**Dorchester RIOT Running Club Safeguarding Policy**

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 Dorchester RIOT Running Club activities including

its own activities aimed at adults and events which may also be open to children.

We all have a responsibility to safeguard adults who are experiencing, or are at risk of,

abuse and neglect; and to safeguard children.

**1.Policy statement**

Dorchester RIOT 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/coaches/officers - have a role

and responsibility to help ensure the safety and welfare of members and guests.

Athlete Code of Conduct: (Appendix 1) <https://england-athletics-prod-assets-bucket.s3.amazonaws.com/2021/05/codes-of-conduct-senior-athletes.pdf_0.pdf>

Club Code of Conduct (Appendix 2) <https://england-athletics-prod-assets-bucket.s3.amazonaws.com/2021/05/codes-of-conduct-club-safeguarding.pdf_0.pdf>

Volunteer Code of Conduct (Appendix 3) <https://england-athletics-prod-assets-bucket.s3.amazonaws.com/2021/05/codes-of-conduct-volunteers.pdf_0.pdf>

The club accepts that we are required to fulfil 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.

**2. Safeguarding of Adults**

The club has adopted the guidance of UK Athletics, Safeguarding Adults Policy and procedures found here:

<https://england-athletics-prod-assets-bucket.s3.amazonaws.com/2021/05/Adult-Safeguarding-Procedures.pdf>

<https://england-athletics-prod-assets-bucket.s3.amazonaws.com/2021/05/Adult-Safeguarding-Policy.pdf_0.pdf>

and strongly endorses that everyone who takes part in athletics is entitled to participate

 in an enjoyable and safe environment.

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 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**

A child is defined as anyone under the age of 18 years of age.

The club is committed to promoting best practice when working with children, and to ensure that

everyone involved in the club understands their responsibilities to safeguard children from harm and

abuse. This means taking action to report any concerns about a child’s welfare. Concerns should be

reported immediately to the Dorchester RIOT Welfare Officer. It is not the responsibility of the club

to determine whether or not abuse has taken place this is the domain of the child protection

professionals.

Dorchester RIOT Running Club has a policy allowing juniors aged 12-18 to run when accompanied by

a parent or guardian, as long as they run together in a group led by a qualified Leader in Running

Fitness, who will have a current DBS check and have undergone safeguarding training.

Please see the full Parents/Carers policy here:

<https://england-athletics-prod-assets-bucket.s3.amazonaws.com/2021/05/codes-of-conduct-parents-carers.pdf_0.pdf>

The club has adopted the guidance of UK Athletics, Safeguarding and Protecting children in Athletics Policy and procedures found here:

<https://england-athletics-prod-assets-bucket.s3.amazonaws.com/2021/05/Child-Safeguarding-Procedures.pdf>

<https://england-athletics-prod-assets-bucket.s3.amazonaws.com/2021/05/Child-Safeguarding-Policy.pdf_0.pdf>

Working Together to Safeguard Children (2017) 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.

https://england-athletics-prod-assets-bucket.s3.amazonaws.com/2021/05/Child-Safeguarding-Policy.pdf\_0.pdf- 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 and undertake basic safeguarding training.

The club will make its Safeguarding Policy and Procedures available to all officers,

volunteers, members and partner organisations.

**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 of adults and this could include children or adults at risk.

During some club events, an official photographer may be present. In these circumstances,

Dorchester RIOT Running Club will:

- Inform athletes and parents that a photographer will be in attendance, and inform them

of the intended publication of films or photographs

- 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

- Obtain assurance from the photographer that any photographic images taken and used

will be stored securely, and destroyed when no longer required for the purpose or

timeframe agreed

- Obtain assurance from the photographer that images of people are not taken other than

when they are in suitable dress

- Not allow unsupervised access to children or adults at risk or one to one photo sessions

- Inform athletes and parents how to act on any safeguarding concerns at the event, 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 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.

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.

The Photography consent form for children will be sent to the parent/guardian prior to their child’s

 first run with the club.

- We will never publish personal details (email addresses, telephone numbers, addresses

etc) of a child, young person or adult at risk.

- It will be assumed that all adult club members have consented to the use and publication of their

images on weekly club activities and club events 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 an expert 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 what constitutes poor

practice, abuse or bullying but it is your responsibility to report your concerns to the club

Welfare Officer or committee Chairman. 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 or Chairman 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.

**Useful Contacts for Club July 2021**

**Welfare Officer** Anne Saunders

**Club Chairman** Martin Mustoe

Both accessible through the RIOT email: getintouch@runriot.uk or Private message

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

with properly you can contact:

**IMMEDIATE RISK**-Crime/immediate risk- Call Police or Social Services

**Medical-**Call an ambulance -999

**Adults at Risk**

Dorset safeguarding adult’s team

Report abuse of an adult (Safeguarding)-If you know someone is being abused, or think they may be, call:

Residents in the Dorset Council area call 01305 221016

Email: adultaccess@dorsetcouncil.gov.uk

Out of hours -Social Services 01305 858250

 <https://www.dorsetcouncil.gov.uk/care-and-support-for-adults/dorset-safeguarding-adults-board/reporting-a-concern.aspx>

**Children at Risk**

Dorset safeguarding children team- Children's Advice and Duty Service (ChAD)

Single point of contact for safeguarding concerns

Tel: 01305 228866

Dorset Out of Hours Service 01305 228558

<https://www.dorsetcouncil.gov.uk/children-families/worried-about-a-child.aspx>

**Local Family Support Team**:

Dorchester locality

Email: dorchesterlocality@dorsetcouncil.gov.uk

Tel: 01305224220

 **NSPCC helpline**

If you're worried about a child, even if you're unsure, contact our professional counsellors for help, advice and support.

Call us or email help@nspcc.org.uk.

0808 800 5000

18 or under? Under 18’s Childline offers free, confidential advice and support whatever your worry, whenever you need help.

0800 1111

Appendix 1 **UKA CODE OF CONDUCT FOR ATHLETES**

CODE OF CONDUCT: SENIOR ATHLETES July 2021

• abide by the UKA and the HCAF Child Safeguarding Policy and Child Safeguarding Procedures

 • abide by the UKA and the HCAF Adult Safeguarding Policy and Adult Safeguarding Procedures

 • respect the rights of every athlete, coach, technical official and others involved in athletics and

treat everyone equitably

 • uphold the same sporting values away from sport as I do when I am engaged in athletics

 • participate within the rules of the sport, respect decisions of coaches and officials, and

demonstrate respect towards fellow athletes

 • cooperate fully with others involved in the sport such as coaches, technical officials, team

managers, doctors, physiotherapists, sport scientists and representatives of the governing body in

my best interests and those of other athletes

 • consistently promote positive aspects of the sport and never condone rule violations or the use of

prohibited substances

 • anticipate and be responsible for my own needs, including being organised, having the

appropriate equipment and being on time

 • inform my coach of any other coaching that I am seeking or receiving

 • act with dignity and display courtesy and good manners towards others

 • in no way undermine, put down or belittle other athletes, coaches or practitioners

 • avoid swearing and abusive language whilst in athletic venues, at club functions and events, or when as part of a team/squad

 • never engage in any inappropriate or illegal behaviour

 • challenge and report inappropriate behaviour and language by others

 • not misuse or abuse sporting equipment and venues

 • not carry or consume alcohol or illegal substances while training or competing in athletics

 • maintain strict boundaries between friendship and intimacy with a coach or official

 • use safe transport or travel arrangements

• act ethically, professionally and with integrity, and take responsibility for your actions.

BREACH OF THE CODE OF CONDUCT

I understand that if I do not follow the code, action can be taken by my club and I may:

 • be asked to apologise for my behaviour

 • receive a verbal warning from my coach

 • receive a verbal or written warning from the club committee

 • be suspended from attending club training sessions

 • be suspended from the club

 • be required to leave the club.

Print name . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

Signature .

-Advice and support regarding Club and Athlete Compliance and Wellbeing matters can be obtained by contacting Emma Davenport – England Athletics Head of Clubs and Participation edavenport@englandathletics.org or call 07967317341.

• Advice and support regarding Safeguarding/Child Protection concerns or UKA Licensed Coach/Official concerns can be obtained by contacting Angus Macdonald safeguarding@uka.org.uk or call 07983 081 122.

• Advice and support regarding DBS (Disclosure & Barring Service) enquiries can be obtained by contacting Laura Mottershead – UKA Welfare Administrator dbs@uka.org.uk or call 0121 713 8450 (option 1).

Appendix 2 **UKA SAFEGAURDING CODE OF CONDUCT FOR ATHLETIC CLUBS**

Every club committee has a responsibility to implement and communicate codes of conduct, as well

as relevant policies and processes which link to the codes.

The Safeguarding section of the UKA and relevant Home Country governing body websites contain

examples of the documents listed below.

Affiliated clubs must:

 • adopt the UKA and HCAF Child Safeguarding Policy and Child Safeguarding Procedures, and

ensure they are displayed prominently on websites and social media pages

 • adopt the UKA and HCAF Adult Safeguarding Policy and Adult Safeguarding Procedures, and

ensure they are displayed prominently on websites and social media pages

 • adopt the UKA and HCAF Codes of Conduct and ensure they are signed up to by those working

and volunteering in regulated roles, parents/carers and athletes (clubs that have online

membership processes, or utilise third party sites, must make sure the process includes a section

for the applicant to read and agree to abide by the codes of conduct)

 • adopt the UKA and HCAF procedures for managing safeguarding concerns

 • 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

 • adopt an induction process for new members that includes agreeing and signing 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

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.

Appendix 3: CODE OF CONDUCT: VOLUNTEERS

 (EXCLUDING LICENSED COACHES AND TECHNICAL OFFICIALS)

Volunteers are the lifeblood of athletics and they play a crucial role in clubs and at events. Some

volunteers will be more involved in a club or event than others and responsibilities will vary, but

regardless of the role, there is a need for all volunteers to recognise and understand that there are

shared standards of behaviour to which they must comply, and which are in place to protect all

participants and promote participation for fun and enjoyment.

As a responsible volunteer, I will:

 • abide by the UKA and the HCAF Child Safeguarding Policy and Child Safeguarding Procedures

 • abide by the UKA and the HCAF Adult Safeguarding Policy and Adult Safeguarding Procedures

 • ensure that where my role requires, I have obtained an acceptable criminal record check (DBS/

Disclosure Scotland/Access NI) (Access to particular roles will be denied to anyone who does not

have an acceptable criminal record check or who refuses to share the certificate with UKA or the

HCAF when required)

 • ensure that activities I arrange or support are appropriate for the age, maturity, experience and

ability of the individuals involved

 • cooperate fully with others involved in the sport such as coaches, technical officials, team

managers and representatives of the governing body

 • in no way undermine, put down or belittle other officials, athletes, coaches or practitioners • consistently promote positive aspects of the sport (e.g. fair play) and never condone rule violations

or adopt or encourage the use of prohibited or age-inappropriate substances or techniques

 • never engage in the massage of an athlete under the age of 18 years. I understand that I require

an up-to-date and recognised qualification in sports massage or another relevant qualification

from a recognised body or authority to engage in the massage of an athlete over 18 years

 • follow the relevant guidance on social media use and not post on social media any content which

is inappropriate or offensive

 • avoid swearing, abusive language and irresponsible or illegal behaviour, including behaviour that

is dangerous to me or others, acts of violence, bullying, harassment and physical and sexual abuse

 • avoid destructive behaviour and leave athletics venues as I find them

 • not carry or consume alcohol or illegal substances while volunteering in athletics

 • avoid carrying any items that could be dangerous to me or others, excluding athletics equipment

used in the course of my athletics activity

 • challenge inappropriate behaviour and language by others and report any suspected misconduct

by other coaches or other people involved in athletics to the club, HCAF/UKA Safeguarding Team

as soon as possible

 • volunteer my time without discrimination on grounds of age, gender, sexual, cultural, ethnic,

disability or religious preference

 • respect the rights, dignity and worth of every person and treat everyone equally, regardless of

background or ability

• report any accidental injury, distress, misunderstanding or misinterpretation to the Club Welfare

Officer as soon as possible

 • never exert undue influence to obtain personal benefit or reward

 • develop healthy and appropriate working relationships with athletes and other volunteers based

on mutual trust and respect, especially with anyone under 18 years or who are adults at risk

 • never incite or engage in sexual activity, inappropriate touching or communication (in person or

social media or any other form of verbal or non-verbal communication) with anyone under 18

years of age

 • never incite or engage in sexual activity, inappropriate touching or communication (in person or

social media or any other form of verbal or non-verbal communication) with an athlete who is an

adult at risk coached by me or under my supervision

 • not use my position as a volunteer to incite or engage in sexual activity, inappropriate touching

or communication (in person or social media or any other form of verbal or non-verbal

communication) with athletes under my supervision who are aged over 18 years

 • avoid spending time alone with young athletes (under 18) unless clearly in the view of other adults

 • never take young athletes (under 18) alone in my vehicle

 • never invite a young athlete (under 18) alone into my home

 • never share a bedroom with a young athlete (under 18).

BREACH OF THE CODE OF CONDUCT

I understand that if I do not follow the code, I may be subject to disciplinary action and sanction by my club, HCAF and/or UKA.

I may:

 • receive a verbal warning

 • receive a written warning

 • be required to attend training

 • be suspended by the club/HCAF/UKA

 • be required to leave or be dismissed by the club/HCAF/UKA.

Print name . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

Signature .