

Devised February 2020. Carly Barrett-Greening.
Review:

GKI Nominated Welfare Officer and Role and Safeguarding Training:

A central list of GKI Welfare Officers for each club and Instructors training is held centrally within GKI for monitoring of training needs. It is a requirement that each GKI club provide a named Welfare Officer and date of training and DBS check for Welfare Officer and Instructors. Below lists Welfare Officer role and training requirements.

The Nominated Welfare Officer for the GKI is:

What a Welfare Officer does -

- Ensures the promotion and implementation of good practice.
- Raises awareness of good practice and child protection.
- Acts as the first point of contact for any concerns over a child's welfare.
- Liases with the appropriate authorities in the event of any concerns.
- Ensures that no allegation made by a child is allowed to go unchallenged, unrecorded or not acted upon.
- In cases of alleged abuse, informs the person accused of the allegation – unless it is the parent/relative of the child in which case ensures social services are aware.
- Maintains complete confidentiality within the perimeters set out by the policy.
- Ensures that all records are kept in a secure place and that information is available on a need to know basis only.
- Deals with misconduct issues *if they are clearly* concerned only with poor practice.

What a Welfare Officer does not do -

- Decide if abuse has taken place.
- Disclose any information to anyone except within the perimeters set out in the policy.
- Take any action against an alleged abuser other than informing the appropriate authorities and the person accused if appropriate.
- Make judgements on a situation.
- Interview a child unless the child happens to disclose to the child protection officer.
- Act as a councillor to a child, alleged abuser or any other party involved.
- Take sides; while a child's welfare is the officer's chief concern and he/she should not doubt an allegation, it is not their responsibility to decide what has happened or to met out punishment to accused parties.

Data Protection Act 2018 Information Sharing: Advice for Practitioners 2018

“Fears about information sharing must not be allowed to stand in the way of the need to promote the welfare and protect the safety of children” Working Together 2018

- Common Law of Confidentiality
- Seeking Consent – implicit/explicit
- Sharing information without consent (exceptional circumstances if visual physical injury)
- to protect children from harm
- to promote the welfare of children
- to prevent crime and disorder

GKI Welfare Officer role. Safeguarding Training for Instructors and Welfare Officers. Carly Barrett-Greening. February 2020.

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- Potential loss of evidence / jeopardising police investigation
- Placing another/child at risk including staff member
- Reasonably unable to contact parent/carer
- Duty of Confidence to Young People – Fraser guidelines

Principles for information sharing:

Is there a legitimate purpose for sharing information?

Is the information confidential?

Is there a statutory obligation or court order to share?

Have you properly recorded your decision?

Is there sufficient public interest to share? If you share, is it the right information in the right way?

Do you have consent to share?

Does the information enable a person to be identified?

Safeguarding Training:

Taken from Sport England ‘Safeguarding in Martial Arts’ Code;

Designated Officer: Internal club contact:

Club has nominated a designated person to be Welfare Officer and club members know that there is a designated Welfare Officer and know how to contact them. This person should not be the main instructor or related to that instructor. It is also compulsory that your designated Welfare Officer is publicised either in a newsletter or on your website / social media with an identifying photo and how to contact them.

Welfare Officer Training requirements:

- Procedures for local Multi-Agency Safeguarding Hub, contact details need to be held by the Welfare Officer in an event of reporting a safeguard concern to the local Authority.
- face to face Safeguarding Training, either with the local sports England organisation, local authority or training can be found on the following link:
<https://thecpsu.org.uk/training-events/>.
- Read Policies and Procedures held on GKI International website
- Has a DBS check (updated every 3 years)

Designated Safeguarding Person: outside club.

Identify who the GKI Welfare Officer is outside of the club. The wider GKI welfare officer and show you can contact them. An identifiable photo is placed on the GKI website and details on how to contact.

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Instructors Education and Training Requirements:

- DBS police check,
- first aid training and
- Safeguarding training every 3 years. Safeguarding training can be an online training course either NSPCC Sports: <https://learning.nspcc.org.uk/training/introductory/child-protection-in-sport-online-course/> or following link: <https://thecpsu.org.uk/training-events/>.
- Up to date Coach Training.

All above requirements are in line with Safeguarding Martial Arts Code Sports England.

Clubs may link with local authority or local sports England organisation to locate existing training provider in place. Guidelines below from sports England identify what that safeguarding course needs to cover.

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Designated Welfare/Safeguarding Officer (Internal Contact)

If you are an individual please tick the box and move on as this does not apply to you.

For all other applicants, by ticking the box you are declaring the following is true

1. You have nominated a member of your workforce to be a designated Welfare/Safeguarding Officer and your participants know who they are and of how to contact them. Wherever possible this person should not be another coach or related to a coach. (This may not always be possible) ***It is also compulsory that your designated welfare/safeguarding person is identified on your website and/or social media outlets, with identifying photo and contact details.***

2. ***Your Welfare Officer has attended a face to face safeguarding awareness workshop*** such as the **"Time to Listen"** course or **"Safeguarding and Protecting Children Workshop"** as recognised by the CPSU or recommended by your National Governing Body (where relevant).

Safeguarding training for those working with young people in the sporting sector should include material on the issue of, abuse of trust, and guidance on maintaining appropriate boundaries between adults and young people.

Should you need any training on Adult Safeguarding, the **Ann Craft Trust** offer a number of opportunities.

If you need more information on the role of a Welfare Officer and what they are required to do, this **CPSU Job Description** will help.

Designated Safeguarding Person (External Contact)

Please confirm that you are aware of a safeguarding person that you can refer any concerns to. This should be someone at your governing body, if you are affiliated to one.

If your governing body does not have this person in place, you must be aware of how to report concerns to your local authority/county council or the NSPCC.

You must make sure that all of your workforce has access to this information.

If you are a club or organisation, please confirm that you know of the appropriate safeguarding person or organisation and how to contact them and that this information is available to your workforce, by ticking the box.

If you are an individual, please confirm that you know of the appropriate safeguarding person or organisation and how to contact them. This information must be displayed on your website or social media outlets. (This will be checked upon submission). Please tick the box and move on.