



Safeguarding Policy

August 2023

The terms 'child' and 'young person' describe any person under the age of 18. References to 'parents' should be read as parents and carers inclusively.

Venue Address:

Coombe Boys School

Sports Hall

College Gardens (off Blakes Lane)

New Malden

Surrey KT3 6NU

kingstonfencing.co.uk

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1. Our Statement

Kingston Fencing Club has a duty of care for young people and a responsibility to protect them from harm.

Every child or young person who participates in fencing at the club should be able to do so in a fun, safe environment and be protected from harm.

Kingston Fencing Club places the highest priority on safety and enjoyment and recognises that it has a duty towards children within the sport and any member providing fencing training/opportunities must do so with the highest possible standard of care.

Core Values

- All young people's fencing experiences must be guided by what is best for that person.
- Adults interacting with young people should do so with integrity and respect.
- All fencing should be conducted in an atmosphere of fair play & openness
- It should be conducted in a safe, positive and encouraging atmosphere.
- Adults who take responsibility for young people have a duty to ensure that they are competent to provide safe and rewarding experiences for those in their care.

Principles

- The welfare of young people is paramount.
- All people and especially young people have the right of protection from abuse.
- All incidents or poor practice, suspicions and allegations should be taken very seriously and responded swiftly and appropriately.
- It is the responsibility of everyone to report their concern to a senior Kingston Fencing Club committee member who escalate and action appropriately

1.1 Safeguarding

Everyone in Kingston Fencing Club (KFC) has a duty of care to safeguard children and adults at risk involved in activities from harm. Everyone has a right to protection, and the needs of people with disabilities and others who may be particularly vulnerable must be taken into account.

KFC will do their utmost to ensure the safety and protection of everyone involved in any fencing activity organised by KFC whether that is at the club, events competition, trips, activity sessions or anywhere else that KFC fencing takes place.

Everyone in KFC has a responsibility to act appropriately and report concerns about children, young people and adults, whether these concerns arise within our sport for example inappropriate behaviour of a coach, or in the wider community or outside of it, perhaps through the action of a carer which is reported or observed by us.

KFC acknowledges the duty of care to safeguard and promote the welfare of everyone in fencing, in particular children and adults at risk. KFC is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and relevant regulatory body requirements.

This policy recognises that the welfare and interests of children and adults at risk are paramount in all circumstances. It aims to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background, all participants:

- have a positive and enjoyable experience of fencing in safe and participant centred environments
- are protected from abuse whilst participating in fencing or outside of the activity.

We acknowledge that some children and adults at risk, (including those with disabilities, elite athletes, those from ethnic and other minority communities, LGBT+ community members, children in care) can be particularly vulnerable and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

We recognise that most members of the club, whether they are coaches or volunteers, are not trained to deal with situations of abuse or to determine if abuse has occurred.

All suspicions and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately in accordance with the relevant Safeguarding Procedures.

2. Our Policy

To ensure robust safeguarding arrangements and procedures are in operation, our safeguarding policy involves:

- promoting and prioritising the safety and wellbeing of children, young people and adults through best practices as outlined in our Kingston Fencing Club Code of Conduct
- seeking to ensure that our sport is inclusive and make reasonable adjustments for any ability, disability or impairment
- recognising that ability and disability can change over time
- valuing, listening and respecting all children and adults
- having a nominated, accessible & appropriately trained British Fencing welfare officer
- ensuring everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify, respond to signs of abuse, neglect and other safeguarding concerns
- ensuring all coaches and members know about our safeguarding policies, procedures and behaviour codes and follow them confidently and competently through regular committee meeting updates
- ensuring appropriate action is taken in the event of incidents or concerns of abuse and support provided to the individual(s) who raise or disclose the concern and that ensure that safeguarding investigations can be undertaken appropriately.
- understanding that if a coach is a subject of concern in a British Fencing Safeguarding investigation, it may be necessary for the coach to be suspended without prejudice from their duties until the investigation is concluded commit to continuous development, monitoring and review.
- ensuring that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored, in line with data protection legislation and guidance.
- preventing the employment or deployment of unsuitable individuals by recruiting and selecting coaches and volunteers safely, ensuring all necessary initial and ongoing checks are made through the regular BF audit & our 6 monthly internal safeguarding audit. This includes having full and clear job/role descriptions and to interview potential applicants establishing the state of their knowledge of safeguarding principles, training and DBS check even when filling a volunteer position.
- All coaches and other persons dealing with children or vulnerable persons must have a current DBS clearance.

The policy and procedures will be widely promoted and are mandatory for everyone involved in KFC, including coaches, volunteers, members, affiliated clubs and any other organisation recognised by British Fencing (Home Nations, Regions etc). It is acknowledged that different Home Nations will have different legislative frameworks and safeguarding structures and that there will be resulting variations in implementation of policies and procedures.

Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal of the coach, termination of membership and/or exclusion from fencing activities.

2.1 Monitoring

This policy will be reviewed every three years, or in the following circumstances:

- changes in legislation and/or government guidance as required by the British Fencing, CPSU, UK Sport and/or home country sports councils.
- as a result of any other significant change or event.

3. Contact Details/Reporting a Concern

IT IS NOT THE RESPONSIBILITY OF PARTICIPANTS (WHETHER COACHES, STAFF, VOLUNTEERS OR PARENTS) TO DECIDE THAT ABUSE IS TAKING PLACE, BUT IT IS THEIR RESPONSIBILITY TO ACT ON ANY CONCERNS AND REPORT.

KFC takes all allegations and concerns raised seriously. The information provided will be referred to the relevant authorities as necessary.

If you become aware of or suspect that abuse or poor practice is taking place you must report it promptly.

Report all concerns to the KCS Welfare Officer at:

welfare@kingstonfencing.co.uk

Alternatively, speak to a member the club committee in confidence and they will direct you to the current club Welfare Officer who will ensure a detailed record of what has been said, seen and done and escalate concerns as per the British Fencing Safeguarding Policy.

3.1 Report a Concern to British Fencing

You can also report a concern to British Fencing directly. Information about reporting a concern can be found online here: <https://www.britishfencing.com/welfare-zone/report-a-concern/>

British Fencing Lead Safeguarding Officer

Name: Liz Behnke

Tel: Emergency 24hr safeguarding number: 07526 003030, Non Emergency - 077177 40125.

Email: Safeguarding@britishfencing.com

In a safeguarding emergency, where a person is at immediate risk of harm, call 999. Otherwise your normal first point of contact will be your club's Welfare Officer. You can also get advice from British Fencing's Lead Safeguarding Officer (see details above).

You should also record your concerns using the British Fencing Incident via the link above.

Individuals reporting concerns will be supported by British Fencing.

3.2 NSPCC Helpline

If you have any concerns at all about a child's safety or wellbeing, you can also contact the NSPCC Helpline.

It doesn't have to be an emergency or a report about child abuse – you might be looking for guidance and support on issues affecting children. Whatever it is you're worried about, The NSPCC dedicated child protection specialists will be able to advise and take any necessary action. They also have advice about spotting the signs of child abuse.

Contact the NSPCC: <https://www.nspcc.org.uk/keeping-children-safe/reporting-abuse/nspcc-helpline/>

You can contact the NSPCC Helpline by calling 0808 800 5000 or emailing help@NSPCC.org.uk.

3.3 Local Authority Designated Officer

For further information or escalation of concerns allegations against an adult working or volunteering with children the Local Authority Designated Officer (LADO) for Kingston can be contacted via: 07774 332675. Further contact information with their referral form can be found on their website:

<https://kingstonandrichmondsafeguardingchildrenpartnership.org.uk/resources-for-children-parents-and-carers/allegations-against-an-adult-working-or-volunteering-with-children/>

The Kingston Child Safeguarding & Child Protection Team can be contacted via telephone on 020 8574 5008 or 020 8770 5000 out of hours. Further contact information and referral form via Single Point of Access (SPA) can be found at: <http://www.gettingiton.org.uk/services/kingston/mash-multi-agency-safeguarding-hub-kingston>

4. Safeguarding Training

All coaches and volunteers that interact with children are required to have safeguarding training. KFC conforms to the guidelines set out by British Fencing.

The British Fencing Safeguarding and Protecting Children in Sport is an industry standard safeguarding course, designed to provide essential information to anyone working with children within a sporting context by increasing an awareness of current safeguarding legislation. The course is specifically designed to address the additional aspects of safeguarding that come with coaching in sport, to ensure best practice and how to deal with any potential areas of concern.

The course is mandatory for:

- Registered coaches
- Club or event Welfare Officer.
- Team Managers.

The course is useful for all volunteers within sport.

This course aims to:

- Identify and recognise good coaching practice and the implications for your coaching
- Explore your values and feelings in relation to child abuse, and recognise their potential impact on your response
- Recognise and respond to possible signs of child abuse
- Take appropriate action if concerns about a child arise

All coaches are required to have a safeguarding to be listed on the British Fencing coaches register.

Other Information:

Course Duration: 3 hrs

Delivery: Face to face in person or Face to face online.

Misc: UK Coaching course delivered by accredited practitioner.

Valid for: 3 years

Details of all people with safeguarding training is reviewed in the KFC internal safeguarding audit.

5. DBS Requirements

All coaches are required to have up to date DBS checks. Volunteers that interact with children are also required to have DBS checks. Proof of ID is required for all those undergoing a DBS check. Following a successful check the person must sign up to the DBS Update Service to allow KFC to continuously monitor the persons DBS status.

All new coaches and volunteers are required to undergo a DBS check performed by the club via the Vibrant Nation DBS checking platform and sign up for the Update Service:

<https://www.vibrantnation.co.uk/home>

The Vibrant Nation check includes proof of ID checks which must be visually inspected by a member of the committee. Proof of ID must be from two sources and include at least one photo and one proof of address.

The club follows government guidelines for ID checking:

<https://www.gov.uk/government/publications/dbs-identity-checking-guidelines/id-checking-guidelines-for-standardenhanced-dbs-check-applications-from-1-july-2021>

All DBS checks are at the Enhanced Level Disclosure as all people being checked will be working with vulnerable groups.

Details of all people with DBS checks is reviewed in the KFC internal safeguarding audit every 6 months and for new people.

6. Other Relevant Policy Documents

The club also has the following documents which are related to Safeguarding which are available on the club website kingstonfencing.co.uk:

Code of Conduct

Health and Safety Policy

Whistleblowing Policy

Complaints Procedure

Parental Supervision Guidance

In addition the club maintains an internal audit document to review the implementation of the policies which is available for inspection by governing bodies and the venue governing body.

7. Policy Review

Policies are reviewed annually and approved by the committee at the AGM or other committee meetings.

Written: August 2023

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