



## MAIDENHEAD RFC CHILD PROTECTION POLICY

### Aims and Objectives

The aim of the Maidenhead RFC Safeguarding Policy is:

- To provide a safe and enjoyable environment for children and young people to play rugby
- To provide training in child protection procedures as laid down by the English Rugby Football Union, RFU guidelines, that will ensure that adults involved in the game have the same knowledge and disciplines to meet the needs of the children and young people who participate in rugby
- To develop and demonstrate the best practice within the area of child protection
- To promote and achieve the highest ethics and standards throughout the club

The key principles underpinning this policy

- The child's welfare is, and must always be, of paramount importance
- It must be determined that children of all ages, gender, culture, disability, racial origin or religion are protected from abuse
- Any suspicion or allegation of abuse will be taken seriously and responded to accordingly.
- Safeguarding is everyone's responsibility: For services to be effective each, professional and organisation should play their full part

As a club we abide by the [RFU's CORE VALUES](#):

This policy will clearly establish Maidenhead RFC position, role and responsibilities and together with the RFU's Safeguarding Guidelines Procedures clarifies what is expected from every individual involved with the club.

### Promoting good practice with children and young people

All personnel will be encouraged to demonstrate exemplary behaviour in order to protect themselves from false allegation.

They should:

- Always work in an open environment e.g. avoiding private or unobserved situations
- Treat children and young people equally with respect and dignity
- Put the welfare of each child or young person first before winning or scoring points
- Maintain a safe and appropriate distance with players
- Build balanced relationships based on mutual trust which empowers children and young people to share in the decision making process
- Promote fair play
- Ensure that if any manual/physical support is required, it should be provided openly and according to guidelines provided
- Keep up to date with the technical skills, qualifications and insurance in the sport
- Involve parents/guardians wherever possible
- Ensure that at tournaments or residential events, adults should not enter children's or young people's rooms or invite children or young people to their rooms

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- Give enthusiastic and constructive feedback rather than negative criticism.
- Avoid excessive training
- Secure parental consent (in writing) to act in loco parentis, if the need arises, to give permission for the administration of emergency first aid and/or other medical treatment
- Request written parental consent if club officials are required to transport young people in their own cars.

If you witness or are aware of, an incident where the welfare of a child or vulnerable adult has been put at risk, you must in the first instance inform the Club Safeguarding Officer.

**Practices to be avoided**

The following should be avoided except in EMERGENCIES. If cases arise where these situations are unavoidable they should occur with the full knowledge of someone in charge from the Youth Section of the club, the Club Safeguarding Officer or the child's parent/guardian.

All club personnel should:

- Avoid spending excessive amounts of time alone with children or young people away from other adults
- Avoid taking children or young people to their homes where they will be alone with the child or young person

**Practices never to be sanctioned**

All club personnel must never:

- Engage in rough, physical or sexually provocative games, including horseplay
- Share a room with a child or young person
- Allow or engage in any form of inappropriate touching
- Allow children or young people to use inappropriate language unchallenged
- Make sexually suggestive comments to a child or young person, even in so called fun
- Reduce a child to tears as a form of control
- Allow allegations made by a child to go unchallenged or unrecorded
- Do things of a personal nature for a child that they can do for themselves
- Invite or allow children or young people to stay with you at your home unsupervised
- If any of the following occur, it will be reported immediately to the Club Safeguarding officer, recorded and the child or young person's parent/guardian will be informed.
  - A child is accidentally hurt by a member of the coaching staff
  - A child seems distressed in any way
  - A child seems sexually aroused by a member of the coaching staff
  - A child misunderstands or misinterprets an action

We strongly recommend that MRFC coaches DO NOT participate in communication with children on social networking sites or by personal or frequent email/text messaging. Contact with players should always be via (or copied to) their parent or carer.

MRFC has also developed a Social Media Policy for all adults to be aware of.



Recruitment and selection of Head Coaches and coaching volunteers  
Maidenhead RFC Youth recognises that anyone may have the potential to abuse children and young people and will endeavour to ensure that all reasonable steps are taken to ensure unsuitable people are prevented from working with children and young people.

- All volunteers/coaching staff will complete an application form and a self-disclosure about any criminal record
- Consent will be obtained from an application to seek information from the Disclosure and Barring Board
- Two confidential references, including one regarding previous work with children and young people will be asked for (When required)
- Applicants must provide the club with proof of identify (passport, photo ID or driving license with photo)



## Responding to suspicious or allegations

Maidenhead RFC Youth will assure all coaches/volunteers that it will fully support and protect anyone, who in good faith reports his/her concerns that a fellow coach/volunteer may be abusing a child or young person.

The following actions will be taken if there are concerns:

### Poor Practices:

- If following consideration, the allegation is clearly about poor practice, the Club Safeguarding Officer will deal with it as a misconduct issue
- If the allegation is about poor practice by the Club Safeguarding Officer or if concerns remain, it will be reported to the relevant officer of the RFU who will decide how to deal with the allegation and whether or not to initiate disciplinary proceedings

### Safeguarding Issues:

- Any suspicions that a child or young person has been abused by a member of the MFRU should be reported to the Club Safeguarding Officer, who will take such steps as necessary as to ensure the safety of the child or young person
- The parent/guardian of the child will be informed as soon as possible following advice from the Social Services Department
- The Club Safeguarding Officer will notify the local RFU officer. If he/she is not available, the RFU safeguarding team will be informed
- If the Club Safeguarding Officer is the subject of the allegation, the report must be made to the appropriate manager

## Confidentiality

Every effort will be made to ensure that confidentiality is maintained for all concerned. Information will be handled and disseminated on a need to know basis only. This may include the following people on a case by case basis.

- The Club Safeguarding Officer
- The parent/guardian of the child or young person alleged to have been abused
- The person making the allegation
- Social Services/Police
- The RFU Regional Development Manager and Safeguarding Manager
- The alleged abuser and their parents if it is a child
- Information will be stored in a secure place with limited access to designated people, in line with Data Protection law

## Action taken if bullying is suspected

For full information please refer to the MRFC Anti Bullying Policy

Maidenhead RFC Youth Head Coaches and coaching volunteers will:

- Take all signs of bullying very seriously
- Encourage all children and young people to speak and share their concerns with someone in authority
- Investigate all allegations and take actions to ensure victims are safe
- Speak with the alleged victim and bully/bullies separately
- Reassure the alleged victim that they will be helped



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- Document what is said
- Report concerns to the Club Safeguarding Officer
- Talk with the alleged bully/bullies and aim to get them to understand the consequences of their actions
- Seek an apology once proven
- Inform all parent/guardian
- Document all information

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Use of Video, Film or Photography at Maidenhead RFC Youth events  
Please refer to the MRFC Photography policy for full details.

Next Review Date: - January 2018

Reviewer: - Club Safeguarding Officer