

Protection Policy for Juniors at OCA[or name of club] events [and club nights]

Parents/guardians (“Parents”) are entirely responsible for the supervision of their children for the full duration of all OCA[OR NAME OF CLUB] events, except in the three circumstances first listed below.

Parents may, except in the case of under 8s, at their total discretion, elect to delegate that responsibility to another adult(s) but remain entirely responsible for the welfare of their children. Parents may, except in the case of under 8s, at their total discretion, elect to share that responsibility with another adult(s) but remain entirely responsible for the welfare of their children. Parents may not delegate or share that responsibility with another adult(s) in the case of children aged under 8. The KJCA and its officers are not able to monitor whether parents discharge their responsibility, as outlined above, or not and are not responsible for carrying out any such monitoring. The OCA[OR NAME OF CLUB] and its officers are not able to and will not act ‘in loco parentis’ in respect of parents’ responsibility, as outlined above, except in the following three listed circumstances:

1. while juniors are playing a match in a OCA[OR NAME OF CLUB] tournament in the tournament room(s);
2. while juniors are attending a coaching session at a OCA[OR NAME OF CLUB] coaching day; and
3. if their parents are not attending a OCA[OR NAME OF CLUB] team event, while juniors are attending a OCA[OR NAME OF CLUB] team event or are travelling to or from a OCA[OR NAME OF CLUB] team event as part of an official OCA[OR NAME OF CLUB] team group travel party. A team group travel party is defined as one which is managed and controlled by the persons listed on OCA[OR NAME OF CLUB] list of approved persons.

Car-sharing arrangements to or from a OCA[OR NAME OF CLUB] team event are private arrangements between the parents concerned friends within the club and are specifically excluded both by statute and the OCA [OR NAME OF CLUB] policy.

The three circumstances listed above are the only circumstances in which the OCA[OR NAME OF CLUB] and its officers will act ‘in loco parentis’ and, in these circumstances, they will adhere to the following guidelines:

- the OCA[OR NAME OF CLUB] and its officers will use all reasonable endeavours to ensure the welfare of the juniors;
- OCA[OR NAME OF CLUB] officers will endeavour to avoid being in any one-to-one situation with any junior unless this is impracticable or happens inadvertently; and
- in the event of a material problem occurring with the welfare of any junior, a OCA[OR NAME OF CLUB] officer(s) will immediately endeavour to contact their parents. For this reason, amongst others, no junior may take part in any OCA[OR NAME OF CLUB] event without providing full contact details (home telephone number, home address and email address) to the OCA[OR NAME OF CLUB] in advance.

In order to cover situations in which it can reasonably be foreseen that any OCA[OR NAME OF CLUB] officer is likely to be involved in the management or control of coaching with any junior, the OCA[OR NAME OF CLUB] will ensure that it is in possession of a CRB (Criminal Records Bureau) clearance in respect of that officer or that an application has been made for such CRB clearance by either the OCA[OR NAME OF CLUB] by another body and a member of the committee of the OCA[OR NAME OF CLUB] has seen the original clearance or any other appropriate clearance for example under the Safeguarding Vulnerable Groups Act 2006. Clearances are deemed appropriate by the committee of OCA[OR NAME OF CLUB].

The OCA [OR NAME OF CLUB] will publish a list of persons who have the appropriate clearances and it is the responsibility of parents to ensure that before passing control of their child to a person or allowing to take part in any coaching activity that the person to whom control is passed is included in the list of persons who have appropriate persons.

The OCA[OR NAME OF CLUB] will not tolerate bullying during OCA[OR NAME OF CLUB] events. This includes bullying by juniors, parents or OCA[OR NAME OF CLUB] officers, none of which are acceptable. Bullying is deliberately malicious misconduct, physical or verbal, direct or indirect, designed to hurt and undermine anyone individually or within any peer group.

Any instances of bullying or other misconduct, proven or suspected, should be reported immediately to the most senior OCA[OR NAME OF CLUB] officer present, together with the names of any witnesses. The OCA[OR NAME OF CLUB] officer will conduct an immediate investigation and speak to witnesses. If he/she concludes that the complaint is justified, he/she will discuss the incident with the perpetrator and, if any, supervising adult and will report details in writing after the event to the Operations Director to log into the Central Record. If appropriate, the OCA[OR NAME OF CLUB] officer may issue a verbal warning or suspension for a period of hours up to suspension for the remainder of the event. Serious cases will be referred by the Operations Director to the OCA[OR NAME OF CLUB] Committee. In the event that anyone has 3 complaints logged against them in the Central Record in any season, this will automatically be referred to the OCA[OR NAME OF CLUB] Committee. The OCA[OR NAME OF CLUB] Committee may issue written warnings or longer suspensions without limitation, as it deems fit at its entire discretion. Complaints reported after the end of the event and after witnesses have departed may not be investigated, dependent upon the nature and severity of the complaint.

As opposed to negative actions, such as bullying or other misconduct, the OCA[OR NAME OF CLUB] hopes that all attendees at all OCA[OR NAME OF CLUB] events will rather behave with humility and treat all other attendees with respect in affirmation of the OCA[OR NAME OF CLUB]'s policy that its events should be remembered by all attendees as enjoyable family days out.

A What happens if.....?

a) If you suspect a child is being abused:-

- 1) immediately inform the official in charge of the event
- 2) record the facts as you know them and give a copy to the official
- 3) ensure that the child has access to an independent adult
- 4) ensure that no situation arises which could cause further concern
- 5) ensure access to confidential information is restricted to appropriate officials on a 'need to know' basis.

b) If a child tells you about abuse by someone else

- 1) allow the child to speak without interruption, accepting what is said.
- 2) alleviate feelings of guilt and isolation, while passing no judgement
- 3) advise that you will try to offer support, but that you must pass the information on
- 4) same steps as 1 – 5 above

c) If you receive any allegation of abuse about any adult or about yourself

- 1) Immediately inform the official in charge of the event
- 2) record the facts as you know them and give a copy to the ECF official
- 3) try to ensure that no-one is placed in a position which could cause further compromise

The official will take action which may include contacting the social services or the police
The official will also submit a report the committee of OCA [OR NAME OF CLUB]