



GHA
RUGBY FOOTBALL CLUB

GHA RFC

Child Protection Policy

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CHILD PROTECTION POLICY

Glasgow Hutchesons' Aloysians' RFC [GHA RFC] is fully committed to safeguarding the welfare of all children in its care. It recognises its responsibility to promote safe practice and to protect children from harm, abuse and exploitation. For the purposes of this document and related appendices a child is deemed to be someone under the age of 18 years.

Staff and volunteers will work together to embrace difference and diversity and respect the rights of children and young people.

This policy is based on the following principles:

- the welfare of children is the primary concern;
- all children, whatever their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/or sexual identity have the right to protection from all forms of harm and abuse;
- child protection is everyone's responsibility;
- children have the right to express views on all matters which affect them, should they wish to do so; and
- organisations shall work in partnership together with children and parents/carers to promote the welfare, health and development of children.

GHA RFC will:

- promote the health and welfare of children by providing opportunities to take part in rugby safely;
- respect and promote the rights, wishes and feelings of children;
- promote and implement appropriate procedures to safeguard the well-being of children and protect them from abuse;
- recruit, train, support and supervise its staff, members and volunteers to adopt best practice to safeguard and protect children from abuse and to reduce risk to themselves;
- require staff, members and volunteers to adopt and abide by this child protection policy and these procedures;
- respond to any allegations of misconduct or abuse of children in line with this policy and these procedures as well as implementing, where appropriate, the relevant disciplinary and appeals procedures;
- observe guidelines issued by the Scottish Rugby & local child protection committees for the protection of children;
- regularly monitor and evaluate the implementation of this Policy and these procedures.

Review

This Policy and these Procedures will be regularly reviewed:

- in accordance with changes in legislation and guidance on the protection of children or following any changes within Scottish Rugby;
- following any issues or concerns raised about the protection of children within GHA RFC or from Scottish Rugby; and
- in all other circumstances, at least every three years.

KEY CONTACTS

In line with its obligations under the Scottish Rugby Participation agreement a child protection officer (CPO) has been appointed to co-ordinate child protection and welfare on behalf of GHA RFC and to provide a main point of contact for staff, volunteers, parents and children in need of support, advice, training or if they need to report a concern, **in confidence if desired**.

Contact Details:

Peter Mathieson | Club Child Protection Officer | GHA RFC | Tel: 041 633 1618 | Mob: 07826 080117
carnwath.mathiesons@ntlworld.com

Although matters relating to the welfare of children at GHA RFC should ordinarily be referred in the first instance to the club CPO, the Scottish Rugby Lead officer for Child Protection and Welfare may also be contacted for support and advice on any child protection matter by any CPO, child, parent, staff member or volunteer at any time.

Contact Details:

Karen Burnett | Lead officer Child Protection and Welfare | Scottish Rugby | Murrayfield Stadium | Edinburgh | EH12 5PJ | Tel: 0131 346 5000 | DL: 0131 346 5168 Mob: 07764 772245 | Fax: 0131 346 5001
karen.burnett@sru.org.uk or safeguarding@sru.org.uk

Scottish Rugby acts as the umbrella body for the purposes of processing applications for the disclosure check of volunteers working with children at rugby clubs in Scotland. Accordingly a PVG administrator has been appointed to process applications for club volunteers and to advise and support Club Child Protection Officers on matters relating to the PVG scheme.

Kathleen E Munroe | Governance Administrator | Scottish Rugby | Murrayfield Stadium | Edinburgh | EH12 5PJ | Tel: 0131 346 5000 | DL: +44 (0)131 346 5102 | Mob: 07753 898994 | Fax: +44 (0)131 346 5090 |
kathleen.munroe@sru.org.uk |

The human resources department is responsible for the implementation of appropriate recruitment procedures and PVG applications for contracted staff.

Julie Armstrong | Head of Human Resources | Scottish Rugby | Murrayfield Stadium | Edinburgh | EH12 5PJ
 Tel: 0131 346 5000 | DL: 0131 346 5017 | Mob: 07772 839 713 | Fax: 0131 346 5050 |
julie.armstrong@sru.org.uk

Situations where the immediate safety of a child and/or children is a concern should be reported without delay to the appropriate statutory agency – the local police and/or social services child protection team.

GHA RFC - CODES OF CONDUCT

Any organisation is made up of a number of varying groups that contribute and receive different worth to / from each other. The GHA RFC Junior Section also has diverse groups in its make-up and as such has set out three Codes of Conduct specifically targeted at each of these groups. These codes are indicative of the type of behaviour expected within these groups and is no way exclusive.

a. PLAYERS

Young players are the most important people in our sport and in our club. Playing for the team, and for the team to win, is the most fundamental part of the game, but never winning at any cost.

Fair play and respect for all others in the game are also integral to the ethos of GHA RFC.

Players should always be aware of their responsibilities and that they are representing their team, GHA RFC and the game of rugby.

The GHA RFC Players Code of Conduct is available in the club website and is recommended to all players.

b. PARENTS, GUARDIANS AND SPECTATORS

It is the aim of GHA RFC to always promote the highest standards of sportsmanship and fair play and to ensure the spirit of the game of rugby is upheld at all times.

All adults taking part in any activity organised by GHA RFC or attending an activity with the club as a guest of another must conduct themselves in an exemplary manner.

Parents, guardians and spectators should always be aware of their responsibilities and that they are representing their team, GHA RFC and the game of rugby.

The GHA RFC parents, guardians and spectators Code of Conduct is available in the club website and is recommended to all adults involved in supporting GHA RFC.

c. JUNIOR COACHES AND ADULT VOLUNTEERS

Junior Coaches should also recognise that they have a specific obligation of duty to safeguard the welfare of the children under their care.

This duty extends to the promotion of safe practice and to protect children from harm, abuse or exploitation.

The GHA RFC Junior Coaches Code of Conduct has been made available to all Junior Coaches associated with the welfare of children and they have acknowledged their responsibilities in that matter.

4.

JUNIOR COACHES AND ADULT SUPPORTERS

a. Recruitment

The GHA RFC Junior Section is reliant on the voluntary time given by its coaches and adult supporters who are normally drawn from the parents / guardians of players as well as ex and current senior players. While these volunteers are generally well known to the club we are still required to take all reasonable steps to ensure unsuitable people are prevented from undertaking regulated work with children in rugby.

Further, we recognise that we have a legal duty under the Protection of Vulnerable Groups (Scotland) Act 2007 to ensure that individuals who are barred from regulated work with children are not engaged (either paid or unpaid) in regulated work with children.

b. PVG Application

Individuals carrying out regulated work with children on behalf of GHA RFC must be members of the PVG Scheme. It is a requirement on all Junior Coaches and Adult Volunteers to complete a Scheme Record or a Scheme Record Update application which will be overseen and processed by the club's Child Protection Officer.

The GHA RFC PVG application process is under the auspices of Scottish Rugby, our National Governing Body (NGB), who are registered with CRBS and act as the umbrella body for clubs wishing to check applicants for regulated work with children as volunteers or in paid employment. A successful applicant will be required to submit a Scheme Record or a Scheme Record Update application which will be processed by Scottish Rugby's PVG administrator. Scheme Record Certificates are returned to Scottish Rugby's Lead Officer for Child Protection and Welfare and any relevant areas for concern will be shared with the Club CPO and an action plan agreed.

All personnel data obtained in the process of PVG applications will be maintained safely and securely, used only for the purposes of PVG application, disposed of when not required, not used or divulged to any parties and handled according to people's data protection rights.

ADDITIONAL SUPPORTING DOCUMENTS

As Scottish Rugby is the National Governing Body (NGB) of GHA RFC and as such publish a variety of supporting documents bringing particular expertise and advice to the club and its officials. The listing below represents many of the documents, plus some additional material, that relate to the provision and maintenance of a safe and secure environment for children to enjoy the sport of rugby.

Should access to any of the documents below be required then please contact either the Club CPO, Mini or Midi Convenor – contact details available in the contacts page club website.

- a. RECRUITMENT AND SELECTION
 - i. ROLE AND PROFILE OF THE CLUB CHILD PROTECTION OFFICER (CPO)
 - ii. VOLUNTEERS AGED 18 OR UNDER

- b. WHAT IS CHILD ABUSE? SIGNS AND INDICATORS
 - i. USE OF PHOTOGRAPHS, FILM AND VIDEO including request to use Template
 - ii. CLUBHOUSES AND CHANGING ROOMS
 - iii. COMMUNICATIONS TECHNOLOGY AND / OR SOCIAL MEDIA
 - iv. PREVENTING AND RESPONDING TO BULLYING BEHAVIOUR

- c. PROCEDURE FOR RESPONDING TO A CONCERN
 - i. ABOUT SUSPECTED ABUSE OR INAPPROPRIATE BEHAVIOUR
 - ii. ABOUT THE CONDUCT OF A MEMBER OF STAFF/VOLUNTEER
 - iii. SIGNIFICANT INCIDENT FORM

- d. REVIEWING CONCERNS PROCEDURE
 - i. RISK ASSESSMENT & TEMPLATE

- e. GOOD PRACTICE GUIDELINES
 - i. ADULT TO CHILD RATIOS
 - ii. PHYSICAL CONTACT
 - iii. FIRST AID AND THE TREATMENT OF INJURIES
 - iv. SEXUAL ACTIVITY
 - v. MANAGING CHALLENGING BEHAVIOUR
 - vi. TRANSPORTING CHILDREN

- f. TRIPS AWAY FROM HOME (INVOLVING OVERNIGHT STAYS)
 - i. OVERNIGHT TRIPS &/or TRAVEL ABROAD
 - ii. WELFARE PLAN FOR OVERNIGHT TRIPS AWAY TEMPLATE
 - iii. PERMISSION TO TOUR OVERSEES FORM

- g. COACH TRAINING & TRAINING SUPPORT

6.

GHA RFC

ADOPTION OF THE GHA RFC CHILD PROTECTION POLICY

The Board of GHA RFC have reviewed and adopted the above stated Child Protection Policy.

As part of this adoption the Board accept that this is a live document and will required to be continually monitored and updated as required.

In addition it was agreed that the club Child Protection Officer would report to the Board routinely to inform and appraise the board of any changes to this policy or any other items of interest or concern.

Agreed at Board Meeting on ___ March 2017

Club President

Board Secretary

Club Child Protection Officer