

Specimen Club Policy

BOWLS CLUB/ INDOOR BOWLS CLUB

Registered Charity (if appropriate)

JUNIOR PROTOCOL AND CHILD PROTECTION POLICY

1. Objectives

(Insert name of your Club) Bowls Club/ Indoor Bowls Club provide competitions for players aged less than 18 years. Juniors will enjoy participating in matches and competitions throughout the season.

No junior may use facilities or enter a green unless there is a designated adult present.

2. Child Protection.

The *(insert name of your club)* BC/IBC recognise that the welfare of the junior players is paramount and that it has a duty of care to provide a safe, caring environment whilst the junior players are in the charge of the *(Name of your club)* BC.

The *(insert name of your club)* BC/IBC Child Protection Policy will be reviewed annually at the Committee Meeting following the Annual General Meeting. (Appendix A16A)

3. Risk Assessment.

(Insert name of your club) BC/IBC will review the Risk Assessment of Child Protection annually at the Committee Meeting following the Annual General Meeting, using the *(insert name of County)* Child Protection Committee Proforma. (Appendix A16B).

4. Junior Players

All those under the age of 18 years of age wishing to play in *(insert name of your club)* BC/IBC competitions and events will be asked to complete:

- a. Basic health information details (Appendix A16C)
- b. Emergency contact numbers. (Appendix A16C)
- c. A Parent Consent Form (Appendix A16C)

These will be renewed each year.

5. Emergencies.

Minor emergencies will be dealt with by one of the designated adults present.

A First Aid box is kept at the Club, together with the Accident Report Book.

All emergencies MUST BE recorded in the Accident Book.

Emergencies requiring further treatment will be taken to the nearest hospital. Should it be necessary, one of the adults present will call the emergency services.

In all cases the parent or guardian will be informed.

6. General *(Name of your club)* BC/IBC Protocol

- a. All adult members involved will be asked to sign the Disclaimer Form. (Appendix A16D)
- b. There will be at least two adults' at all junior sessions.
- c. Where possible juniors will always travel in the rear seats of a car and will always wear seat belts.
- d. Those driving junior members will have no more than 4 penalty points on their driving licence.
- e. Drivers of juniors should carry a fully comprehensive insurance policy.

7. Disclosure.

All adult members of *(insert name of your club)* Bowls Club/Indoor Bowls Club will be asked to sign the Disclosure Proforma (Appendix A16E) as deemed appropriate.

Members involved specifically with the junior sessions and match programme must abide by the Code of Conduct (Appendix A16F).

8. Parents and Juniors

Parents or guardians and junior will be provided with the appropriate leaflets (Appendix E) and information (Appendix A16G).

Details of all events will be provided to parents/guardians at least one week in advance. All parents /guardians will be required to sign a consent form prior to their son/daughter participating in such events

9. Who to contact.

In case of concern, or in need of further information, parents/guardians should contact

The Child Protection Officer:

give name and contact details here

Child Protection Policy

Name of Organisation: *(insert name of your club here)* Bowls Club/Indoor Bowls Club

The designated Child Protection Officer is:

Insert name and contact details here.

The alternate Child Protection Officers are:

(Insert alternative CPO contact details here)

We recognise that the welfare of the junior players is paramount and that we have a duty of care when they are in our charge. We will do everything we can to provide a safe and caring environment whilst they attend our activities.

We will:

- a) Treat all junior members with respect and celebrate their achievements
- b) Carefully recruit and select all the adults working in the junior programme
- c) Respond to concerns and allegations appropriately
- d) Adopt the *(insert name of relevant County here)* Area Child Protection Committee Safer Activities for Everyone (SAFE) Recommendations.

When there are concerns about the welfare of any child/ young person all adult members of *(insert name of your club here)* Bowls Club/ Indoor Bowls Club are expected to share those concerns with the designated Child Protection Officer or the named Deputy.

The Child Protection Officer is responsible for:

- a) Monitoring and recording concerns
- b) Making referrals to the appropriate authority without delay
- c) Liaising with other agencies
- d) Arranging training for members.

Confidentiality

In cases of disclosure of abuse, by either parent or junior member, we are obliged to share the information with the Child protection Officer, who may have to refer the concerns expressed to the appropriate authority.

Members Allegations

Concerns regarding the behaviour of adults in the *(insert name of your club here)* Bowls Club/ Indoor Bowls Club will be referred without delay to the Child Protection Officer who will contact the appropriate authority.

This Policy will be reviewed annually at the first Committee Meeting following the Annual General Meeting.