2026

Sedgefield Squash Club

SAFEGUARDING POLICY

SEDGEFIELD SQUASH CLUB COMMITTEE

Safeguarding Policy

1. Policy Statement

This policy is for use across Sedgefield Squash Club and is to be observed by all staff, volunteers and consultants working with children, young people, and adults at risk.

This policy is fully supported by Sedgefield Squash Club and its Committee Members. If you have any questions in relation to this policy or require any clarification, please approach a member of the committee.

Sedgefield Squash Club acknowledges the duty of care to safeguard and promote the welfare of children, young people, and adults at risk, and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and England Squash requirements.

Sedgefield Squash Club aims to ensure that all children, young people and adults at risk:

a. have a positive and enjoyable experience of sport at Sedgefield Squash Club in a safe and child centred environment regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background; and

b. are protected from abuse whilst participating in squash or outside of the activity.

Sedgefield Squash Club acknowledges that some children, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

The welfare and wellbeing of children and young people is of paramount importance, and it is the duty of all adults working within Sedgefield Squash Club, to safeguard the welfare of children and young people by creating an environment that protects them from harm.

Sedgefield Squash Club will review this policy on a biannual basis. All volunteers (specifically Committee Members) and coaches are required to make themselves aware of any changes once implemented.

Sedgefield Squash Club may also review this policy in the following circumstances.

a. changes in legislation and/or government guidance.
b. as required by the Local Safeguarding Children Board, UK Sport and/or Home Country Sports Councils and England Squash; and
c. because of any other significant change or event.

This policy together with the appropriate safeguarding procedures will be widely promoted and are mandatory for everyone involved in Sedgefield Squash Club. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

2. Policy Guidelines

Sedgefield Squash Club and everyone working within Sedgefield Squash Club recognise that is it their duty to observe this policy and the good practice guidelines set out below and recognise that his policy absolutely applies to volunteers and coaches.

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Sedgefield Squash Club will:

a. promote and prioritise the safety and wellbeing of children, young people and adults at risk;

b. ensure robust safeguarding arrangements and procedures are in operation.

c. ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children, young people and adults at risk;

d. ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern;

e. ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored;

f. respond to all suspicions and allegations of abuse, swiftly and appropriately, ensuring effective links with relevant agencies in all matters regarding safeguarding and child protection;

g. prevent the employment or deployment of unsuitable individuals;

h. work in partnership with other organisations (as necessary), children, young people, adults at risk and their parents, guardians or carers;

i. treat all children, young people and adults at risk equally and with respect and dignity;

j. when necessary, request written parental consent for pictures, photographs, images or videos which involve children; and

k. ensure that when social media is involved with young people that it will be used carefully and appropriately

See Appendix 1 for a non-exhaustive list of what could constitute Poor Practice

Appointment of Officials

A robust recruitment process is required for all adults working or volunteering with children, young people and adults at risk regardless of whether they are involved in a regulated activity or not.

This policy will be introduced to all volunteers of Sedgefield Squash Club, including coaches, on the appointment to their role.

In addition, it is recommended for all those working or volunteering with children, young people and adults at risk in Sedgefield Squash Club, to complete appropriate levels of introductory and ongoing safeguarding training. The England Squash accredited coaches working on the Junior Programmes, and conducting private coaching on an individual basis, will have completed the necessary safeguarding training to carry out their coaching activities.

3. Supervision and Training

There are currently no formal qualifications for safeguarding and protecting children in sport. However, there are different levels of training available. Please see guidance note – “Safeguarding – a Guide to Safeguarding

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Training Providers". In the case of Sedgefield Squash Club, Committee Members undertake regular training in Safeguarding, typically from resources recommended on the England Squash website.

4. Whistleblowing

It's important that people within Sedgefield Squash Club have the confidence to come forward to speak or act if they're unhappy with anything.

Whistleblowing occurs when a person raises a concern about dangerous or illegal activity, or any wrongdoing within their sports organisation. The NSPCC has a whistleblowing advice line to support professionals who have concerns about how child protection issues are being handled in their own or another organisation.

More detail can be found in the Whistleblowing Policy.

5. Complaints

To ensure we develop an open culture where children and staff feel able to express any concerns, we have a procedure for dealing with complaints from a child, worker, volunteer, parent or carer. This is linked to the organisation's complaints procedures, ensuring the provision of support and advocacy for the people involved.

6. Key Contacts

Designated Safeguarding Lead (DSL): Gary Ankers

Deputy Designated Safeguarding Lead (DDSL): any member of the Committee

7. Reporting and Monitoring template documents

Please see Appendix 2 for a template Incident Reporting Form and Appendix 3 for a template Safeguarding Reporting Procedure Flowchart.

8. Legislation, Regulations and Statutory Guidance

- Working Together to Safeguard Children 2018
- Children Act 1989
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Human Rights 1988
- Sexual Offences Act 2003
- Data Protection Act 2018
- GDPR Digital Code

Signed:

Name:

Date:

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DEFINITIONS

Abuse:

Physical Abuse: a child is physically hurt or injured by an adult, or an adult gives alcohol or drugs to a child or young person.

Neglect: a child's basic physical needs are consistently not met, or they are regularly left alone or unsupervised.

Sexual Abuse: an adult or peer uses a child or young person to meet their own sexual needs.

Emotional Abuse: persistent criticism, denigrating or putting unrealistic expectations on a child or young person.

Bullying: persistent or repeated hostile and intimidating behaviour towards a child or young person Incidents of poor practice occur when the needs of children and young people are not afforded the necessary priority, so as their welfare is compromised.

Hazing: any action or situation, with or without the consent of the participants, which recklessly, intentionally, or unintentionally endangers the mental, physical, or emotional wellbeing of a child or young person.

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APPENDIX 1

1. Poor Practice in Sports

Poor practice is behaviour of an individual in a position of responsibility which falls below the organisation's required standard (typically as described in the club/organisation's Code of Conduct). Poor practice may not be immediately dangerous or intentionally harmful to a child but is likely to set a poor example and is still unacceptable.

Poor practice is potentially damaging to the individual, the organisation and to children who experience it. For example, coaching with alcohol on the breath, smoking, swearing in front of children, or not paying due care and attention to participants all constitute poor practice.
Poor practice can sometimes lead to or create an environment conducive to more serious abuse. It may also lead to suspicions about the individual's motivation, even where no harm is intended. For example, if a coach is giving one child too much attention, regularly transports children in their car, or encourages physical contact with children without obvious justification.
The following are regarded as poor practice and should be avoided:

- Unnecessarily spending excessive amounts of time alone with an individual child/ young person
- Sharing of emails address, phone numbers, texting, social media sites etc
- Using language that might be regarded as inappropriate by the child/young person, and which may be hurtful or disrespectful.
- Reducing a child/young person to tears.
- Letting allegations made by a child/young person go un-investigated, unrecorded, or not acted upon.
- Taking a child/young person alone in a car on journeys, however short. Parental consent must always be obtained for transporting. Further guidance can be found on the England Squash website.
- Persistent criticism of children or young people
- Placing unrealistic expectations or excessive pressure on children or young people
- Persistently acting in a hostile or intimidating way

The above list is not exhaustive.

If, during your care, you accidentally injure a child/young person at risk, they seem distressed in any manner, or misunderstand/misinterpret something you have done, report these incidents as soon as possible to the designated lead officer in the organisation and make a brief written note of it. The designated lead will then ensure this is acted upon and case noted kept securely for any future reference.

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APPENDIX 2

INCIDENT REPORTING FORM

If you think there is an immediate risk of harm or abuse to a child, young person or adult at risk, call the Police on 999 and/or your local Social Services.

Be mindful of the need to remain confidentiality. The information contained within this form must only be shared with the Designated Safeguarding Lead and England Squash (if appropriate or required).

Once this form has been completed, you must consider the Threshold Map at **Appendix G** of the England Squash Safeguarding Policies and decide whether, given the nature and circumstances of the incident, it passes the level 2 threshold. If you decide that the incident is a level 2 incident, please email it to safesquash@englandsquash.com. If you are unsure, please speak to your Designated Safeguarding Lead.

All official complaints recorded on this form must be sent to the above email address. Please do not send this form or any other official complaints directly to individuals as they will not be dealt with.

Date of report:	
Details of person completing report	
Name:	
Role:	
Contact details:	
Details of your concern	
Where did the concern take place:	
Details of your concern **(Please provide as much information as possible – use the box at the end of this form should you require more space):**	

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Date the concern occurred:	
Evidence: **(Observations made by you or to you (e.g. description of visible bruising, other injuries, child's or young person's emotional state, behaviour/actions towards a Child or Young Person etc): Note: Make a clear distinction between what is fact, opinion or hearsay)**	
Witness(es):	
Action taken so far:	
Other people aware/has the person in question disclosed concerns to anybody else:	
Have you informed any other external bodies (e.g. LADO, Social Services, Police)? **If so, please provide details of your report, the contact name and any action being taken:**	**I have informed:** **Contact details:** **Action being taken:**
Are you reporting your own concern or	

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one raised by someone else? **If so, provide their contact details:**	
Details of child/young person/adult at risk (if known)	
Name:	
DOB:	
Role:	
Contact details:	
Child/young person/adult's account of the concern (if known):	
Details of person you are concerned about (if known)	
Name:	
DOB:	
Role:	
Contact details:	
Person you are concerned about's account of concern (if known):	
Other information	
Details of previous incidents or concerns (if known)	

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Additional space for answers or further detail if required:

Signature	
Name	
Date	

If the incident has been reported to Social Services, a copy of this form must be sent to Social Services within 24 hours of the telephone report.

ONLY IF LEVEL 2 INCIDENT - Please email this form to safesquash@englandsquash.com.

This form identifies the essential information that needs to be recorded if an incident occurs (i.e. there is a disclosure from a young player or an allegation is made) and should be kept by the Safeguarding Officer.

The information should only be shared on a need-to-know basis and if it is in the best interests of the child, young person or adult at risk.

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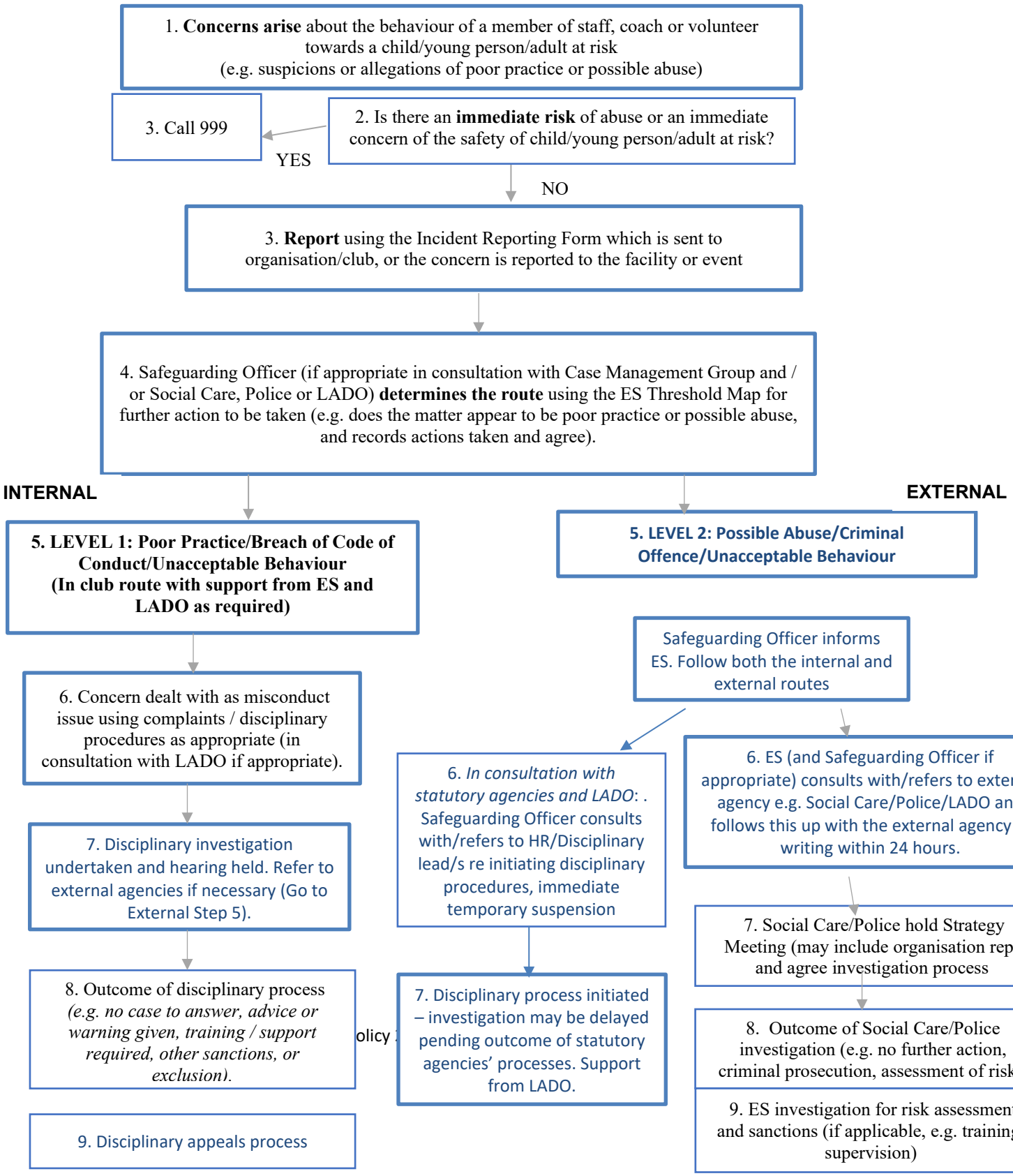
APPENDIX 3

England Squash Reporting Procedure Flowcharts

Outline safeguarding reporting procedure concerns

1. About the behaviour of the organisation's staff member or volunteer

(e.g. allegation about a coach or officer's behaviour towards a child/young person/adult at risk



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Outline safeguarding reporting procedure concerns

1. **About the behaviour of another organisation's staff member or volunteer** (e.g. allegations reported about an individual working for a partner organisation)

