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SAFEGUARDING AND PROTECTING YOUNG PEOPLE IN BADMINTON POLICY

1. Introduction

- 1.1 BADMINTON England is committed to creating and maintaining a safe and positive environment for all young people to play badminton. It accepts its responsibility to safeguard the welfare of all young people¹ and protect them from poor practice, abuse and bullying.
- 1.2 BADMINTON England Safeguarding and Protecting Young People in Badminton policy and procedures apply to all individuals involved, whether paid or in a voluntary capacity. Everyone in badminton has a responsibility to safeguard and protect young people within the sport, to act appropriately, and to report concerns.

2. Principles

- 2.1 The guidance given in the procedures is based on the following principles:
 - 2.1.1 All young people, regardless of age, ability or disability, gender, race, religion, ethnic origin, social status or sexual orientation have the right to be protected from abuse²
 - 2.1.2 The safety and welfare of young people is paramount
 - 2.1.3 The rights, dignity and worth of all young people should always be respected
 - 2.1.4 All allegations will be taken seriously and responded to quickly in line with BADMINTON England's Safeguarding and Protecting Young People Policy and Procedures
 - 2.1.5 It is the responsibility of safeguarding and child protection experts to determine whether or not abuse has taken place but it is everyone's responsibility to act appropriately and report concerns
 - 2.1.6 BADMINTON England recognises the role and responsibilities of the statutory agencies in safeguarding young people and is committed to complying with the procedures of the Local Safeguarding Children Boards³

¹ *Young People and Children will mean all young people throughout all BADMINTON England Safeguarding and Protecting Young People policies, procedures and documentation*

² *Anyone under the age of 18 will be considered a child or young person in relation to Safeguarding and Protecting Young People*

³ *Local Safeguarding Children's Boards (LSCBs) are the key statutory mechanism for agreeing how the relevant organisations in each local area will co-operate to safeguard and promote the welfare of children in the locality. The core membership of LSCBs is set out in the Children Act 2004, and includes local authorities, health bodies, the police and others. The objective of LSCBs is to coordinate and to ensure the effectiveness of their member agencies in safeguarding and promoting the welfare of children*

- 2.1.7 Working in partnership with parents, carers and the young people themselves is essential for the safeguarding and protection of young people
- 2.1.8 All young people have a right to play the game of Badminton in an enjoyable and safe environment
- 2.2 BADMINTON England Safeguarding and Protecting Young People Policy and Procedures are mandatory and all regions, counties and affiliated clubs are required to appoint an appropriate Welfare Officer to ensure that best practice is promoted and that implementation of this policy, procedures and guidance is supported at each level of the sport.

3. Guidance and Legislation

3.1 The practices and procedures within this policy and documentation are based on the principles contained within UK and International legislation and Government Guidance and have been developed to complement Local Safeguarding Children Boards' procedures and take the following into consideration:

- Every Child Matters 2003
- The Children Acts 1989 and 2004
- The Protection of Children Act 1999
- The Police Act 1997
- Criminal Justice and Court Services Act 2000
- The Data Protection Act 1994 and 1998
- "Caring for the Young and Vulnerable" - Home Office guidance for preventing the Abuse of Trust 1999
- 'What to do if you are worried a child is being abused' – Department Of Health 2006
- Working Together to Safeguard Children - HM Government 2010
- The United Nations Convention on the Rights of the Child
- The Human Rights Act 1998
- The Safeguarding Vulnerable Groups Act 2006
- The Equality Act 2010
- The Protection of Freedoms Act 2012

4. Roles and Responsibilities

- 4.1 BADMINTON England is required to have:
- 4.1.1 A national Safeguarding and Protecting Young People in Badminton Policy and Procedures and to produce and disseminate guidance and resources to support the Policy and procedures.
- 4.1.2 Clear priorities for safeguarding and promoting the welfare of children and young people explicitly stated in strategic policy documents.
- 4.1.3 A clear commitment by senior management to the importance of safeguarding and promoting children's welfare.
- 4.1.4 A clear line of accountability within the organisation for work on safeguarding and promoting the welfare of children and young people.

- 4.1.5 Recruitment and human resources management procedures that take account of the need to safeguard and promote the welfare of children and young people including arrangements for appropriate checks on new staff and volunteers.
 - 4.1.6 Procedures for dealing with allegations of abuse against members of staff and volunteers;
 - 4.1.7 A Case Management Group that effectively deals with issues, manages concerns and refers to a disciplinary panel where necessary.
 - 4.1.8 Arrangements to ensure that all staff undertake appropriate training to equip them to carry out their responsibilities effectively, and keep this up to date by refresher training at regular intervals; and that all staff, including temporary staff and volunteers who work with children, are made aware of the establishment's arrangements for safeguarding and promoting the welfare of children and their responsibilities for that.
 - 4.1.9 Have arrangements in place to work effectively with other organisations to safeguard and promote the welfare of children, including arrangements for sharing information.
 - 4.1.10 A culture of listening to and engaging in dialogue with children – seeking their views in ways appropriate to their age and understanding, and taking account of those both in individual decisions and the establishment or development of services; and
 - 4.1.11 Appropriate whistle blowing procedures and a culture that enables issues about safeguarding and promoting the welfare of children to be addressed.
- 4.2 BADMINTON England County Associations are required to:
- 4.2.1 Appoint a County Welfare Officer in line with the BADMINTON England Guidelines and Role Description.
 - 4.2.2 Provide access to appropriate training and support for those who have responsibility in relation to children.
 - 4.2.3 Adopt and implement the BADMINTON England Safeguarding and Protecting Young People Policy and Procedures and Guidelines.
 - 4.2.4 Ensure that all committee members and county coaches are aware of their responsibility for Safeguarding and Protecting Young People in Badminton.
 - 4.2.5 Implement a policy of Best Practice and adhere to the BADMINTON England Codes of Conduct (See Guidelines)
 - 4.2.6 Ensure that all affiliated clubs within the county adopt the BADMINTON England Safeguarding and Protecting Young People Policy and Procedures.
 - 4.2.7 Support Club Welfare Officers to fulfil their role and responsibility.
 - 4.2.8 Ensure that all staff/ volunteers working with young people are recruited according to the BADMINTON England Recruitment Guidelines, this includes ensuring those working in Regulated Activity with young people complete an Enhanced Disclosure Application with BADMINTON England and all coaches are on the BADMINTON England coaching register.
 - 4.2.9 Fulfil their role with the management of CRB disclosures.
 - 4.2.10 Ensure that all concerns and reported cases are managed in line with BADMINTON England Policy and Procedures, this includes effective reporting to national level when appropriate.

- 4.3 BADMINTON England Affiliated Clubs are required to:
- 4.3.1 Appoint a Club Welfare Officer in line with the BADMINTON England Guidelines and Role Description⁴
 - 4.3.2 Provide access to appropriate training and support for those who have responsibility in relation to children⁴
 - 4.3.3 Adopt and implement the BADMINTON England Safeguarding and Protecting Young People Policy and Procedures and Guidelines.
 - 4.3.4 Ensure that all committee members and club members are aware of their responsibility for Safeguarding and Protecting Young People in Badminton.
 - 4.3.5 Implement a policy of Best Practice and adhere to the BADMINTON England Codes of Conduct (See 'Safeguarding Guidelines for Clubs and County Associations' document)
 - 4.3.6 Support their members in accessing education and training opportunities in relation to Safeguarding and Protecting Young People in Badminton.
 - 4.3.7 Work in partnership with parents/carers and young people within the club.
 - 4.3.8 Ensure that all staff/ volunteers working with young people are recruited according to the/ BADMINTON England Recruitment Guidelines⁵ this includes ensuring those working in Regulated Activity⁶ with young people complete an Enhanced Disclosure Application with BADMINTON England and all coaches are on the BADMINTON England coaching register.
 - 4.3.9 Ensure that all concerns and reported cases are managed in line with BADMINTON England Policy and Procedures.

5. Practice never to be sanctioned.

- 5.1 Best practice with young people must be observed by all adults working with young people in both a paid and voluntary capacity, the following practice must be avoided:
- 5.1.1 Spending time alone with young people away from others.
 - 5.1.2 Taking young people to your home where they will be alone with you.
 - 5.1.3 Inviting or allowing young people to stay with you at your home.
 - 5.1.4 Transporting young people in your car alone.
 - 5.1.5 Engaging in rough, physical or sexually provocative games with young people.
 - 5.1.6 Sharing a room with a young person.
 - 5.1.7 Allowing or engaging in any form of inappropriate physical touching or sexual contact or behaviour.
 - 5.1.8 Using or allowing young people to use inappropriate language unchallenged.
 - 5.1.9 Making sexually suggestive comments to a young person, even in fun.

⁴ Only for affiliated clubs who have members/attendees under the age of 18

⁵ Recruitment guidelines are found in the 'Safeguarding and Protecting Young People Guidelines for Club and County Associations' document.

⁶ Regulated Activity in badminton includes roles that regularly involve: coaching, training, instructing, giving advice or guidance. Regular means once a week or more or 4 times in a month, or overnight. For more information see the BADMINTON England website: www.badmintonengland.co.uk/CRB

- 5.1.10 Allowing allegations made by a young person to go unchallenged, unrecorded or not acted upon
- 5.1.11 Doing things of a personal nature for young people that they can do for themselves, unless you have been requested to do so by the parents/carer. (It is recognised that some young people will always need help with things such as lace tying and it is also recognised that this does not preclude anyone attending to an injured/ill young person or rendering first aid)
- 5.1.12 Departing from the Badminton club or agreed rendezvous point before the safe dispersal of all young people is complete.
- 5.1.13 Causing an individual to lose self esteem by embarrassing, humiliating or undermining the individual.
- 5.1.14 Treating some young people more favourably than others.
- 5.1.15 Agreeing to meet a young person on their own on a one to one basis.
- 5.1.16 Creating a dependent relationship between yourself and a young person, appropriate boundaries must be maintained, see below, 9. Positions of Trust.
- 5.1.17 'Private texts, social network messages, emails without parental consent or knowledge'⁷

6. Consequences of Inappropriate Behaviour with young people

- 6.1 Adults who do not observe best practice with young people will be in breach of the BADMINTON England Safeguarding and Protecting Young People Policy and / or the BADMINTON England Codes of Conduct and may find that they are investigated by BADMINTON England. Where appropriate they will have disciplinary action taken against them.

7. Criminal Records Bureau (CRB) and Disclosure and Barring Service (DBS).

- 7.1 BADMINTON England requires that any person in Regulated Activity with young people must complete an Enhanced Disclosure with BADMINTON England. From December 2012 this check will be under the banner of the Disclosure and Barring Service (DBS). For current information regarding the disclosure service see the BADMINTON England website. www.badmintonengland.co.uk/safeguarding

8. Whistle blowing

- 8.1 All suspicions and allegations must be taken seriously and appropriately reported. It is recognised that strong emotions can be aroused particularly in cases where any form of abuse or poor practice is suspected or where there is loyalty, sometimes misplaced, to a colleague or someone who you is known to you.
- 8.2 Individuals may not express concerns because they fear harassment or victimisation. In these circumstances it is important to understand these feelings but not to allow them to interfere with the need to ensure that concerns are reported appropriately. Not acting is not an option and in extreme circumstances non reporting of a concern may be considered a disciplinary issue.

⁷ See additional notes on positive communication with young people contained within the 'Safeguarding and Protecting Young People Guidelines for Club and County Associations' document.

- 8.3 BADMINTON England is committed to the highest possible standards of openness, honesty and accountability. In line with that commitment, all members are encouraged to come forward and voice any concerns. It is recognised that certain cases will have to proceed on a confidential basis.
- 8.4 BADMINTON England will support any individual who reports any concerns relating to the welfare of a child(ren), poor practice or possible abuse in good faith but who feels unable to communicate those concerns to their welfare officer (County or Club) or follow normal procedures for any reason.
- 8.5 If there is a concern about the welfare of a child, or with regard to the behaviour of an adult towards a young person or young person to young person, it is important that you share your concerns with the BADMINTON England Lead Child Protection Officer (contact details can be found in the Safeguarding and Protecting Young People Guidelines on the BE website: www.badmintonengland.co.uk/safeguarding)
- 8.6 All information received will be treated in confidence and only shared on a 'need to know' basis with those individuals who will be able to manage and resolve the situation. On occasion it may be necessary to seek advice, or inform the statutory agencies e.g. The Police or Children's Social Care.
- 8.7 All concerns will be taken seriously and managed accordingly within the Safeguarding and Protecting Young People in Badminton Policy and BADMINTON England Child Protection Disciplinary Procedures.
- 8.8 Where an individual feels unable to report concerns internally they should contact the NSPCC Helpline [0808 800 5000], the Police or Children's Social Care.

9. Positions of Trust

- 9.1 All adults who work with children/young people are in a position of trust which has been invested in them by the parents, the sport and the child/ young person. This relationship can be described as one in which the adult is in a position of power and influence by virtue of their position.
- 9.2 Sexual activity or touching by an adult with a child under the age of 16 years is unlawful, even where there is apparent consent from the child. Any sexual relationship between an adult in a position of trust within the badminton setting and a child over 16 years of age [consensual or otherwise] is contrary to the Policy and Procedures for Safeguarding and Protecting Young People in Badminton and will result in child protection disciplinary action being taken.
- 9.3 In the sport of badminton most adults in a position of trust recognise that there are certain boundaries between the coach/official/volunteer and the player which must not be crossed in terms of the relationship with the young player. The relationship, in essence, is no different to that between a teacher and the young people in their care, in relation to the abuse of trust.
- 9.4 Adults must not encourage a physical or emotionally dependant relationship to develop between the person in a position of trust and the young person in their care.

10. Further Information

- 10.1 Policies, procedures and supporting information relating to this Policy are available on the BADMINTON England website: www.badmintonengland.co.uk/safeguarding

11. Implementation

11.1 The implementation of the Safeguarding and Protecting Young People in Badminton Policy will be supported by a Safeguarding Implementation Plan.

12. Read this policy in conjunction with the following Safeguarding Documents:

BADMINTON England Safeguarding Guidelines for Clubs and counties

BADMINTON England Child Protection Disciplinary Regulations

BADMINTON England Secure Storage, Handling, Use, Retention & Disposal of Disclosures and Disclosure Information Policy

BADMINTON England Codes of Ethics and Conduct

BADMINTON England Confidentiality & Information Sharing Policy

BADMINTON England Safeguarding Flowchart for reporting concerns and taking action

BADMINTON England Anti-bullying Policy for clubs and counties

Available from the safeguarding pages of the BADMINTON England website.