also occur.

KGV MEMORIAL PLAYING FIELDS

At the heart of the community



- Give enthusiastic and constructive feedback rather than negative criticism.
- Recognise the developmental needs and capacity of young people with and without disabilities – avoiding excessive physical activity or competition and not pushing them against their will.
- Secure parental consent in writing for the child’s participation, if the need arises to administer emergency first aid and/or other medical treatment.
- Keeping a written record of any incident or accident that occurs, along with the details of any treatment given.
- Hirers and users alike need to be aware that facilities such as toilets might be shared with other groups/users and that appropriate supervision/arrangements should be made.
- KGV management will ensure that employees are made aware of their obligations under Licensing Laws to ensure that alcohol is not sold to those under the age of 18 and that children may be admitted to in bar only until 9pm with an adult.