



**NORTHEND UNITED YOUTH
FOOTBALL CLUB
BALLYMENA
Established 2003**

CHILD PROTECTION/SAFEGUARDING POLICY
NEUFC – CPP01

SECTION

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1.0 POLICY STATEMENT

“Northend United Youth Football Club is fully committed to providing every player and official with a safe environment in which they may enjoy participating in grassroots football.”

1.1 POLICY PRINCIPLES

Within Northend United, the key principles of this policy are as follows:

All players have:

The right to a safe environment
The right to protection against harm or the risk of harm
The right to protection against physical abuse
The right to protection against verbal abuse
The right to protection against emotional abuse
The right to protection against sexual abuse
The right to protection against bullying
The right to protection against neglect
The right to express opinions and to have those opinions considered in all matters that concern their well being.
The right that all actions concerning the child should be in his/her best interests.
The right to have all suspicions and allegations taken seriously and acted upon as appropriate

Northend United shall:

Support all teams with the implementation of this policy.
Ensure that the policy is reviewed on a regular basis.
Appoint a Player Protection Officer

2.0 GOOD PRACTICE/CODE OF CONDUCT

By the introduction of good practice throughout Northend United membership it is possible to reduce the risk of child abuse taking place.

2.1) GOOD PRACTICE/CODE OF CONDUCT FOR NORMAL ACTIVITIES

Behaviour that is Considered to be Good Practice:-

Take all reasonable steps, where possible, to protect all players and officials from harm or the risk of harm during all activities.

Always act in the best interests of all players and club officials. In emergency situations take note of all risks before making decisions.

Always treat all players and officials with respect and dignity irrespective of their age, race religious belief, gender, sexual orientation, disability or social background.

Always make sure that any allegations or suspicions are recorded and acted upon.

Always report all incidents of abuse or concerns to the relevant protection officer and submit a written record of said incidents or concerns

Always strive to have a minimum of two club officials in attendance during all club activities

Always have a trained first aider with a fully stocked first aid kit on hand during all club activities

Always wait until all players have left the changing room before officials shower and change

Always be punctual for all football activities

Always take notice of a player's reaction to your tone of voice and manner. If giving criticism do so in a positive and constructive manner.

Always be open and honest with players and parents

Always encourage full participation in all activities whilst at the same time acknowledging the limitations that may prevent this because of a player's special needs.

Behaviour that Should Be Avoided:-

Avoid spending too much unnecessary time alone with a player

Avoid using or allowing players to use inappropriate language or behaviour

Avoid sexually suggestive comments being made by players or officials even as a joke

Avoid players and officials engaging in rough, physical or sexually provocative games including horseplay

Avoid being present whilst players are showering and changing unless it is necessary in the interests of health and safety or the players are particularly young or vulnerable. In these circumstances it would be best practice to have at least two officials present and, if appropriate, to leave the door open.

Avoid meeting with players away from organised club activities without a parent or other club official being involved.

Avoid making arrangements to meet a player in their home without the player's parent or guardian being present.

Avoid a player travelling alone with a club official irrespective of the length or duration of the journey. If possible make sure your pick up or drop off points are with at least two players. If a single player has to be transported the club should seek the consent of the player's parent or guardian.

Avoid players being unsupervised during club activities

Avoid officials taking any club activities on his/her own

Avoid Officials placing themselves in vulnerable situations

Behaviour that will Never Be Sanctioned:-

Harming a player or putting a player at risk of harm

Sexually abusing a player

Physically assaulting a player or official

Supplying banned substances to players or officials

Extortion and bullying

Harassment and intimidation e.g. racial harassment, allowing players or officials to refer to another club member's religion, gender, disability or sexuality in a derogatory manner

Allow officials to shower or change with players. Always wait until all players have left the changing room

Allow allegations made by a player to go unreported. If there is an attempt to cover up you may be implicated by your silence

Allow players or officials to be under the influence of alcohol or any banned substances during football activities.

2.2) GOOD PRACTICE / CODE OF CONDUCT FOR CLUB OUTINGS

Behaviour that is Considered to be Good Practice:-

Implement all points listed at 2.1)

Make sure all outings are planned with health & safety of uppermost importance

Inform all parents in good time and in writing of the times of departure, pick up points, time of return, drop off points and emergency telephone contact numbers

Make sure all players and parents complete and return a consent form

Make sure all outings are properly supervised e.g. a ratio of one official to eight players with a minimum of two officials in attendance

2.3) GOOD PRACTICE/CODE OF CONDUCT FOR OVERNIGHT STAYS

Behaviour that is Considered to be Good Practice:-

Implement all points listed at 2.1) and 2.2)

Make sure all overnight stays are planned with health and safety of uppermost importance

Inform all parents in good time and in writing of the date and time of departure, pick up points, date and time of return, drop off points and emergency contact details

Make sure all players and parents complete and return a consent form

Make sure all overnight stays are properly supervised e.g. a ratio of one official to eight players with a minimum of two officials in attendance

Make sure all players are aware of the availability of telephones to contact home

Behaviour that Should Be Avoided:-

Players visiting any adult's room unless under emergency circumstances. In such circumstances the room door should be left open if it is appropriate to do so

Allowing officials to check players' rooms unaccompanied. A minimum of 2 officials are required

Allowing officials to enter a player's room unless in the interests of health and safety or in an emergency. In such circumstances the room door should be left open if appropriate to do so.

Behaviour that will Never Be Sanctioned:-

An official sharing a room with a child unless he is the parent or guardian of the child

Allowing officials to supervise or have any responsibility for players while under the influence of alcohol or any banned substances.

3.0 RESPONSIBILITIES

To ensure the safety of all players, all concerned must function as a unit within defined roles

3.1) ROLE OF A PLAYERS'S PARENT / GUARDIAN

All parents / guardians must take all measures necessary to protect their children from harm or the risk of harm

All parents / guardians must take all measures necessary to ensure that they are satisfied with the club and the club's officials that their child proposes to join

All parents / guardians must sign the relevant Club registration forms.

All parents / guardians must make arrangements and take responsibility to ensure that their children are safely transported to and from club activities

All parents / guardians must know who Northend's Player Protection Officer is and have their contact details

Only parents / guardians who are officials of a club and have regular and/or unsupervised contact with the clubs' players will be the subject of Access NI checks

3.2) ROLE OF A CLUB OFFICIAL

Take all reasonable steps, where possible, to protect all players and officials from harm or the risk of harm during all activities

All officials e.g. managers, coaches, first aiders, that have regular and/or unsupervised contact with children must complete Access NI check forms.

All Access NI forms must be accompanied by a fully completed NIBFA Self Declaration Form.

All appointments, changes or resignation of club officials must be immediately notified to the Northend Secretary in writing.

All officials must be fully conversant with Northend United's Player Protection Policies.

All officials must be fully conversant with Northend United's Constitution & Rules.

All officials must protect all players from all forms of abuse.

All officials have a duty to report any allegations or concerns about other adults / officials.

All officials must display high standards in respect of behaviour and appearance.

All officials should attempt to have coaching qualifications appropriate to the ability of the players they are coaching subject to the Constitution of Northend United Youth FC.

3.3) ROLE OF THE PLAYER PROTECTION OFFICER

Take all reasonable steps, where possible, to protect all players and officials from harm or the risk of harm during all activities

All appointments, changes or resignation of Northend United's Player Protection Officer must be immediately notified to the NIBFA Administration Officer in writing.

They must ensure all completed information that has to be retained is sent directly to the NIBFA Administration Officer to be stored in a completely safe and confidential manner. It is a criminal offence to disclose any information to any third party. The only exception is the reporting of abuse to either the NIBFA Administration Officer or the Police.

They must check that all forms are completed properly; they must witness identification documentation and send all fully completed Access NI forms plus NIBFA Self Declaration Forms to the NIBFA Administration Officer.

To receive and advise on reported incidents by the club, player or official.

To initiate action ensuring all appropriate persons has been contacted.

To report any alleged incidents of abuse to the NIBFA Administration officer or in his absence to any named deputy of the NIBFA Player Protection Panel.

Note: All persons involved in grassroots football have responsibilities to report any suspected or alleged cases of abuse to the relevant Protection Officer. It is not the official's responsibility to decide whether or not a player has been abused.

4.0 IDENTIFYING ABUSE

4.1) SEXUAL ABUSE

Please note: It is very important to note that abuse can occur even if a child is not aware of or even consents to what is happening.

Both male and female can be sexually abused in the following ways:

Full sexual intercourse, masturbation, oral sex and fondling
Showing players pornographic books, videos or internet downloads
Asking players to take part in making videos or taking pornographic photographs
Telling stories or jokes of a sexually explicit nature
Any person exposing themselves in front of children

What to look for:

- Adults who do not implement Northend Protection Policies e.g. befriending players in one to one situations, ignore allegations of abuse or do not report allegations made
- Pain, itching, bruising or bleeding in genital area
- Stomach pains
- Discomfort when running or walking
- Unexplained sources of money
- Inappropriate drawings, language or behaviour
- Aggressive, withdrawn behaviour or fear of one person

4.2) PHYSICAL ABUSE

Physical abuse can be in the form of injuries sustained through hitting, shaking, squeezing, biting or burning.

In football situations, physical abuse may also be deemed to occur if the nature and intensity of training exceeds the capacity of the player's body or causes injury due to fatigue or overuse.

The use of alcohol or banned substances to enhance performance must also be treated as abuse.

It is a fact that in football the more naturally gifted players are asked to train and play more matches than others less gifted. To help prevent injuries and encourage players to practise, the number of games played by any player must be carefully monitored.

What to look for:

- Unexplained or untreated injuries
- Injuries on unlikely parts of the body
- Cigarette burns, bites, belt marks and scalds
- Fear of parents being contacted, going home or receiving medical advice
- Flinching when touched
- Refusal to discuss injury
- Covering arms and legs

4.3) NEGLECT

Neglect occurs where adults:

- Fail to meet a child's basic physical needs e.g. food, warmth and clothing
- Regularly leave children alone and unsupervised
- Fail or refuse to give children love, affection or attention
- Neglect might also occur during organised activities if young people are placed in an
- unsafe environment, are exposed to extreme weather conditions or are at risk of being
- injured

What to look for:

- Poor personal hygiene
- Constantly hungry
- Inappropriate clothing or dress
- Constantly tired
- Lonely with no friends
- Underweight
- No parental support or interest (where parents rarely take responsibility for their own Child)
- Dishevelled appearance
- Where arrangements for children are continually changed

4.4) EMOTIONAL ABUSE

This form of abuse includes:

- Persistent lack of love or affection
- Frequently shouting at players
- Frequent use of foul, abusive or insulting language towards players

- Taunting players
- Over protection which can lead to poor social skills
- Emotional abuse may include situations where parents, officials or organisers subject players to constant criticism, bullying or unrealistic pressures to perform to high expectations

4.5) BULLYING

Bullying can mean different things including actions which some adults may dismiss as trivial or unimportant. It is estimated that as many as one in four children of primary school age and one in ten children of secondary school age are bullied.

Bullying can be best described as:

- Being called names
- Being teased
- Being pushed, pulled, punched or kicked
- Being hit or attacked
- Having possessions taken
- Being ignored or left out
- Being forced to hand over money
- Being attacked because of religion, gender, colour or sexual orientation

What to look for:

- Children appearing with damaged or missing clothes, without money they should have
- Children appearing with scratches and bruises
- Schoolwork appears to be suffering for no obvious reason
- The child decides to change the way he or she goes to school
- The child is reluctant to go to school or regularly complains of feeling unwell
- The child seems different – more emotional, easily upset or made angry

5.0 SELECTION / APPLICATION PROCEDURES

All decisions of the Northend United Executive Committee shall be final and binding on all parties concerned.

5.1) SELECTION / APPLICATION PROCESS FOR NEW CLUB OFFICIALS

1. The applicant should make verbal application to Northend United. He/she should outline his/her coaching experience, experience in relation to working with children, other clubs he/she has been involved with and the reasons he/she wishes to join the club.
2. If satisfied with the applicant, the club should ask the applicant to fill in a membership application form, giving the names and contact details of two separate individuals (unrelated) who are prepared to supply references plus details of any previous clubs.
3. On receipt of a fully completed membership application form, the Club will hold An Executive Committee meeting and then conduct an informal interview with the person to determine if he/she is suitable to become an official of the club. The Chairman and/or Football Development Officer will conduct the informal interview.
4. The club must seek advice on suitability from any previous clubs that the applicant has been a member.
5. The club should write to each of the referees and examine their replies.
6. If satisfied with the applicant, the Club Chairman or Football Development Officer will invite the applicant to join the Club with provisional membership of the club.
7. On acceptance into provisional membership, the Club must ensure that the applicant completes an IFA Level 1 Coaching course including Access NI application form, completed within 6 months of joining.
9. The applicant will be advised of Northend United's Executive Committee's decision regarding applicants being accepted or rejected for membership. Full membership of the club will only be awarded after final AccessNI clearance is obtained. The Northend's Executive Committee's decision shall be final and binding.
10. If accepted into membership of the Club they will serve a 6 month probation period. During this probationary period the Club will monitor and appraise the new member's suitability for continued membership of Northend United