Reviewed by: Hilda Coulsey

Date: 6th February 2021

Review in 2024 or when new UK Athletics guidance is issued.

**Ilkley Harriers Safeguarding and Welfare Policy and Procedures**

It is everyone's responsibility to ensure the welfare of all those who participate in athletics. The club recognises that the welfare of all its members is paramount and their participation in athletics should be in an enjoyable and safe environment. This is irrespective of age, disability, ethnicity, gender identity, religion or belief, sex or gender and sexual orientation.

All adults involved at the club have a duty of care to fellow members and particularly to young athletes and vulnerable adults to protect them from abuse, bullying and undue pressure in training and competition whether it be from coaches, other athletes and parents.

Codes of Conduct for the club, our coaches, leaders and officers and for athletes themselves are in place and members are expected to familiarise themselves with them and abide by their principles.

All suspicions and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.

This is not intended as an exhaustive list but an illustrative guide to the sort of behaviour or issue which could give rise to a safeguarding concern for the club: self-neglect, modern slavery, domestic abuse, discriminatory, organisational abuse, physical abuse, sexual abuse, financial or material abuse, neglect, emotional or psychological abuse.

Abuse may be inflicted by anyone in the club or coaches and officials may suspect someone is being abused or neglected outside of the club setting.

What to do if you have a concern or someone raises a concern with you:

Member safeguarding:

If you need to take immediate action to ensure the safety or medical welfare of the individual, call the appropriate emergency service and liaise with them until they or a parent take responsibility.

Inform the Welfare Officer.

If the member is not in immediate danger, inform the welfare officer who will investigate, take appropriate advice and action.

Poor Practice by club officers, coaches, other members:

Inform the Welfare Officer who will investigate, take appropriate advice and action.

Possible outcomes may include external enquiry by appropriate authorities, internal support or advice including pointing to external support services, disciplinary or other proactive management of the issue or no further action.

If the Welfare Officer is implicated, in the first instance the Chair\*\* of the Ilkley Harriers Committee is the point of contact and if this is an issue you wish UK Athletics to investigate they can be contacted, reference below.

[An Incident form is linked](incident%20report%20form.docx).

Poor practice might include:

• Unnecessarily spending excessive amounts of time alone with an individual.

• Engaging in rough, physical or sexually provocative games, including horseplay.

• Allowing or engaging in inappropriate touching of any form.

• Using language that might be regarded as inappropriate by the individual and which may be hurtful or disrespectful.

• Making sexually suggestive comments, even in jest.

• Reducing an individual to tears as a form of control.

• Letting allegations made by an adult go un-investigated, unrecorded, or not acted upon.

• Taking an individual at risk alone in a car on journeys, however short.

• Inviting or taking an adult at risk to your home or office where they will be alone with you.

• Sharing a room with an individual at risk.

* Doing things of a personal nature that adults at risk can do for themselves.

More details are in our Codes of Conduct.

Note: At times it may be acceptable to do some of the above. In these cases, to protect both the individual at risk and yourself, seek written consent from the adult at risk and, where appropriate, their carers and ensure that the Welfare Officer is aware of the situation and gives their approval.

Those members leading Ilkley Harriers running groups, as posted on the Training page of our website, will have up to date DBS certification, as a minimum. Neil Chapman and Hilda Coulsey are the club DBS verifiers.

The Welfare Officer’s role is to act as the first point of contact for members, to respond, swiftly and appropriately, to any concerns regarding safety, welfare and wellbeing of members and to advise and support the club officers and committee to implement these policies and procedures,

* [welfare@ilkleyharriers.org.uk](mailto:welfare@ilkleyharriers.org.uk)
* \* [chair@ilkleyharriers.org.uk](mailto:chair@ilkleyharriers.org.uk)

References:

<https://www.uka.org.uk/governance/safegarding/>

<https://www.englandathletics.org/clubs-and-facilities/club-support-services/club-welfare/>

<http://www.uka.org.uk/wp-content/uploads/2020/10/Safeguarding-Adults-Policy-and-Guidance-Procedures-2020.pdf>

The practices and procedures within this policy are based on England Athletics and UK Athletics policies, referenced above, updated 2020, and the principles contained within UK legislation and Government Guidance:

• The Care Act 2014.

• The Protection of Freedoms Act 2012.

• Domestic Violence, Crime and Victims (Amendment) Act 2012

• The Equality Act 2010.

• The Safeguarding Vulnerable Groups Act 2006.

• Mental Capacity Act 2005.

• Sexual Offences Act 2003.

• The Human Rights Act 1998.

• The Data Protection Act 1994, 1998 and the General Data Protection Regulations 2018.

External contacts:

• David Brown CBE,

Lead Welfare and Compliance Officer, UK Athletics,

Athletics House,

Alexander Stadium, Walsall Road, Perry Barr, Birmingham,

B42 2BE.

Email: dbrown@uka.org.uk Telephone: 0121 713 8450

• Ann Craft Trust - Safeguarding Adults in Sport and Activity: Website: www.anncrafttrust.org

Email: Ann-Craft-Trust@nottingham.ac.uk

Telephone: 0115 951 5400

Bradford MD Council:

<https://saferbradford.co.uk/learning-resources/resources/>

West Yorkshire Police

<https://www.westyorkshire.police.uk/sites/default/files/2019-08/easy_read_contact_us.pdf>