



NORTH STAFFS



SKI CLUB LTD

North Staffs Ski Club Safeguarding Document

2024

GUIDANCE DOCUMENT & SAFEGUARDING POLICY

NORTH STAFFS SKI CLUB SAFEGUARDING DOCUMENT

This document is based on guidance from Snowsport England’s Snow Safe Policy.

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INTENT

Everyone who participates in the activities at North Staffs Ski Club (NSSC) is entitled to do so in an enjoyable and safe environment. NSSC has a moral and legal obligation to ensure that instructors & all volunteers provide children, young people and vulnerable adults with the highest possible standard of care whilst responsible for them.

NSSC is committed to devising and implementing policies so that everyone in the club accepts their responsibility to safeguard children, young people and vulnerable adults from harm and abuse. This means following procedures to protect them and reporting any concerns about their welfare to appropriate authorities.

NSSC in its duty of care to all members adopts and implements safeguarding policies: Snow Safe Children and Young People, and Snow Safe Adults and any future versions of these policies. These can be found here: [Snow Safe Adults](#) & [Snow Safe Children](#).

The aim of the document and the safeguarding policy is to promote good practice throughout NSSC and ensure everyone understands the issues involved, and how to implement the safeguarding measures necessary to provide children, young people and vulnerable adults with appropriate safety and protection whilst involved in the activities at NSSC. It aims to allow members to make informed and confident responses to specific safeguarding and child protection issues. It will help to maintain professionalism and high standards of practice.

OBJECTIVES

- Ensure all members know what is safeguarding.
- Ensure Safeguarding children, young people and vulnerable adults is the top priority at the NSSC and embedded into all practice.
- Identify and inform children, club members, parents, instructors and volunteers who the club welfare officers are and their role.
- Ensure everyone recognises what good safeguarding practice is.
- Ensure everyone knows what a position of responsibility is.
- Ensure everyone understands what abuse is.
- Ensure everyone at their club is aware it is not their responsibility to determine if abuse has taken place, but it is their responsibility to report and act on any concerns they have.
- Ensure everyone knows who to report concerns to and how to report them.

WHAT IS SAFEGUARDING?

Safeguarding is defined as protecting a person's health, wellbeing, and human rights, and enabling them to live free from harm, abuse and neglect.

Safeguarding is everyone's responsibility.

SNOWSAFE CHILDREN'S POLICY

Snow Sport England's Policy for safeguarding Children can be found here:

[Snow Safe Children](#)

SNOWSAFE ADULT'S POLICY

Snow Sport England's Policy for safeguarding Adults can be found here:

[Snow Safe Adults](#)

WELFARE OFFICERS

North Staffs Ski Club has two welfare officers Ann and Gareth. They have completed the time to listen course which provide them with knowledge and resources necessary to ensure safeguarding concerns are dealt with appropriately. They can be contacted to report safeguarding concerns via ann.loton@ntlworld.com or bott6@icloud.com

SAFEGUARDING POLICY STATEMENT

NSSC acknowledges our duty of care to safeguarding and promoting the welfare of children, young people and vulnerable adults and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice.

NSSC in its duty of care to all members adopts and implements safeguarding policies: Snow Safe Children and Young People, and Snow Safe Adults and any future versions of these policies. These can be found here: [Snow Safe Adults](#) & [Snow Safe Children](#).

NSSC SAFEGUARDING POLICY

This policy is based on guidance from Snow Sport England's SnowSafe Policy 2024

These policies recognises the welfare and interests of children, young people and vulnerable adults are paramount in all circumstances. It aims to ensure that regardless of age, ability or disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, socioeconomic status, sex or sexual orientation all children and young people:

- Have a positive and enjoyable experience in a safe environment.
- Are protected from abuse whilst participating in any activity within NSSC.

NSSC WILL:

- Promote and prioritise the safety and wellbeing of all children, young people and vulnerable adults.
- Ensure all volunteers who work with children, young people and vulnerable adults are recruited taking into account their suitability for that responsibility and are provided with safeguarding guidance and/or training in good practice and Child Protection procedures.
- Ensure DBS checks are carried out on those volunteers who require them.

- Ensure a Club Welfare Officer is appointed to support the Committee in promoting safeguarding at NSSC and ensure that appropriate safeguarding procedures and safer recruitment practice is followed.
- Ensure training and support are provided for Club Welfare Officers so they are aware of and understand best practice and how to manage any concerns.
- Ensure training and support are provided for all affiliated instructors so they are aware of and understand best practice and how to manage any concerns.
- Take all reasonable steps to protect children, and adults from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings.
- Ensure all cases of poor practice that may be abuse and any allegations of abuse are investigated and where appropriate, referred to other agencies.
- Support the person raising or disclosing the concern.
- Ensure all those in a position of responsibility throughout the organisation recognise it is not their responsibility to determine if abuse has occurred, but it is their responsibility to report and act on any concerns they have.
- Ensure that confidential, detailed and accurate records are kept of all safeguarding concerns and maintained and stored securely.

PROMOTING GOOD SAFEGUARDING PRACTICE:

This is everyone's responsibility. All those working with children, young people and vulnerable adults must ensure that:

- Everyone is treated equally and with dignity and respect.
- Good practice is promoted, to reduce the possibility of abusive situations occurring.
- They always work in an open environment (e.g. avoiding private or unobserved situations and encourage open communication with no secrets).
- They make the experience of fun and enjoyable and promote fairness.
- They confront and deal with bullying.
- They are an excellent role model, including not swearing, smoking or drinking alcohol in the company of young people.
- They always put the welfare of the child, young person or vulnerable adult first.
- They build a balanced relationship based on mutual trust, which empowers young people to share in the decision-making process.
- They, along with every instructor and volunteer reflect upon their own practice to ensure the safety and wellbeing of children at all times.
- They keep up to date with technical skills relative to coaching/other qualifications and insurance.
- They are aware of the power that an instructor, volunteer with participants in snowport and avoid any inappropriate or intimate interaction.
- They always give enthusiastic and constructive feedback rather than negative criticism.
- They promote good sportsmanship, encouraging children to be considerate of others.
- They avoid unnecessary physical contact with children. Where any form of manual/physical support is required, it should be provided openly and with the consent of the child. Physical contact can be appropriate where necessary in the sport, so long as it is neither intrusive nor disturbing and the child's consent has been given.
- They use social media appropriately and follow their club's policy and guidance for this.
- They abide by all their club's Policies.
- They abide by NSSC's Code of Conduct.
- They take all concerns seriously and report any concerns relating to child safeguarding immediately.
- They 'whistle blow' if children's welfare or safety is being compromised.
- They help Snowsport England work towards eradicating harassment and abuse of children in snowsport.

Anyone in a position of responsibility must always behave professionally whilst in the presence of members of their club who are under the age of 18. This applies whether it is a club activity or not. Where cases arise where it is impractical or impossible to avoid certain situations, the task should only be carried out with the full understanding and consent of the

parent and the child involved AND the Club Welfare Officer must be notified. The reasons for deviating from the above good practice should be documented on an Incident Report form and given to the CWO and made available on request to the relevant people concerned.

If an adult accidentally hurts a child, a child seems distressed in any manner, appears to be sexually aroused by an adult's actions, or if the child misunderstands or misinterprets something they have said or done, this must be reported as soon as possible to another colleague and a written note made of it. The Club Welfare Officer must be informed as soon as possible.

POSITIONS OF TRUST

Positions of Trust Appropriate behaviour and boundaries must be upheld by anyone "in a position of trust" at the club. Positions of trust would include, but are not limited to instructors, volunteers, Welfare officers, etc. Instructors in particular need to ensure they understand the power and influence they may have over children they are coaching. In a competitive environment this dependency will be increased. The relationship, in essence, is no different to that between a school teacher and pupils in their care. Most adults in a position of trust recognise the boundaries that must not be crossed in terms of the relationship with the young person. NSSC will ensure their young coaches are supported to understand these boundaries. Engaging in sexual relationships with a child under the age of 16 is a criminal offence and will be reported to the Police. Engaging in a sexual relationship with a child aged 16 or 17 over whom you hold a position of trust would be a disciplinary offence and in some circumstances a criminal offence and will be reported to Police and Social Services. A person aged 18 or older who holds a position of authority or responsibility over a child or adult at risk is in a position of trust. Positions of trust are not defined by a qualification or job title, but by reference to the activity which the adult is carrying out in relation to the child or adult at risk, namely, coaching, teaching, training, supervising or instructing (including as a volunteer) on a regular basis. People who are in a position of trust must be aware of the power imbalance they hold over children and adults at risk and not use this for personal advantage or gratification. In June 2022, the Sexual Offences Act 2003 was changed to extend the abuse of position of trust offences to include where an adult is coaching, teaching, training, supervising or instructing a child under 18 years old within sport or religious settings. This means that under the Sexual Offences Act 2003, in England and Wales it is a criminal offence for a person in a position of trust to have a sexual or intimate relationship with a child under 18 years old, even if the relationship is deemed consensual. Therefore, any sexual activity (including online activity) between someone in a position of trust and a child under 18 years old will be formally reported as it may be a criminal offence.

Everyone within the club has a duty to raise concerns about the behaviour of any member which may be harmful to young people in their care, without prejudice to their own position.

NSSC CODE OF CONDUCT

As part of NSSC duty to safeguard our members, everyone must adhere to the Codes of Conduct. Breaches of these can result in individuals' membership being retracted by the committee.

Everyone involved with North Staffs Ski Club (Recreational users, members, parents, instructors, volunteers and Committee members) must agree to follow the relevant codes of conduct set out by North Staffs Ski Club. All of these are set out below.

CODE OF CONDUCT FOR RECREATIONAL USER (SKIERS AND SNOWBOARDERS)

As a member of our club, we understand you have the right to:

- Enjoy the time you spend with us and know that you are safe.
- Be told who you can talk to if something's not right.
- Be listened to.
- Be involved and contribute towards decisions within the club or activity.

- Be respected by volunteers and other members and be treated fairly.
- Feel welcomed, valued and not judged based on your race, gender, sexuality, faith or ability.
- Be encouraged and develop your skiing or snowboarding with help and support.
- Be looked after if there's an accident or injury and if relevant have your parents/guardians informed, where appropriate.

As a member of our club, we expect you to:

- Keep yourself safe by listening to instructors and follow the ski way code.
- Behave responsibly and speak out when something isn't right.
- Take care of our equipment and premises as if they were your own.
- Let the club know if you are not able to attend booked lessons.
- Wear the right kit including long sleeved tops, long trousers and gloves on the slope and make sure they are suitable for the weather conditions.
- Follow the rules of the club and activity always.
- Respect the privacy of others.
- Make our club and activity a fun, happy, friendly and welcoming place to be.
- Respect and celebrate difference in our club or activity and not discriminate against anyone else on the grounds of age, gender, race, sexual orientation, faith or ability.
- Understand that the use of abusive or inappropriate language, bullying, physical violence or any other behaviour which hurts others will not be tolerated by the club.
- Understand that poor behaviour may result in the club taking disciplinary action against you. Any behaviour which may be a criminal offence will be reported to police by the club.
- Report any incidents of bullying or unkind behaviour to the club, even if you're just a witness.
- Report accidents, incidents and near misses in the club house.
- Treat others with respect and appreciate that everyone has a different level of skill or talent.
- Support and encourage others.
- Respect the committee members, coaching and teaching team and all volunteer helpers at the club.
- Get involved in club decisions, it's your club too.

CODE OF CONDUCT FOR PARENTS/GUARDIANS

As a parent/guardian of a club member we understand you have the right to:

- Be assured that your child is safeguarded during their time with us.
- Know how to access our club policies, rules and procedures.
- Know who the Welfare Officer is and how to contact them.
- Know that any concerns about your child's welfare will be listened to and responded to.
- Know what qualifications and training those with responsibility for your child have.
- Be informed of problems or concerns relating to your child, where appropriate.
- Know the procedure should your child be involved in an accident or become injured.
- Make a complaint to the club committee or Welfare Officer (as appropriate).

As a parent/guardian of a club member we expect you to:

- Make sure your child has the right equipment for the weather conditions as well as enough food and drink.
- Ensure your child arrives to instructed sessions such as junior club on time and is picked up promptly.
- Complete all consent, contact and medical forms and update us straight away if anything changes.
- Maintain a good relationship with your child's instructors.
- Tell us if you wish to talk to us about any concerns regarding your child. We will arrange a mutually convenient time so you can talk to us.
- Not enter the slope during junior club or lessons or interrupt unless in an emergency.

- Remember that children get a wide range of benefits from participating in one of our sports, like making friends, getting exercise and developing skills.
- Behave positively as a spectator and treat others with respect.
- Give encouragement to your child and tell them when they've done well and provide support when they are struggling.
- Respect and celebrate difference in our club or activity and not discriminate against anyone else on the grounds of gender, race, sexual orientation, faith or ability.
- Respect the committee members, instructor team and all volunteer helpers at the club.
- Understand that the use of abusive or inappropriate language, bullying, physical violence or any other behaviour which hurts others will not be tolerated by the club.
- Understand that poor behaviour may result in the club taking disciplinary action against you. Any behaviour which alleges a criminal offence will be reported to police by the club.
- Talk to your child and ensure they understand the rules of the club and the sport.
- Ensure your child understands their Code of Conduct.

CODE OF CONDUCT FOR INSTRUCTORS

As a coach or teacher, we understand you have the right to:

- Enjoy the time you spend with us and be supported in your role.
- Be informed of safeguarding policies and reporting procedures.
- Know who the Welfare Officer(s) is/are and how to contact them.
- Be aware of the club rules and procedures.
- Be involved and contribute towards decisions within the club. Have access to ongoing training and CPD in all aspects of your role.
- Be respected and treated fairly by the club.
- Feel welcomed, valued and listened to.

As a coach or teacher at the club we expect you to:

- Adhere to and implement the clubs safeguarding procedures.
- Adhere to the clubs regulations, Code of Ethics, club constitution and rules.
- Refer all child safeguarding concerns to the Welfare Officer.
- Champion everyone's right to take part and celebrate difference in our club or activity by not discriminating against anyone else on the grounds of gender, race, sexual orientation, faith or ability.
- Respect your position of trust and maintain appropriate boundaries and relationships.
- Consider your behaviour and do not engage in any behaviour that constitutes any form of abuse.
- Not use your position to obtain personal benefit, reward or to pursue an inappropriate or sexual relationship
- Respect children's trust and rights whilst being honest and open with them.
- Challenge and address instances of poor, negative, aggressive or bullying behaviour. Seek advice from the Welfare Officer where necessary.
- Lead by example promoting positive behaviour, good sportsmanship and encourage children to behave in a positive manner and follow the rules of the club and sport.
- Keep your instructor qualifications and CPD up to date.
- Complete safeguarding training every three years.
- Ensure you have a current Disclosure and Barring Service (DBS) certificate (renewable every three years).
- Use positive and constructive methods when instructing and ensure programmes are appropriate for the age, ability and experience.
- Always put the wellbeing, health and safety of people before all other considerations including the development of performance.
- Keep people safe in your sessions with appropriate staffing ratios, using safe methods of instruction and techniques and by putting their safety first.

- Ensure any equipment used is fit for purpose, safe to use and accessible.
- Follow the club procedures should someone have an accident or suffer an injury.
- Develop positive relationships with parents/guardians.
- Listen to any concerns the parent/guardian or child may have and seek advice (where appropriate) to resolve any concerns.
- Treat all personal information about children or their families on a confidential “need-to-know” basis unless information sharing with others is required to protect and safeguard a child from harm.

CODE OF CONDUCT FOR COMMITTEE MEMBERS AND VOLUNTEERS

As a volunteer at the club, we understand you have the right to:

- Enjoy the time you spend with us and be supported in your role.
- Be informed of safeguarding reporting procedures.
- Know who the Welfare Officer(s) is/are and how to contact them.
- Be aware of the club rules and procedures.
- Be involved and contribute towards decisions within the club.
- Be respected and treated fairly by the club.
- Feel welcomed, valued and listened to.

As a volunteer at the club, we expect you to:

- Adhere to and implement club safeguarding procedures.
- Adhere to the club regulations, Code of Ethics, club constitution and rules.
- Refer all safeguarding concerns to the Welfare Officer.
- Champion everyone’s right to take part and celebrate difference in our club or activity by not discriminating against anyone else on the grounds of gender, race, sexual orientation, faith or ability.
- Adhere to your role responsibilities.
- Make our club a happy, friendly and welcoming place for all members.
- Attend safeguarding training every three years if applicable for your role.
- Ensure you have a current Disclosure and Barring Service (DBS) certificate (renewable every three years) if applicable to your role.
- Keep any qualifications or CPD up to date if applicable to your role.
- Lead by example by promoting positive behaviour and good sportsmanship. Encourage all members to behave in a positive manner and follow the rules of the club and sport.
- Never encourage or condone members of the club to breach the rules of the sport.
- Treat all personal information about members or their families on a confidential “need-to-know” basis unless information sharing with others is required to protect and safeguard a child from harm.

ABUSE

Vulnerable adults, children with disabilities, elite athletes, children in care, children from black and mixed ethnic backgrounds and children who have previously suffered abuse are all at increased risk of harm. Children whose parents are suffering from mental health problems, pressure, drug or alcohol abuse or domestic violence within the family are at increased risk of harm. However – just because a child is living in these circumstances does not mean they are suffering harm.

There are four main types of child abuse: physical, emotional, neglect and sexual abuse.

Children and young people can also be harmed through poor practice and bullying within a snowsport setting.

PHYSICAL ABUSE

When someone physically hurts or injures someone by hitting, shaking, throwing, poisoning, burning or scalding, drowning, biting, or other physical harm of a child. Physical harm may also be caused when a parent fabricates the symptoms of, or deliberately induces illness.

In snowsport physical abuse may occur where the level and intensity of training or competition exceeds the capacity of the child's immature and growing body, or where coaches encourage the use of drugs or harmful substances to enhance performance, or athletes being told to participate when injured.

EMOTIONAL ABUSE

This is the persistent emotional maltreatment of another person to cause severe and persistent adverse effects on emotional development. It may involve telling a someone they are worthless, unloved, inadequate or valued only insofar as they meet the needs of another person. It may involve unrealistic expectations for their age or development being imposed on children or even the over protection of a child. Or causing the someone to feel frightened or in danger by constantly being shouted at, threatened or taunted which may make the individual very nervous and withdrawn.

There is a degree of emotional abuse involved in all types of child abuse, though it can occur alone.

In snowsport emotional abuse may occur if children or adults are subjected to constant criticism or name calling, sarcasm, bullying, racism or pressure to perform to unrealistically high expectations; or when their value or worth is dependent on sporting success or achievement.

NEGLECT

This is when adults consistently or repeatedly fail to meet a child's or vulnerable basic physical and/or psychological needs, which could result in the serious impairment of the health or development. It may involve failure to provide adequate food, clothing or shelter; failure to protect a child or vulnerable adult from physical or emotional harm or danger; failure to adequately supervise them.

Within snowsport neglect may occur if a coach or supervisor repeatedly fails to ensure children are safe or supervised; subjecting children to undue cold or extreme weather conditions without ensuring adequate clothing or hydration; exposing children or vulnerable adults to unnecessary risk of injury e.g. by ignoring safe practice guidelines; requiring children to perform when tired, injured or unwell, or pushing the child too hard or beyond their capability or failing to seek medical help when required.

SEXUAL ABUSE

This is where children and young people are abused by adults (male or female) or other children who use them to meet their own sexual needs. It could include full sexual intercourse, masturbation, oral sex, anal intercourse, kissing, sexual fondling and grooming a child in preparation for abuse (including via the internet). Showing children pornographic material (books, videos, pictures) or involving the child in the production of sexual images, watching sexual activities, looking at sexual material or participating in sexual discussions are also forms of sexual abuse.

Boys and girls can be sexually abused. Men, women and children can be the abusers. The shame of sexual abuse often prevents children from coming forward. Unfounded accusations of sexual abuse are not common; if a child confides in you, take him or her seriously.

It should be noted that some individuals deliberately target sports activities to gain access to, and abuse children. Grooming may occur over several years before an individual makes his or her move. There is evidence within sport that some individuals have deliberately ignored governing body codes of practice and used physical contact within a coaching role to mask their inappropriate touching of children. Contacts made within sport and pursued through texts, WhatsApp, Facebook, Twitter etc have been used to groom children for abuse.

Within snowsport coaching techniques which involve physical contact with children can create situations where sexual abuse can be disguised and may therefore go unnoticed. The power and authority of, or dependence on the instructor if misused, may also lead to abusive situations developing. It is inappropriate for instructors and others to ask young people about their boyfriends and girlfriends and in some cases, this could be part of a grooming process.

BULLYING

Bullying can occur whenever people come together, including within sport situations. Bullying can take many forms and is harmful to the victim. It may be physical such as hitting; online or cyber such as abusive messages, comments or images on social media; involve damage or theft of property; be based on someone's gender, ethnicity, sexuality or disability; or be about their sporting ability.

The competitive nature of snowsport makes it an ideal environment for bullies to operate in. Increasingly there is a range of specific areas of concern that children may be being abused that you need to be aware of, some of which are summarised below:

CYBER-BULLYING

When a person or group of people use the internet, mobile phone, online games or other kind of digital technology to threaten, tease, upset or humiliate someone else.

It is a form of bullying but because it happens online or on mobile phones can happen 24 hours a day, 7 days a week. It can be done anonymously by blocking the sender's details or setting up a fake account. There is however always a trail, and children should be asked to keep the emails, abusive texts and messages and seek help.

HAZING

Hazing refers to any activity expected of someone on joining a group, or maintaining status in a group, that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. We know that hazing exists in schools, universities and in sports environments and need to be aware it could exist in snowsport. Typical hazing activities include sleep deprivation, personal servitude, binge drinking and drinking games, being forced to wear embarrassing attire, carry out dangerous stunts and sexual assault.

OTHER TYPES OF ABUSE

CHILD SEXUAL EXPLOITATION

The request/demand/ performing of any sexual act of an under 18 year old, in exchange for any type of reward, monetary or otherwise, including a threat not to carry out an action (e.g. sending pictures of the child to others). Larger police services have specific units to deal with these concerns.

FEMALE GENITAL MUTILATION (FGM)

An illegal procedure which involves the partial or complete removal of the external female genitalia, or other injury to the female genital organs for non medical reasons. This usually takes place between infancy and 15 years of age, but can be performed on older girls. Traditionally it is carried out in 29 countries in Africa and parts of Asia, Latin America and the Middle East. Due to migration, FGM is now practiced globally.

RACIST OR HOMOPHOBIC ABUSE

Usually verbal and can be threatening in its use.

SELF-HARM

Self-inflicted cutting, scratching, injecting or other types of self-physical harm including drug misuse.

RECOGNISING ABUSE

Recognising abuse is not easy. Below are some guidelines and common indicators of abuse.

Most children will collect cuts and bruises as part of the rough and tumble of everyday life. Injuries should be interpreted considering the child's medical and social history, developmental stage and the explanation given. Most accidental injuries occur over bony parts of the body, e.g. elbows, knees, shins, and are usually on the front of the body. With the exception of the physical signs (bruising, bites, scalds etc) you should primarily be concerned with changes in a child's behaviour. Some children may always have difficulty in interacting with other children. Indicators that a child may be being abused include the following:

- Unexplained bruising, marks or injuries on any part of the body.
- Multiple bruises, in clusters, often on the upper arm or outside of the thigh.
- Cigarette burns.
- Human bite marks.
- Broken bones.
- Scalds with upward splash marks.
- Multiple burns with a clearly demarcated edge.
- Aggressive behaviour or severe temper outbursts.
- Flinching when approached or touched.
- Fear of being left with a specific person or group of people.
- Reluctance to get changed.
- Depression or withdrawn behaviour.
- Saying they have secrets they cannot tell anyone.
- Sexual knowledge beyond their age or developmental level.
- Dirty, smelly or inappropriate clothing for the conditions, or getting their clothes torn.
- Pain or itching in the genital area or discomfort when walking or sitting down.
- Sulking, hair twisting, rocking, fear of making mistakes, sudden speech disorders.
- Fear of parents being approached for an explanation.
- Developmental delay in terms of emotional progress.
- Complaining of being tired all the time.

If a someone is being bullied or abused at the club, in addition to the above, the following may be observed:

- Reluctance to attend
- An unexplained drop off in performance
- Behavioural changes

This is not a definitive list, but should serve as a guide to assist you. Remember too that many children will exhibit some of these indicators at some time, and the presence of one or two indicators should not be taken as proof that abuse is occurring. There may well be other reasons for changes in behaviour.

AWARENESS OF ABUSE

There are a number of reasons why you may become aware of a possible case of abuse and these include:

- Something a child has said
- You may see it happening
- Signs or suspicions of abuse

- An allegation made against a member of your club
- An allegation made about a parent or someone not working within the sport
- Response to bullying
- Response to allegations against a coach, employee, volunteer or official of a breach of a code of conduct, or poor practice
- Observation of inappropriate behaviour by a coach, employee, volunteer or official or child
- You may witness something yourself
- someone might come to you with their concerns.

RESPONDING TO THE ALLEGATION, DISCLOSURE OR SUSPICION

Anyone responding to a disclosure, suspicion or allegation must:

- Stay calm – so as not to frighten the child or vulnerable adult. Do not show disgust or disbelief
- Ensure the child or vulnerable adult is safe and feels safe
- Reassure the child they are not to blame
- Be honest, do not say you can keep a secret, but say you may need to tell someone else for them to be helped
- Listen carefully, showing they are being taken seriously
- Keep questions to a minimum, only if necessary to clarify what is being said. Avoid asking leading questions. The law is very strict and child abuse cases have been dismissed where it is felt that the child has been led or words and ideas have been suggested during questioning.
- Keep an open mind, do not make assumptions or judgments
- If they needs urgent medical help – call an ambulance. Inform doctors of the concern and ensure they are aware it is a Safeguarding/Child Protection issue.
- If you are concerned for the immediate safety call the Police, 999.

All allegations, disclosures or suspicions must be reported to the club welfare officer as a matter of urgency.

Never:

- Approach any alleged abuser to discuss the concern
- Make promises to the you cannot keep
- Rush into actions that may be inappropriate

Remember to maintain confidentiality; with the exception of the welfare officer only discuss the matter with others if it will help protect the child, young person or vulnerable adult.

RECORDING THE RELEVANT INFORMATION

Any information passed to Snowsport England, children’s social care, the Police, the Local Authority Designated Officer (LADO) etc must be as helpful and accurate as possible. It is important to write down as much information at the time, or as soon as possible afterwards. An Incident Report Form should be used if possible. Information recorded must include:

- Details of the child (name, address, gender, date of birth, home telephone number)
- Details of the parent or guardian (name, address, telephone number)
- Whether the parents/guardian have been informed
- Details of the person expressing their concern
- Details of the nature of the allegation – what you are told, use the exact words if you can, or observations
- Description of any visible bruising or other injuries
- Details of the person alleged to have caused the incident or injury (name, address, date of birth/approximate age, telephone number – if you are able to get this information without arousing suspicion)
- Witnesses to the incident

- Times, dates and other relevant information
- It must be clearly documented what is fact, or you have been told, and what is opinion or hearsay
- A signature, date and time on the report

REPORTING THE RELEVANT INFORMATION

It is recognised that strong emotions can be aroused, particularly in cases where sexual abuse is suspected or where there is misplaced loyalty to a colleague. It is important to understand these feelings, but not allow them to interfere with your judgement about any action to take.

If you are concerned for the immediate welfare of a child, dial 999 and say it is a child protection concern. Keep a note of the name and job title of the person you spoke to, and the crime reference number.

For other concerns: Information should be shared on a strictly need to know basis and other than to protect a child, should remain confidential.

- Only tell people who “need to know” to safeguard the child. This will not usually include any other staff at the club. Except for the club welfare officer.
- Ensure anyone you share the information with understands the need for confidentiality

If you become aware that someone may not be suitable to work or be around children – e.g. you read something in the paper, or hear something about someone, and this person is involved within snowsport in any capacity including parent, participant, competitor, coach, committee member, official etc – ALWAYS report it to the welfare officer, don’t assume someone else has.

The club Welfare Officer should only deal with minor issues themselves and will pass on any possible child protection concerns to the Safeguarding Lead of SE or in an emergency, the Police/Children’s Social Care (and let the SE Safeguarding Lead know at the earliest opportunity)

If a criminal offence has taken place report it to the Police.

It is often only by seeing the larger picture, that we can identify someone is a potential risk to children.

If abuse is reported the club welfare officer should complete an Incident Form and forward a copy to the Safeguarding Lead at Snow sport England who will:

- Record the concern
- See if any other incidents have been reported
- Advise the CWO if there is any further action they should take
- Where appropriate, deal with the matter themselves, informing the CWO where possible
- Where appropriate, refer the matter to the Police, Children’s Social Care or the LADO
- Where appropriate, start Disciplinary Proceedings.

It is not always possible to inform the club of the outcome of the matter, for reasons of confidentiality (for example if the person has subsequently left the club). In other situations the club will be informed.

Reporting forms can be found attached to the safeguarding noticeboard in the club house.

SAFEGUARDING CONCERNS OUTSIDE OF NORTH STAFFS SKI CLUB

If you are concerned a child may be being abused outside of the club, follow the same procedures for reporting. If you are concerned for the immediate welfare of a child, dial 999 and say it is a child protection concern.

Remember Safeguarding is everyone’s responsibility

SNOW SPORT ENGLAND DOCUMENTATION

All the following documents created by Snowsport England are adopted by NSSC.

Snow Safe Children [Click here](#)

Snowsafes Adults [Click here](#)

Snowsafes Toolkit [Click here](#)

Snowsafes Adult procedures [Click here](#)

Information for parents and young people [Click here](#)

DBS policy [Click here](#)

USEFUL CONTACTS

NSSC WELFARE OFFICERS

Ann Loton ann.loton@ntlworld.com

Gareth Bott bott6@icloud.com

Emily Bagshaw

STOKE ON TRENT LADO

LADO referrals should be made via the Children's Advice and Duty service (ChAD) on **01782 235100** or email CHAD.Referrals@stoke.gov.uk

SNOWSPORT ENGLAND SAFEGUARDING LEAD

Mark Vaughan - welfare@snowsportengland.org.uk

NATIONAL CONTACTS FOR SAFEGUARDING

ChildLine UK – 24 hour helpline for children +44 (0) 800 1111

Child Exploitation and Online Protection Centre +44 (0)870 000 3344

Child Protection in Sport Unit (CPSU) +44 (0)116 234 7278

Kidscape – helpline for adults concerned about bullying +44 (0)8451 205 204

NSPCC Freephone – 24 hour helpline for adults concerned about a child +44 (0) 808 800 5000

The Samaritans +44 (0) 8457 909090

Ann Craft Trust (Adult Safeguarding) +44 (0) 115 951 5400

MIND – Mental Health Concerns + 44 (0) 300 123 3393

SANELine – helpline 365 days of the year between 1630-2230 hours + 44 (0) 300 304 7000