



CHILD PROTECTION/SAFEGUARDING POLICY

ACS MAGFA (ACSM) is the umbrella coaching brand for all coaching and activities offered by: ACS Martial Arts, ACS Self Defence, ACS Boxercise

ACSM recognises the need to make provision for children and young persons, and acknowledges its moral and legal responsibility to ensure that:

- The welfare of the child is paramount
- All children, whatever their age, culture, disability, gender, language, racial origin religious beliefs and/or sexual identity have the right to protection from abuse
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately

All ACSM coaches and volunteers (paid/unpaid) have a responsibility to report concerns to the appropriate officer – in this instance, chief coach and club secretary.

The Children's Act 1987 defines a child as a person under the age of 18. This Child Protection Policy has been accepted by ACSM as mandatory for all ACSM coaches, staff and volunteers.

ACSM is committed to working in partnership with all agencies to ensure best practice when working with children and young people.

Adopting this best practice will help to safeguard those participants from potential abuse as well as protecting coaches and other adults in positions of responsibility from any potential allegation of abuse.

Policy Statement

All coaches/instructors/volunteers of the physical activities provided under the ACSM banner have a duty of care to safeguard all children involved in the afore mentioned activities from harm.

All children have a right to protection, and the needs of disabled children and others who may be particularly vulnerable must be taken into account.

ACSM will ensure the safety and protection of all children involved in our activities through adherence to the Child Protection guidelines published by the NSPCC and Sport England.

Sport and physical activities can have a very powerful and positive influence on young people.

Not only can it provide opportunities for enjoyment and achievement; it can help to develop and enhance valuable qualities such as:

- Self esteem
- Leadership
- Teamwork

Policy aims

The aim of the ACSM child Protection Policy is to promote good practice:

- Providing children and young persons with appropriate safety and protection whilst in the care of ACSM
- Ensure that all incidents of poor practice and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- Allow all staff /volunteers to make informed and confident responses to specific child protection issues
- The distinction between ages of consent, civil and criminal liability are recognised but in the pursuit of good in the delivery and management of ACSM a young person is recognised as being under the age of 18 years [Children's Act 1989]
- ACSM recognises that persons above the age of 18 are vulnerable to undue influence by adults in positions of responsibility
- Confidentiality will be upheld in line with existing Data Protection legislation, and legislation pertaining to the Human Rights Act.

Promoting Good Practice with Young People

Child abuse, particularly sexual abuse, can arouse strong emotions in those facing such a situation. Abuse can occur within many situations including the home, school and the sporting environment.

It is a fact of life that some individuals will actively seek employment or voluntary work with young people in order to harm them.

A coach, instructor, teacher, official or volunteer may have regular contact with young people and be an important link in identifying cases where a young person needs protection.

All cases of poor practice should be reported to ACSM's Welfare & Child Protection Officer (chief coach/club secretary) and relevant authorities following the guidelines in this document.

Sport/physical activity can play a crucial role in improving the child's self esteem. In such instances where a member of ACSM has suffered abuse outside the organisation, ACSM must work with the appropriate agencies to ensure that the child receives the required support.

Good Practice Guidelines

All those involved in ACSM should be encouraged to demonstrate exemplary behaviour in

order to safeguard children and young people and protect themselves from false allegations.

The following are common sense examples of how to create a positive culture and climate within ACSM:

Good practice means

- Always working in an open environment (e.g. avoiding private or unobserved situations and encouraging an open environment i.e. no secrets)
- Treating all young people/disabled adults equally, and with respect and dignity.
- Placing the welfare and safety of the child or young person first above the development of performance or competition.
- Maintaining a safe and appropriate distance with participants (e.g. it is not appropriate to have an intimate relationship or to share a room with a child).
- Relationships based on mutual trust, empowering children to share in the decision
- Making the activities fun, enjoyable and promoting fair play
- Where any form of manual or physical support is required, it should be provided openly and in accordance with ACSM Guidelines
- Involving parents/carers wherever possible (e.g. for the responsibility of their children in the changing rooms). If groups have to be supervised in the changing rooms, always ensure parents/teachers/coaches/officials work in pairs
- Ensuring when mixed teams are taken away, they should always be accompanied by male and female member of staff (NB however, same gender abuse can also occur)
- Ensuring that at tournaments or residential events, adults should not enter children's rooms or invite children into their rooms
- Being an excellent role model, this includes not smoking or drinking alcohol in the company of young people
- Giving enthusiastic and constructive feedback rather than negative criticism
- Recognising the developmental needs of young people and disabled adults avoiding excessive training or competition and not pushing them against their will
- Securing parental consent in writing to act in loco parentis if the need arises to give permission for the administration of emergency first aid
- Recording injury that occurs, along with the details of any treatment given
- Requesting written parental consent if ACSM officials are required to transport young people in their cars

Coaches

All full ACSM coaches, that is coaches who coach unsupervised, must be:

- Qualified to do so (be certificated in what it is they are coaching)
- Appropriately insured
- Carry full Enhanced DBS disclosure
- Be basic first aid qualified
- Be safeguarding and protecting children certificated

Coaches without the above, but with DBS disclosure can coach under the supervision of a fully qualified coach.

Defining Child Abuse

Child abuse is when an adult harms a child or young person. There are four main type of abuse:

Physical abuse: This includes being hit, kicked, shaken or punched, or given harmful drugs or alcohol.

Emotional abuse: This includes being called names all the time, being threatened or being shouted at or made to feel small.

Sexual abuse: This includes being touched in a way you don't like by an adult or young person, being forced to have sex, or being made to look at sexual pictures or videos. For some disabled children, it includes if a person helping them to use the toilet touched them more than was needed.

Neglect: Is when a child is not looked after properly, including having no place to stay, or not enough food to eat, or clothes to keep them warm. It also includes if the child is not given medical care when they need it, including medication. For some disabled children, it could include if their carer took away the things they needed for everyday life like their wheelchair or communication board. Or not helping a disabled child who needed help using the toilet.

Bullying

Is also a form of abuse. Bullying includes hitting or threatening a child with violence, taking their things, calling them names or insulting them, making them do things they won't want to do, and deliberately humiliating or ignoring them.

Common Signs of Abuse

Every child is unique, so behavioural signs of abuse will vary from child to child. In addition, the impact of abuse is likely to be influenced by the child's age, the nature and extent of the abuse, and the help and support the child receives. However, there are some behaviours that are commonly seen in children and young people who have been abused:

- The child appears distrustful of a particular adult, or
- a parent or a coach with whom you
- would expect there to be a close relationship.

He or she has unexplained injuries such as bruising, bites or burns particularly if these are on a part of the body where you would not expect them.

If he or she has an injury which is not explained satisfactorily or properly treated.

Deterioration in his or her physical appearance, or a rapid weight gain or loss. Pains, itching, bruising, or bleeding in or near the genital area.

A change in the child's general behaviour. For example, they may become unusually quiet and withdrawn, or unexpectedly aggressive. Such changes can be sudden or gradual.

If he or she refuses to remove clothing for normal activities or wants to keep covered up in warm weather.

If he or she shows inappropriate sexual awareness or behaviour for their age.

Some disabled children may not be able to communicate verbally about abuse that they may be experiencing or have witnessed. It is therefore important to observe these children for signs other than 'telling'. The above signs should be seen as a possible indication of abuse and not as a confirmation. Changes in a child's behaviour can be the result of a wide range of factors. Visible signs such as bruising or other injuries cannot be taken as proof of abuse. For example:

some disabled children may show extreme changes in behaviour, or be more accident prone, as a result of their impairment.

ACSM has a responsibility to act on any concerns. A child or young person may also try to tell a person directly about abuse. It is very important to listen carefully and respond sensitively.

Responding to suspicions or allegations

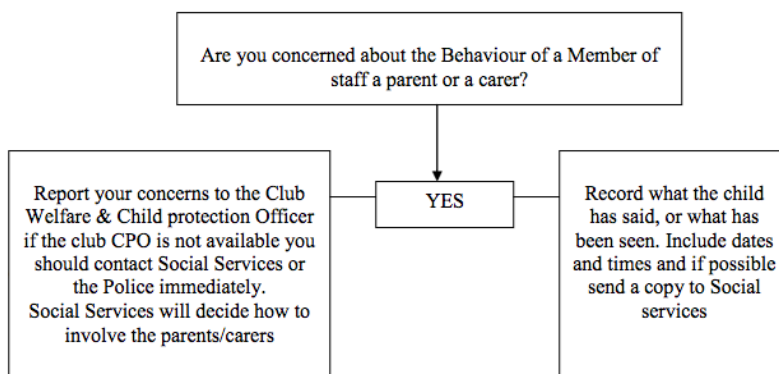
It is not the responsibility of anyone working in ACSM in a paid or unpaid capacity to take Responsibility or to decide whether or not child abuse has taken place. This is the role of the child protection agencies. However there is a responsibility for all of us to act on any concerns through contact with the appropriate authorities.

Advice and information is available from the local Social Services Department, The Police or the NSPCC 24 hour Help line **0800800 5000**

ACSM assures all staff/volunteers that it will fully support and protect anyone, who in good faith reports his or her concern that a colleague is, or may be, abusing a child. Where there is a complaint against a member of staff there may be three types of investigation

- A criminal investigation,
- A child protection investigation,
- A disciplinary or misconduct investigation.

The results of the Police and child protection investigation may well influence the disciplinary investigation, but not necessarily. Action to take if there are concerns about a child's safety or welfare the following action should be taken if there are concerns:



Poor Practice

If, following consideration and consultation with ACSM lead coach, the allegation is clearly about poor practice: the ACSM lead coach will deal with it as a misconduct issue. The incident and subsequent action must be recorded.

Suspected Abuse

Any suspicion that a child has been abused by either a member of staff or a volunteer should be reported to the ACSM lead coach and Club secretary who will take such steps as considered necessary to ensure the safety of the child in question and any other child who may be at risk.

The ACSM lead coach will refer the allegation to the social services department who may involve the police, or go directly to the police or Social Services out of hour's duty service.

The parents or carers of the child will be contacted as soon as possible following advice from the social services department [In cases of suspected abuse within the family.

Social Services department and or the Police must give advice on who should be contacted and when]

If the ACSM lead coach is the subject of the suspicion/allegation, the report must be made direct to the Club Secretary, who will then inform the Police or Social Services or seek advice from the NSPCC.

Confidentiality

Every effort will be made to ensure that confidentiality is maintained for all concerned. In so far as is practicable, confidentiality will be maintained at all times in respect of all persons involved, by any means, in any enquiry or investigations following a disclosure being made or concern being raised, unless, there is an overriding obligation whereby, in the interests of the safety, protection or overall welfare of any child or young person, such information, shall be shared with other interested parties.

Any such information shall only be shared on a strict NEED TO KNOW BASIS.

Interested parties might include the following:

- ACSM lead coach
- Club Secretary
- The parents of the person who is alleged to have been abused
- The person making the allegation
- Social services/police
- The alleged abuser and parents if the alleged abuser is a child.

*Seek social services advice on who should approach alleged abuser.

Information will be stored in a secure place with limited access to designated people, in line with data protection laws (e.g. that information is accurate, regularly updated, relevant and secure).

If you need help you should contact the social services direct (or the NSPCC on 0808 800 5000, or Child line on 0800 1111

Information

Information passed to the social services or the police must be as helpful as possible, hence the necessity for making a detailed record at the time of the disclosure/concern. Information should include the following:

- Name of child
- Age of child and date of birth
- Race and Ethnic origin of the child
- Relevant disability or special needs
- Home address and telephone number
- Is the person making the report expressing their own concerns or those of someone else?
- If it is not the child making the report has the child concerned been spoken to? If so what has been said?
- What is the nature of the allegation? Include dates, times, any special factors and other relevant information
- Make a clear distinction between what is fact, opinion or hearsay
- Describe any visible bruising or other injuries
- Behavioural and indirect signs
- Record the details of witnesses to the incident/s.
- The child's account, if it can be given, of what has happened and how any bruising or other injuries occurred
- Have the parents been contacted? If so what has been said?
- Has anyone else been consulted? If so record details.
- Has anyone been alleged to be the abuser? Record details.

PLEASE NOTE:

ACS MARTIAL ARTS

ACSMA is the umbrella name for all sports and leisure activities owned and run by David Brown, sole trader and lead coach. This 'Child Protection' Policy represents the best practise procedures for all sports/physical activity sessions run by ACSM either by David Brown himself or other qualified coaches.



CHILD PROTECTION WELLFARE OFFICERS INCIDENT REPORT

Date.....

Your Name..... Position Held.....

Name:(child)..... Age..... D.O.B.....

Address.....

..... Postcode:..... Tel.....

Race..... Ethnic Origin.....

Relevant special needs.....

Name and address of person reporting (if different to above)

.....

Date:..... Time:..... Place (of disclosure).....

What the child said:

Your own observations:

Any actions or advice given that you have decided to take:
 (Parent */Police/Social Services/C.P.S.U./Local Authority/Other*)

Your name..... Signature.....

FOR ACS MARTIAL ARTS INCIDENT RECORDS ALSO INCLUDE THE FOLLOWING:

LICENCE NO:

FOR CONTACT DETAILS OF ALL APLLICABLE BODIES:

PLEASE REFER TO ACS COMPLAINTS PROCEDURE DOCUMENT

ACS MAGFA Safeguarding and Protecting Children Policy. Last Updated 01/09/2023