

KEEPING CHILDREN SAFE IN SPORT

PARENT AND GUARDIAN CHARTER

WHAT PARENTS SHOULD LOOK FOR WHEN CHOOSING A GOOD SPORTS CLUB OR ACTIVITY FOR THEIR CHILD

Here are the key points to check for when choosing a sports club or activity for your child.

QUICK CHECKLIST FOR PARENTS

Does the club or organisation have:

- A named and contactable welfare officer responsible for the implementation of their safeguarding policy and issues regarding the protection of children, young people and adults at risk?
- Procedures for dealing with complaints or concerns regarding poor practice, abuse or neglect?
- Written standards of good practice (ie a code of conduct/behaviour)?
- A parental consent/emergency details form that you must return to the club?
- Safe recruitment procedures for those working with children, young people and adults at risk that include: a clear job description, appropriate references, criminal records checks (eg DBS) for relevant posts and technical qualifications?
- Access to appropriate safeguarding training for its staff/volunteers?

Remember, a well-run club will welcome your questions about their activities and policies. They'll know they have a responsibility to have the right arrangements in place, and to give this kind of information to anyone who leaves a child in their care.

POLICIES AND PROCEDURES

DOES THE ORGANISATION HAVE A SAFEGUARDING POLICY TO HELP PROTECT YOUR CHILD?

Sports clubs and organisations should have a safeguarding policy, with a clear procedure for dealing with poor practice concerns or risks of abuse. You should be advised how you can access the policy.

IF YOU OR YOUR CHILD HAVE ANY WORRIES, WHO CAN YOU TALK TO?

Every organisation should have a named welfare officer and promote their contact details. Well-run clubs should be prepared to listen and advise you what to do if you have any concerns. They should have information about local or national services that can also offer advice and support.

DOES THE ORGANISATION HAVE A WRITTEN CODE OF BEHAVIOUR OR CODE OF CONDUCT?

There should be a written code of behaviour (or conduct) showing what is required of staff, volunteers and participants (including children). Avoid organisations that do not have a commitment to address bullying, shouting, racism, sexism or any other kind of oppressive behaviour. Any unacceptable behaviour should be challenged and dealt with in a professional manner by the sports organisation.

WHAT BOUNDARIES EXIST CONCERNING CLUB RELATIONSHIPS?

The club should have clear guidelines about appropriate relationships and social activities between staff, volunteers, participating young people, and parents. Find out who in the club you can speak to if you have concerns about boundaries not being observed.

WHAT RATIO OF SUPERVISING ADULTS TO CHILDREN IS THERE?

Find out what the recommended supervision ratios are. You can do this by referring to the organisation responsible for the sport or activity. It is important to identify that the organisation ensures that no staff/volunteer members are left alone and isolated when in charge of the young people.

DOES THE CLUB ASK FOR SIGNED PARENT/GUARDIAN CONSENT AND EMERGENCY DETAILS?

As part of your child's registration, are you asked to complete a consent form? This should ask for emergency contacts, key medical information (allergies, asthma, etc.) and whether there are any other issues the club needs to know about in order to help your child get the most out of their participation.

WHAT ABOUT ARRANGEMENTS FOR AWAY FIXTURES AND OTHER EVENTS?

The sports club or organisation should inform you about the event arrangements and planning, including transport to and from the venue. You should also be given information about the venue itself. If it's a long way from home, you should be given a contact number for use in emergencies.

RECRUITMENT OF STAFF AND VOLUNTEERS

HAVE ALL STAFF AND VOLUNTEERS BEEN SELECTED THROUGH A PROPER RECRUITMENT PROCESS?

This should include interviews, references and Disclosure and Barring Service (DBS) checks for eligible staff/volunteers working with children.

WHAT SAFEGUARDING TRAINING HAS BEEN PROVIDED FOR STAFF AND VOLUNTEERS?

All staff and volunteers should have up-to-date recognised safeguarding training.

IS THE COACH QUALIFIED?

As a parent you should expect your child to be coached by an affiliated BWB Coach. This will ensure that the Coach is suitably qualified, has completed the relevant risk assessment procedures and is fully insured, these are known as Minimum Operating Standards (MOS). Therefore your club should be able to provide information to confirm that coaches have met all the necessary MOS.

If your coach is not an affiliated coach with the BWB this COULD mean that they have not undertaken the relevant training, they haven't completed the DBS process or may have outstanding disciplinary/sanctions outstanding.

HOW CAN I EVIDENCE IF THE COACH IS A BWB AFFILIATED COACH?

Current Coaching Licence: They should be able to show you a current online licence card. This will show the current season, coaching licence and qualifications. If they have a BWB coaching licence it will mean that they also have been DBS checked.

Affiliated Club: Affiliated clubs should only be using licenced coaches to deliver sessions – if this is not the case please get in touch with British Wheelchair Basketball. You can easily identify if a club is affiliated via our online membership system within the club community where it will show whether the club is affiliated for the current season.

Sanctions: Finally, a list of individuals who have received sanctions from the National Governing Body is available here <https://britishwheelchairbasketball.co.uk/sanctions-disciplinary-decisions/>

HEALTH AND SAFETY

IS MY CHILD COVERED BY PERSONAL ACCIDENT INSURANCE?

In the unfortunate event of your child suffering from a serious injury whilst playing wheelchair basketball, personal accident insurance may be able to cover bills and other expenses. A club or organisation participating in regulated activity is likely to have this through affiliation to their National Governing Body or from an insurance provider. Please note that personal accident cover provided by British Wheelchair Basketball only covers affiliated activity.

IS IT CLEAR WHAT TO DO IN THE EVENT OF AN INCIDENT OR INJURY?

Make sure that the organisation has guidance on first aid (and ideally a qualified first aider), and that the following are available within the club:

- first aid box
- procedure for reporting and responding to injuries or accidents that occur within club time
- arrangements for providing participants with drinks and dissemination of medications (parental consent will be required for dissemination of medication)
- that the premises satisfy fire and other relevant regulations

If your child needs help with using the toilet, changing, feeding or their medication, discuss and agree how these personal care needs will be addressed.