1. Introduction and Context

1.1 Ipswich Boxing Club provides a safe and secure venue for a range of services, activities and events. These can be accessed by all members of the local and neighbouring communities including Children, Young People and Vulnerable Adults. The Committee recognises the importance of ensuring, and makes all efforts to secure, the safeguarding and welfare of all club users.

1.2 This policy is made available to all parties who utilise the gym for any activities, covering expectations on adults, including any Committee members who run events or activities on behalf of Ipswich Boxing Club and associated clubs using the facilities.

1.3 In very few situations children will be accompanied by an adult (a parent or carer), who would normally take responsibility for them. Young People, (defined as school age or above for the purposes of this policy), and Vulnerable Adults often attend activities independently and need protection accordingly.

1.4 This policy includes child and adult protection procedures, recruitment and selection of coaches and volunteers, Code of Behaviour, Whistle Blowing and monitoring.

1.5 In addition to our own policies and procedures the Committee ensure that they are fully conversant with and following the Government and Suffolk County Council current expectations and recommendations for safeguarding.

1.6 At least one committee member will be named as appointed person for Safeguarding, (currently the Welfare Officer, Barry Crooks). The Committee have a responsibility for ensuring that safeguards are fully in place and that policies and procedures are current and fit for purpose;

1.7 For the purpose of this policy the relevant authority will be informed through Suffolk County Council’s Customer First phone line 0808 800 4005

1.8 The policy covers two areas concerning Children, Young People and Vulnerable Adults that all individuals involved with the club need to be aware of. The first is the need to ensure that all club users are safe with all coaches, volunteers and other users, (see 2.5/2.8). The second is that something which happens outside the scope of the club may be disclosed to a member of coaching staff, a volunteer or other club user, (see 2.6/2.7/2.8).

1.9 Safeguarding policies are subject to annual review and the procedures are updated as and when necessary, (i.e. when regulations or recommendations change or in the light of any case reviews).

2. Procedures for Safeguarding

2.1 Any Ipswich Boxing Club organised events/activities where unsupervised children, young people or vulnerable adults are present will have at least one committee member with appropriate experience, training and full DBS check in attendance.
2.2 Groups and individuals hiring the gym are responsible for their own safeguarding arrangements. The club’s responsibility is to ensure that anyone who runs events or activities specifically for Children, Young People or Vulnerable Adults have the appropriate levels of disclosure, supervision and training.

2.3 Groups which serve the 5 - 11 age groups will follow the Ofsted guidelines for levels of supervision. In addition, Suffolk County Council provide guidelines which will be followed to ensure that all activities are suitably supervised.

2.4 If any member of the committee or gym user has concerns about the behaviour or actions of anyone associated with the club or associated clubs they should immediately inform the nominated safeguarding person Barry Crooks (Welfare Officer) or club secretary Martin Cherrington. Failure to share information could result in a ban from the club. Anyone acting in an unsafe or unwise manner will be subject to referral to the relevant authorities, (see 1.7), and a similar ban according to a decision made by at least 3 Committee Members.

2.5 If a disclosure is made to a club user it will be recorded. Leading questions should not be asked but a clear factual record made of what has been disclosed. If a concern is noticed, (such as evidence of physical abuse, severe neglect or distress), this should be reported in the same way as for disclosures. All referrers should follow the summary guidance:

- Record the time and date
- Don’t promise to keep what you’re told a secret
- Tell the child or young person what you will do next
- Don’t make promises you cannot keep

2.6 All disclosures should be immediately reported to the club welfare officer Barry Crooks or Club Secretary Martin Cherrington for the relevant group who will in turn inform relevant authorities, (see 1.7). Where appropriate, responsible adults (i.e. parents, guardians and carers), will be informed unless such a disclosure would cause significant distress or threat to the individual making it. This decision will be made by the relevant safeguarding named person.

2.7 Confidentiality cannot be promised in any case where an individual may be in danger of any form of abuse. Abuse can include physical, sexual, emotional or neglect. Staff and volunteers are expected to record and report any concerns and need to advise individuals that it is not appropriate to refrain from this. Referral is made to the relevant authorities, (see 1.7), with the adults responsible for the individual who has made a disclosure being notified if appropriate, (see 2.6).

2.8 Once the matter has been referred to the relevant person they will take the necessary action and follow up cases. It is not usually appropriate to feed back to the individual making the disclosure although they should check that the information has been passed on.

2.9 Any individual making a referral will be protected by the Committee under whistle blowing procedures. Similarly, if the individual making the referral feels that insufficient action/follow up has taken place they should inform the Committee/Coaches without fear of repercussions, (see 5).
3. **Recruitment and Selection of Coaches and Volunteers**

3.1 Ipswich Boxing Club Committee is committed to carrying out relevant DBS checks for any coach or volunteer who have unsupervised access to Children, Young People and/or Vulnerable Adults. Suitable training will be offered to these individuals.

3.2 Currently Ipswich Boxing Club does not employ staff. The club is sublet to other sports clubs. IKO Boxing, Rob Ottley Boxing do not coach children. If this situation changes each club is to inform and seek guidance on addressing the need for appropriate safeguarding and disclosure checks.

3.3 Volunteers are assessed for level of activity, (see 3.1), and DBS checked if appropriate. Any unchecked person would be supervised by a suitably checked and trained person if assisting with activities involving unaccompanied Children, Young People and/or Vulnerable Adults. All coaches at Ipswich Boxing Club are DBS checked.

4. **Code of Behaviour for Coaches and Volunteers**

4.1 Safeguarding of all the club users is a shared responsibility for the Coaches, Committee members and volunteers.

4.2 All coaches and volunteers are expected to familiarise themselves with the club’s Safeguarding policy and procedures.

4.3 Any disclosures or concerns about the behaviour of anyone connected to the club or associated clubs using the gym should be reported immediately to Welfare Officer Barry Crooks or Martin Cherrington or other coach within the club.

4.4 All club users are expected to be familiar with expectations of behaviour when working with Children, Young People and Vulnerable Adults including:

- Respecting privacy and preserving dignity at all times.
- Having sufficient personnel so that there are no occasions where the worker is in an isolated situation with a child, young person or vulnerable adult other than in a public area.
- Fully understanding the expectations of staff working with that particular age group and having clear procedures for any intimate care such as first aid.
- Avoiding physical contact other than that necessary for the care of individuals and being aware of what is acceptable for them.
- Knowing that all forms of verbal abuse, aggression or manipulative behaviour are totally unacceptable, refraining from such acts and reporting any infringements.

5. **Whistle Blowing Policy**

5.1 Any individual making a referral will be protected by the Committee under whistle blowing procedures. Similarly, if the individual making the referral feels that insufficient action/follow up has taken place they should inform the Directors without fear of repercussion.

5.2 Procedures for Whistle Blowing include:

- Protecting those who make referrals under the whistle blowing procedures so that there is a culture of informing without reprisal or negative consequence.
- As far as possible protecting the anonymity of the whistle blower, (except where so doing could endanger another individual).
• Thoroughly investigating any reported incidents regardless of how unlikely they seem.
• Keeping accurate records so that any patterns in behaviour can be monitored.

6. Monitoring
6.1 All committee members, volunteers and gym users are responsible for monitoring all behaviour within the gym, reporting and following up any concerns.

6.2 Named individuals for Child and Vulnerable Adult Protection have overall responsibility for receiving referrals and reporting any incidents or concerns to the relevant authorities. They will scrutinise records, monitoring incidents and identifying any patterns which need following up.

6.3 The Committee will receive reports of any referrals but not be given any details which break individual confidentiality or potentially interfere with an investigation by the authorities.

6.4 Named people will seek feedback from the relevant authorities in order to review and improve practice.

6.5 Any incidents will be analysed at a case review which will identify any improvements to procedures which are needed to prevent reoccurrence.

6.6 Policies and procedures will be subject to annual review or be updated when circumstance or regulations change.

6.7 Government Data Protection Recording is to be adhered to at all times and the flow and possession of information closely controlled and monitored.

Signed by safeguarding appointed persons:

Barry Crooks, Welfare Officer for Ipswich Boxing Club.

phone: 07828 053 930

e-mail: ipswichbox123@gmail.com

Martin Cherrington, Club Secretary for Ipswich Boxing Club.

phone: 07797 507 791

e-mail: ipswichbox123@gmail.com
SAFEGUARDING PRINCIPLES

NEEDS OF THE CHILD

Every child is unique and child and young persons boxing experience should be tailored to their individual need.

INTEGRITY OF RELATIONSHIPS

Children should be treated with integrity and respect. The relationship between carer and child athlete must at all times be one of openness and respect.

PRESERVING CHILDHOOD

The importance of preserving childhood should be understood and embraced at all levels within boxing.

SPORTSMANSHIP

Boxing for children and young people should be conducted in a safe, positive and encouraging atmosphere.

Children and young people should be taught the principle of sportsmanship.

FAIR PLAY

The incorporates not only playing within the rules of the sport but also encompasses the concepts of friendship, respect for others and always playing within the right spirit.
Responding to concerns about a child at the club or at events outside the club environment

If you have a safeguarding concern about a child or young athlete, if it concerns an England Boxing member, or takes place in the boxing environment, the concern must be reported immediately to an England Boxing recognised welfare officer. In certain cases, where the concern is grave, you may consider contacting the police or the NSPCC.

While it is not the responsibility of Ipswich Boxing Club staff or volunteers to decide whether or not abuse has taken place, it is their responsibility to pass on concerns to the appropriate authorities who will make this decision.

Disclosures made by a child

Occasionally a child may disclose abuse themselves directly to an adult they trust. Where this does happen the following should be considered:

• Do not pre-judge what you are told and never say that you do not believe what the child or young person says.
• Tell the child or young person that telling you is the correct thing to do.
• Tell the child or young person that they are not to blame.
• Do not under any circumstance continue to question the child or young person beyond confirming what they have said.
• Do not make promises to the child or young person that you cannot keep, for example - promising absolute confidentiality, as any disclosure will be referred on and other appropriate agencies may be involved.
• Do not take action against anyone mentioned in such disclosures and never against an alleged perpetrator.
• Take the child’s name, date of birth and address.
• If appropriate, take details of bruising or other injuries.
• In cases of immediate danger or threat, the emergency services should be called. Consideration should also be give as to whether the NCPCC should be called.
• In normal circumstances the referral to an outside agency will be carried out by the NCM, however, in cases of emergency and in liaison with either the divisional / regional welfare officer and/or the NCM, the club welfare officer must contact the relevant agency (police/children’s social care services, etc.) This action should be treated as ‘immediate’.
• In all circumstances for avoidance of doubt guidance should always be sought from the divisional / regional welfare officer and/or the NCM.
USEFUL CONTACT INFORMATION

The following non-exhaustive list of websites and contact telephone numbers which may be useful:

**IPSWICH BOXING CLUB:** Club Welfare Officer – Barry Crooks 07828 053930.

**IPSWICH BOXING CLUB:** Club Secretary – Martin Cherrington 07787 507791.

**ENGLAND BOXING:** National Compliance Manager – Gordon Valentine 07590 600001 See EB website for details of Regional Welfare Officer.

**NSPCC Helpline** 0808 800 5000 **NSPCC CPSU** [www.thecpsu.org.uk](http://www.thecpsu.org.uk) 0116 234 7278

Department of Health Consultancy Service

Room 133, Department of Health, Wellington House, 133-135 Waterloo Road, London DE1 8UG.

**Sports coach UK** (for information on local courses including Safeguarding)

Sports coach UK, Chelsea Close, off Amberley Road, Armley, Leeds LS12 4HP Tel: 0113 274 4802 [www.sportscoachuk.org](http://www.sportscoachuk.org)

**Disclosure and Barring Service**

DBS customer services PO Box 3961 Wootton BassettSN4 4HF 03000 200 190 [www.gov.uk/government/organisations/disclosure-and-barring-service](http://www.gov.uk/government/organisations/disclosure-and-barring-service)

**Childline**

Studd Street, London N1 0QV Tel: 0800 1111 [www.childline.org.uk](http://www.childline.org.uk)

**Data Protection** [www.legislation.gov.uk](http://www.legislation.gov.uk)

*IF YOU ARE NOT SURE WHAT TO DO*

Advice can be obtained by telephoning the NSPCC helpline on: 0800 800500 or Contact England Boxing on 0114 2235654

This review - April 2018. Next review - March 2019 (or before if necessary - see 6.6)