Sefton softball safeguarding procedure.

* Scope of this policy:

The purpose of this document, is to set out the safeguarding procedures for The Sefton softball league and clubs therein.

Sefton softball league is committed to safeguarding  and promoting the welfare of children and adults. As such, any event (league, taster sessions, training etc.) which include children and/or vulnerable adults must have:
* Clear priorities for safeguarding the welfare of children and vulnerable adults, explicitly stated, and in policy documents.
* A clear commitment by the league’s board members to the importance of safeguarding and promoting welfare.
* Safe practice guidance for coaches, captains and players.
Procedures for dealing with allegations of abuse against any member of the club. As well as a named officer (Christopher Jones) to whom allegations and concerns are reported.
* Clear accountability and responsibility within the club in regards to safeguarding and welfare policy.
* Policies for safeguarding and promoting the welfare of children and vulnerable adults. Including a child protection policy and procedures which comply with Sefton council guidelines.
* Arrangements to work cooperatively and effectively with official organisations to promote welfare and safeguarding of children and vulnerable adults.
* Appropriate whistle blowing, and a culture which enables issues about safeguarding and promoting the welfare of children and vulnerable adults to be addressed.
* Safeguarding of on-line, social media and generic ICT use of the league members.



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9. **Introduction.**
	1. **The purpose of this document, is to set out the safeguarding procedures for The Sefton softball league and clubs therein.**

**This document is the safeguarding children and young adults policy for the Sefton softball league, which will be followed by all members of the organisation and followed and promoted by those in a position of leadership within both the league as a whole but also the constituent clubs.**

* 1. Sefton softball league as an organisation is responsible and accountable for the protection and welfare of children and vulnerable adults. However, it is important that each member of the organisation understands the leagues safeguarding and welfare policy outlined in this document and as such it is advised that members in a position of authority (coaches, captains etc.) take the time to read this document and advise members of the organisation to become familiar with it.
	2. We know that being a young person makes them vulnerable to abuse by adults. The purpose of this policy is to make sure that the actions of an adult, in the context of the work carried out by the organisation, are transparent and safeguard and promote the welfare of all young people.
	3. This policy is written in accordance with the protection of freedoms act (2012), The care act (2014), criminal records bureau (CRB) and the disclosure and baring service (DBS).
	4. Principles on which this safeguarding children and vulnerable adults is based:
* **The welfare of a child, young person or vulnerable adult will always be paramount.**
* **The welfare of families will be promoted**
* **The rights, wishes and feelings of children, young people and vulnerable adults and their families will be respected and listened to.**
* **In order to maintain the integrity of this policy, it is required that people who work/coach/train with young people and vulnerable adults to share information where appropriate.**
* **Those people in a position of authority, within the organisation will work in accordance with the interests of children, vulnerable adults and young people and follow and promote the policy below;**
	1. The league, the designated safeguarding officer, members of the board of directors, individuals in a position of authority and members of the leagues constituent clubs will always co-operate fully with safeguarding and welfare professionals. Including (but not limited to) police service, social services and relevant county councils.
1. **Safeguarding children and vulnerable adults policy.**
	1. **Immediate action to ensure safety**

Immediate action may be necessary at any stage of involvement with children, vulnerable adults and families

IN ALL CASES, IT IS VITAL TO TAKE WHATEVER ACTION IS NEEDED TO SAFEGUARD THE CHILD OR CHILDREN AND/OR VULNERABLE ADULT(S) CONCERNED I.E

* If emergency medical attention is needed, this can be secured by calling the ambulance service (call 999) or take the person in question to the nearest accident and emergency unit.
* If a young person or vulnerable adult is in immediate danger, the police should be contacted (call either 101 or 0151 7096010) as they alone have the power to remove the person in question if protection is necessary, via their powers to use police protection.
	1. **Recognition of abuse or neglect**

Abuse and neglect are forms of maltreatment of children and/or vulnerable adults. Someone may abuse or neglect a child or vulnerable adult by inflicting harm, or by failing to act to prevent harm. Children and vulnerable adults may be abused in a family or in an institutional or community setting, by those known to them or, more rarely, by a stranger. They may be abused by an adult or adults, or by another child or children.

* 1. **Physical abuse**

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

* 1.  **Emotional Abuse**

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children and vulnerable adults that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying, causing children and vulnerable adults frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of Emotional Abuse is involved in all types of ill treatment of a child and/or vulnerable adult though it may occur alone

* 1. **Sexual abuse**

Sexual abuse involves forcing or enticing a child, young person and/or vulnerable adult to take part in sexual activities, whether the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape or buggery or oral sex) or non-penetrative acts. They may include non-contact activities, such as involving children and vulnerable adults in looking at, or in the production of, sexual online images, watching sexual activities, or encouraging children and vulnerable adults to behave in sexually inappropriate ways.

* 1. **Neglect**

Neglect is the failure to meet a child's and/or vulnerable adult basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

 • provide adequate food, clothing and shelter (including exclusion from home or abandonment)

• protect a child from physical and emotional harm or danger

• ensure adequate supervision(including the use of inadequate care-givers)

• ensure access to appropriate medical care or treatment It may also include Neglect of, or unresponsiveness to, a child's and/or vulnerable adult basic emotional needs.

**2.7)** Individuals within the organisation need to be alert to the potential abuse of children and vulnerable adults both within their families and also from other sources including abuse by members of that organisation.

**2.8)** The organisation should know how to recognise and act upon indicators of abuse or potential abuse involving children and vulnerable adults and where there are concerns about a child's welfare. There is an expected responsibility for all members of the organisation to respond to any suspected or actual abuse of a child in accordance with these procedures.

**2.9)** It is good practice to be as open and honest as possible with parents/carers about any concerns. However, you MUST NOT discuss your concerns with parents/carers in the following circumstances:

• where Sexual Abuse or sexual exploitation is suspected

• where organised or multiple abuse is suspected

• where there are concerns a child may be at risk of Female Genital Mutilation

• where fabricated or induced illness (previously known as Munchausen Syndrome by proxy) is suspected

• where contacting parents/carers would place a child, yourself or others at immediate risk.

**2.10)** These decisions should not be taken in isolation. You should discuss your concerns with the designated safeguarding officer in good time and resolve to take the appropriate actions.

**3. What to do if a child or vulnerable adult talks to you about abuse or neglect.**

**3.1)** It is recognised that a child and/or vulnerable adult may seek you out to share information about abuse or Neglect, or talk spontaneously individually or in groups when you are present. In these situations YOU MUST:

• Listen carefully to the child and/or vulnerable adult. DO NOT directly question the child

• Give the child and/or vulnerable adult time and attention.

• Allow the child and/or vulnerable adult to give a spontaneous account; do not stop a child who is freely recalling significant events.

• Make an accurate record of the information you have been given taking care to record the timing, setting and people present, the child's and/or vulnerable adult’s presentation as well as what was said. Do not throw this away as it may later be needed as evidence.

• Use the child's and/or vulnerable adult’s own words where possible.

• Explain that you cannot promise not to speak to others about the information they have shared - do not offer false confidentiality.

• Reassure the child and/or vulnerable adult that:

o they have done the right thing in telling you;

o they have not done anything wrong;

• Tell the child and/or vulnerable adult what you are going to do next and explain that you will need to get help to keep him/her safe.

• DO NOT ask the child and/or vulnerable adult to repeat his or her account of events to anyone If you have a Child and/or vulnerable adult protection concern you should:

**4**. **Consult about your concerns.**

**4.1)** Because of your observations of, or information received you may become concerned about a child and/or vulnerable adult who has not spoken to you.

**4.2)** It is good practice to ask a child and/or vulnerable adult why they are upset or how a cut or bruise was caused, or respond to a child and/or vulnerable adult wanting to talk to you. This practice can help clarify vague concerns and result in appropriate action.

**4.3)** If you are concerned about a child and/or vulnerable adult you must share your concerns. Initially you should talk to one of the people designated as responsible for child and/or vulnerable adult protection within The league, this person is Christopher Jones. Tel: 07837958066

**4.4)** You should consult with your local Social Care Duty & Investigation Team in the area where the child and/or vulnerable adult resides, in the following circumstances:

• when you remain unsure after internal consultation as to whether child and/or vulnerable adult protection concerns exist

• when there is disagreement as to whether child and/or vulnerable adult protection concerns exist

• when you are unable to consult promptly or at all with your designated internal contact for child and/or vulnerable adult protection

• when the concerns relate to any member of the organising committee

**4.5)** Consultation is not the same as making a referral but should enable a decision to be made as to whether a referral to Social Care or the Police should progress.

**5. Make a Referral**

**5.1)** A referral involves giving Social Care or the Police information about concerns relating to an individual or family in order that enquiries can be undertaken by the appropriate agency followed by any necessary action.

**5.2)** Parents/carers should be informed if a referral is being made except in the circumstances outlined in section **2.9.**

**5.3)** However, inability to inform parents for any reason should not prevent a referral being made. It would then become a joint decision with Social Care about how and when the parents should be approached and by whom.

**5.4)** • If your concern is about harm or risk of harm from a family member or someone known to the children and/or vulnerable adults , you should make a telephone referral to the Social Care Duty & Investigation Team in the area where the child and/or vulnerable adult resides (see Section 8: Useful Telephone Numbers)

 • If your concern is about harm or risk of harm from someone not known to the child and/or vulnerable adult family, you should make a telephone referral directly to the Police.

• If your concern is about harm or risk of harm from an adult in a position of trust see Section 6: Allegations Against Adults Who Work With Children.

• If your concern is that a child and/or vulnerable adult or their family need additional help or support, you should contact the appropriate Locality Team (see Section 8: Useful Telephone Numbers)

**5.5)** Information required when making a referral Be prepared to give as much of the following information as possible (in emergency situations all of this information may not be available). Unavailability of some information should not stop you making a referral.

• Your name, telephone number, position and request the same of the person to whom you are speaking

• Full name and address, telephone number of family, date of birth of child and/or vulnerable adult and siblings.

• Gender, ethnicity, first language, any special needs.

• Names, dates of birth and relationship of household members and any significant others

• The names of professionals known to be involved with the child/family and/or vulnerable adult e.g.: GP, Health Visitor, School.

• The nature of the concern; and foundation for the concern.

• An opinion on whether the child may need urgent action to make them safe.

• Your view of what appears to be the needs of the child and/or vulnerable adult and their family.

• Whether the consent of a parent with Parental Responsibility has been given to the referral being made.

**5.6 What to do after making a referral**

• Ensure that you keep an accurate record of your concern(s) made at the time.

• Put your concerns in writing to the Social Care Duty & Investigation Team following the referral (within 48 hours)

• Accurately record the action agreed or that no further action is to be taken and the reasons for this decision.

**6. Allegations against adults who work with children and/or vulnerable adults.**

If you have information which suggests an adult who works with children and vulnerable adults (in a paid or unpaid capacity) has:

• behaved in a way that has harmed or may have harmed a child and/or vulnerable adult.

• possibly committed a criminal offence against, or related to, a child and/or vulnerable adult.

• behaved towards a child/children and/or vulnerable adult/s in a way that indicated s/he is unsuitable to work with children and/or vulnerable adults.

**6.2**) You should speak immediately with the leagues designated safeguarding officer. This officer will then consult with/make a referral to the LADO (Local Authority Designated Officer) via LSCB.

**6.3**) If this person is implicated in your concerns you should discuss them directly with the LADO (Local Authority Designated Officer) via LSCB.

**7. Confidentiality**

**7.1)** Sefton softball league should ensure that any records made in relation to a referral should be kept confidentially and in a secure place.

**7.2)** Information in relation to child protection concerns should be shared on a "need to know" basis. However, the sharing of information is vital to child protection and, therefore, the issue of confidentiality is secondary to the need for protection.

**7.3)** If in doubt, consult:



**8. Useful Numbers**

Jacqui Taylor- LSCB (Liverpool safeguarding children board)- 0151 233 0493/0510

Liverpool careline childrens service- 0151 233 3700

Sefton council LADO- 0151 934 3783

Childline- 0800 1111

Nspcc- 0808 800 5000

Christopher Jones Safeguarding officer- 07837958066

Emergency services- 999

Police service in non-emergency situations- 101 or 0151 7096010



