



**Old Wokingians Football Club  
(OWFC)  
FA Charter Standard Club**



## **Safeguarding Children, Policy and Procedures**

**Note:** As an Adult Football Club, League Rules dictate players must have attained the age of 16 years to play. To maintain consistency and alignment with The Football Association's policies, the term "Child", although not applicable to Old Wokingians, has not been removed or changed and can be assumed to apply to young persons.

1. **OWFC** acknowledges its responsibility to safeguard the welfare of every child or young person who has been entrusted to its care and is committed to working to provide a safe environment for all members.

A child or young person is anyone under the age of 18 engaged in any Club football activity.

We subscribe to The Football Association's Safeguarding Children - Policy and Procedures, and endorse and adopt the Policy Statement contained in that document.

2. The key principles of The FA Safeguarding Children Policy are that:

- The child's welfare is, and must always be, the paramount consideration
- All children and young people have a right to be protected from abuse regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual orientation
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- Working in partnership with other organisations, children and young people and their parents/carers is essential.

We acknowledge that every child or young person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse, and recognise that this is the responsibility of every adult involved in our club.

3. **OWFC** has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual or emotional harm and from neglect or bullying. It is noted that this applies to everyone in football whether in a paid or voluntary capacity, meaning whether you are a match official, football coach, club official, volunteer or parent/guardian.

4. We endorse the FA's Responsible Recruitment guidelines and will adopt the following for recruiting volunteers from outside the club:

- Develop a role profile
- Request identification documents
- As a minimum meet and chat with the applicant(s) and where possible conduct interviews before appointing



# Old Wokingians Football Club (OWFC) FA Charter Standard Club



- Request and follow up with two references before appointing
- Require an FA CRB Enhanced Disclosure where appropriate in line with FA guidelines.

All current **OWFC** members who are regularly caring for, supervising, training or in sole charge of children and young people are required to complete a CRB Enhanced Disclosure via The FA CRB Unit and to renew this every three years.

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of **OWFC** guidance will be sought from The Football Association.

It is noted and accepted that The FA will consider the relevance and significance of the information obtained via The FA CRB Unit Enhanced CRB Disclosure and that all decisions will be made in the best interests of children and young people.

It is accepted that The FA aims to prevent people with a history of relevant and significant offending from having contact with children or young people and the opportunity to influence policies or practice with children or young people. This is to prevent direct sexual or physical harm to children and to minimise the risk of 'grooming' within football.

5. **OWFC** has appointed a Club Welfare Officer (CWO) in line with The FA's role profile and required completion of the Safeguarding Children and Welfare Officers Workshop. The post holder will be involved with Welfare Officer Training provided by The FA and/or County FA.

The CWO is the first point of contact for all Club members regarding concerns about the welfare of any child or young person.

The CWO will liaise directly with the CFA Welfare Officer and will be familiar with the procedures for referring any concerns.

6. We acknowledge and endorse The FA's identification of bullying as a category of abuse. Bullying of any kind is not acceptable. If bullying does occur, all players or parents/carers should be able to tell and know that incidents will be dealt with promptly. Incidents should be reported to the CWO. In cases of serious bullying we may contact the CFA Welfare Officer.

7. Respect based Codes of conduct for Players, Parents/Spectators, Officials and Coaches have been adopted by **OWFC**.

To validate these codes of conduct the Club will take clear action regarding repeated or serious misconduct at Club level and acknowledges the possibility of potential sanctions which may be implemented by the CFA in more serious circumstances.

All registering members will be required to adopt these codes.

8. Reporting your concerns about the welfare of a child or young person.

***Safeguarding is everyone's responsibility. If you are worried about a child or young person it is important that you report your concerns - no action is not an option.***

- If you are worried about a child or young person then you need to report your concerns to the CWO



# Old Wokingians Football Club (OWFC) FA Charter Standard Club



- If the issue is one of poor practice they will either:
  - deal with the matter themselves, or
  - seek advice from the CFA Welfare Officer
- If the concern is more serious - possible child abuse - they will, where possible, contact the CFA Welfare Officer first, then immediately contact the Police or Children's Services
- If the child needs immediate medical treatment they should be either taken to a hospital or have an ambulance called telling them that this is a child protection concern.  
Let your CWO know what action you have taken who will then inform the CFA Welfare Officer.
- If at any time you are not able to contact your CWO or the matter is serious then you can:
  - contact your CFA Welfare Officer directly, or
  - call The FA/NSPCC 24-hour Helpline for advice on 0808 800 5000, or
  - contact the Police or Children's Services.

**NB** - The FA's Safeguarding Children Policy and Procedures is available via [www.TheFA.com/Footballsafes](http://www.TheFA.com/Footballsafes). Click on Related Links, Safeguarding Children – Downloads. This outlines in detail what to do if you are concerned about the welfare of a child or young person and includes flow diagrams to describe this process.

9. **OWFC** supports the FA's Whistle Blowing Policy.

Anyone with serious concerns that they have been unable to address using these Club Procedures can 'whistle blow' by contacting:

The FA Child Protection Team on 0207 745 4787.

10. Further advice on Safeguarding Children can be obtained from:

- The **OWFC** Child Welfare Officer, email: [paul.hewitt6@virgimedia.com](mailto:paul.hewitt6@virgimedia.com)
- [www.TheFA.com/Footballsafes](http://www.TheFA.com/Footballsafes) or email: [Footballsafes@TheFA.com](mailto:Footballsafes@TheFA.com)
- The FA Safeguarding Children enquiry line 0845 210 8080