

## **Compton Croquet Club**

### **SAFEGUARDING POLICY**

**This policy was endorsed by the AGM at its meeting on 15 February 2023**

#### **Compton's aims**

1. Our aim is to provide a 'safe place' in which to enjoy our sport for all. This means that we have to be aware of the possibility of abuse of the vulnerable and need to follow basic safeguarding principles. This in turn will mitigate any risk of abuse.

#### **Definitions**

2. A child is seen as vulnerable, and is defined as someone under the age of 18. A vulnerable adult (18 and over) may be at risk because of limitations such as sight, hearing, mobility, mental status. Given the nature of our sport, it can be concluded that safeguarding breaches will only ever apply to a very small number of people. This is not to minimise the effect that abuse may have on an individual or the Club as a whole. The following policy and procedures are therefore in force.

#### **Responsibilities – all members and the Safeguarding Officer**

3. It is every member's responsibility, and in particular its Officers and Committee Members, to ensure the welfare and well being of all in our club, and of visitors to our club. This in particular includes safeguarding all adults and children who may be at risk of experiencing abuse.

In addition, the club should nominate a **Local Safeguarding Officer (LSO)**. They will be the person to contact within the Club if anyone witnesses or senses that others may be experiencing abuse. Their name and photo should be prominently displayed in the Clubhouse.

#### **Reporting and action**

4. The key will be reporting any indications of abuse as soon as possible to the LSO. They will then be obliged to investigate immediately. Outcomes may vary from "no action to be taken", to a verbal caution, to invoking the Club's formal complaints and disciplinary rules. In the event of the abuse being judged serious, the LSO can be supported by the National Safeguarding Officer (NSO) in reporting on to statutory bodies or the police.

#### **LSO and NSO**

5. At Compton the nominated LSO should be a member of the Committee, working closely with the Welfare Officer. For 2022 the LSO is Fiona Fall (Tel: 07900221435). She will be supported by the National Safeguarding Officer.

The LSO is responsible for investigations and recording outcomes; and keeping confidential records of all safeguarding matters.

6. The LSO must keep the members who are being safeguarded as well of any member against whom allegations are being made aware of procedures being followed and their progress. The principle to be followed is: "No decision about me without me". Confidentiality is also key with all records kept in line with the Club's Data Protection Policy.

#### **Carers and Responsible Adults**

7. All children and self declared vulnerable adults should normally have a designated parent(s) or Responsible Adult or a Carer responsible for their safeguarding. The Responsible Adult or Carer are likely to be nominated members of the Club.

#### **Writing to a child member and their parents**

8. It is the LSO's responsibility in consultation with the Membership Secretary, to use the CA's template letters to welcome a child member and to ask parents to nominate a Responsible Adult. In this way information about emergency contacts and any medical conditions can be sought.

#### **Writing to a vulnerable adult**

9. Any self declared vulnerable adult will be asked to supply details of their carer. This may be another member of the Club who is a friend. Other information required will be emergency contacts and any relevant medical information.

#### **When Enhanced DBS Certification is required**

10. Only in such cases as intensive 1:1 coaching or travelling and staying overnight normally requires any member to have an enhanced DBS Certificate. And if a Carer or Responsible Adult is present, there is no need even in these circumstances.

#### **Making members aware of how to mitigate abuse**

11. The LSO must make sure that members are aware that children and vulnerable adults should be respected – their views sought and their contributions valued. That they should be included in conversations, in club activities. They should be supported and reassured that they are in a safe environment. And that they should be encouraged as they learn and progress in the game.

#### **Review of Policy**

12. This policy will be reviewed by the Club's Committee in the light of experience and changes in legislation, but in any case at least every three years.

#### **Monitoring of Policy**

13. This policy will be monitored by keeping records of incidents, concerns, outcomes. Held securely by the LSO in line with the Club's Data Protection Policy.

#### **Your Local Safeguarding Officer is**

**Fiona Fall, Tel 07900221435, [comptoncc.sec@gmail.com](mailto:comptoncc.sec@gmail.com)**