# England Golf

## Safeguarding Children and Young People

Policy and Procedures

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Safeguarding Children and Young People Policy

INTRODUCTION

Everyone working with children and young people has a responsibility for keeping them safe, irrespective of their role, whether they are paid members of staff or volunteers.

England Golf is committed to ensure that the sport of golf is one within which all participants can thrive in a safe environment and that all children and young people have an enjoyable and positive experience when playing golf.

KEY PRINCIPLES

- The welfare of children is paramount.
- A child is defined by law in England and Wales as a person under the age of 18 years.
- All children, regardless of their Age, Race, Religion or Belief, Disability, Gender identity or Sexual Orientation, have the right to protection from abuse.
- All concerns and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.
- All children have the right to be safe.
- All children have the right to be treated with dignity and respect.
- England Golf will work with children, their parents/carers and external organisations to safeguard the welfare of children participating in golf.
- We recognise the authority of the statutory agencies and are committed to complying with Local Safeguarding Children Board Guidelines (LSCB), Working Together under the Children Act 2004, and any legislation and statutory guidance which supersedes these.
- England Golf is committed to working in partnership with other key UK Golf Bodies to continually improve and to promote safeguarding initiatives across the sport.
- Clubs, counties and other golf bodies owe a legal duty of care to children on their premises or engaged in their activities. That duty is to take reasonable care to ensure their reasonable safety and the duty is higher than it would be for adults. This policy does not imply that England Golf assume any of those legal liabilities, which remain with the relevant golf bodies.
OBJECTIVES

The overall aim of the policy is to ensure that everyone participating in the sport of golf does so in a safe environment that supports children and young people to meet their potential.

England Golf aims to work with golf bodies to:

- Provide a safe environment for children and young people participating in golfing activities and try to ensure that they enjoy the experience.
- Ensure robust systems are in place to manage any concerns or allegations.
- Support adults (staff, volunteers, PGA Professionals, coaches, members and visitors) to understand their roles and responsibilities with regard to their Duty of Care and protection of children.
- Provide appropriate level training, support and resources for staff, volunteers & coaches to make informed and confident responses to specific safeguarding issues and fulfill their role effectively.
- Ensure that children and their parents/carers are informed and consulted and, where appropriate, fully involved in decisions that affect them.
- Ensure that everyone involved in a role with children have been through appropriate pre-recruitment checks.

RESPONSIBILITIES AND IMPLEMENTATION

England Golf will work with partner organisations* to promote the principles of safeguarding children by:

- Reviewing England Golf policy and procedures every three years or whenever there is a major change in legislation.
- Giving guidance on appropriate recruitment procedures to assess the suitability of volunteers and staff working with children and vulnerable groups.
- Following procedures to report welfare concerns and allegations about the behaviour of adults and ensure that all staff, volunteers, parents and participants, including children, are aware of these procedures.
- Directing staff, volunteers & coaches to appropriate safeguarding training and learning opportunities, where this is appropriate to their role.

England Golf seeks to help affiliated organisations and individual members understand their responsibilities through the provision of clear guidance and support.

England Golf will continually develop safeguarding practices, recognising the need to support and develop a network of Club and County Welfare Officers’ with lead responsibility for safeguarding and protecting children.

* England Golf is a member of the SafeGolf Strategy Group which consists of members from the golfing bodies across Great Britain and has been set up to help golf respond to the issue of child protection in sport.
1. RECRUITMENT AND TRAINING

England Golf will provide guidance to Clubs and Counties with the aim that all volunteers and staff working with children are appropriate and suitable to do so, and that they have all the information they require to undertake their role effectively and appropriately.

Each role which involves an element of responsibility with regard to children, particularly those involving the regular supervision of children, whether voluntary or paid, should be assessed by the recruiting body to establish which qualifications, checks and other requirements are necessary. These will include the following:

- An application form
- A self-disclosure form
- References from 2 people
- A signed Code of Conduct
- A Disclosure & Barring Service (DBS) check on people involved in ‘regulated activity’ with children

Details of the requirements and the qualifications and checks of individuals will be recorded by the recruiting body who should also hold copies of the necessary Safeguarding and Protecting Children (SPC) certificates. The nominated person will possess all relevant and appropriate contact details of all staff / volunteers and other relevant bodies.

All staff, volunteers & coaches should be offered access to appropriate safeguarding training. England Golf recommends attendance at the UK Coaching Safeguarding and Protecting Children (SPC) workshop and all volunteers and staff who have significant contact with children should attend.

Attendance at the training or the Safeguarding Children – Reflecting on Practice (SPC2) refresher workshop should be repeated every 3 years for those involved in regulated activity.

All staff, volunteers & coaches working with children should read and become familiar with the England Golf Safeguarding Policy and Procedures.

All volunteers & coaches involved with children should read the England Golf Code of Conduct relevant to their role, and sign to indicate their understanding and agreement to act in accordance with the code. The code is linked to the England Golf Disciplinary Procedures.

England Golf are committed to the fact that every child and participant in golf should be afforded the right to thrive through being involved in sporting activity for life, in an enjoyable, safe environment, and be protected from harm. England Golf acknowledge the additional vulnerability of some groups of children (e.g. disabled, looked after children, those with communication differences). England Golf will ensure that the environment is appropriate for the child and tailored to their needs so that they have a positive experience of their sport and do this without risk of harm.
2. **COMPLAINTS, CONCERNS AND ALLEGATIONS**

2.1 If a player, parent/carer, member of staff or volunteer has a concern about the welfare of a child, or the conduct of another child/young person or an adult (whether they are a parent, coach, member, or otherwise), these concerns should be brought to the attention of the England Golf Lead Safeguarding Officer without delay. The person reporting the concern is not required to decide whether abuse has occurred, but simply has a duty to pass their concerns and any relevant information to the England Golf Lead Safeguarding Officer. Please refer to Flowcharts 1 & 2 for further details (see below).

2.2 All concerns will be treated in confidence. Details should only be shared on a ‘need to know’ basis with those who can help with the management of the concern.

2.3 Concerns will be recorded on an Incident Report Form and sent to the England Golf Lead Safeguarding Officer and retained confidentially within England Golf.

The England Golf Lead Safeguarding Office will assist with completion of this form if required, tel: 01526 351824.

2.4 England Golf will work with clubs, counties and other external agencies to take appropriate action where concerns relate to potential abuse or serious poor practice. England Golf disciplinary procedures will be applied and followed where possible.

2.5 In the event of a child making a disclosure of any type of abuse, the following guidance is given:

- Reassure them that they have done the right thing to share the information
- Listen carefully
- Do not make promises that cannot be kept, such as promising not to tell anyone else
- Do not seek to actively question the child or lead them in any way to disclose more information than they are comfortably able to: this may compromise any future action. Only ask questions to clarify your understanding where needed e.g. can you tell me what you mean by the word xxxxx?
- Record what the child has said as soon as possible on an incident report form.

Parents, guardians or carers of the child should be informed at the earliest opportunity if the allegation does not involve them.

You may wish to seek advice from England Golf Lead Safeguarding Officer Tel: 01526 351824.
If the England Golf Lead Safeguarding Officer is not available and a delay cannot be justified then seek advice from the local Children’s Social Care department, the Police, the Designated Officer or the NSPCC.

2.6 The NSPCC Helpline is available to discuss concerns regarding poor practice and abuse in confidence with members of the public who need support. Those with concerns are encouraged to use this service. The Helpline number is 0808 800 5000.

2.7 Safeguarding children and young people requires everyone to be committed to the highest possible standards of openness, integrity and accountability. England Golf supports an environment where staff, volunteers, parents/carers and the public are encouraged to raise safeguarding and child protection concerns. Anyone who reports a legitimate concern to the organisation (even if their concerns subsequently appear to be unfounded) will be supported. All concerns will be taken seriously.
FLOWCHART 1

What to do if you are worried about what is happening to a child outside of the Club/County (but the concern is identified through the child’s involvement in golf)

1. Concern identified about a child

   If the child requires urgent medical attention call an ambulance and inform the hospital doctor that you have a child protection concern

   Report your concern to the Club Welfare Officer* who will, if necessary, refer the matter to Children’s Social Care/Police without delay.
   Make a record of everything that the child has said and/or what has been observed with dates and times, using the Incident Report Form.

   If the Club Welfare Officer is not available contact the England Golf Lead Safeguarding Officer tel :01526 351824
   email : safeguarding@englandgolf.org
   or refer the matter directly to Children’s Social Care/Police.
   Remember - delay may place the child at further risk.

   Complete a report form and copy it to Children’s Social Care/Police and to the England Golf Governance Department within 24 hours.

* If for any reason a Club Welfare Officer is not in post or is unavailable a principle of least delay is important. Please contact the England Golf Lead Safeguarding Officer
   01526 351824
   safeguarding@englandgolf.org
FLOW CHART 2

What to do if you are worried about the behaviour of any member, parent/carer, volunteer, staff, Professional, coach or official in golf or affiliated organisations

Concerns identified

- Complete the Incident Report Form
- Report to the Club Welfare Officer *
- If you have urgent concerns or the Welfare Officer is not available, refer immediately to Children’s Social Care/Police and copy the incident report form to them within 24 hours.

If the child requires immediate medical attention, call an ambulance and inform the doctor there is a child protection concern.

England Golf Lead Safeguarding Officer
01526 351824
compliance@englandgolf.org

Alleged minor poor practice –
England Golf Lead Safeguarding Officer to assist clubs in managing:
- Complaints procedure
- Disciplinary process
- No further action

Possible outcomes
- No case to answer
- Complaint resolved with agreement between parties
- Training/mentoring agreed
- Disciplinary sanction
- More significant concerns emerge

Appeal


Possible processes
- Child protection investigation
- Criminal investigation/proceedings
- Investigation under disciplinary proceedings – including possible temporary suspension of person accused

Golf’s investigation dependent upon outcome of advice from the Local Authority Designated Officer (LADO) Team or of any Children’s Social Care/Police investigation

Possible Outcomes:
- No case to answer
- Less serious – referred to complaints procedure
- Disciplinary hearing – sanctions
- Civil proceedings

* If for any reason a Club Welfare Officer is not in post or is unavailable a principle of least delay is important. Please contact the England Golf Lead Safeguarding Officer 01526 351824 safeguarding@englandgolf.org
3. **EMERGENCIES AND INCIDENTS**

3.1 Where children are participating in events or activities, or attending coaching organised by England Golf, Parental Consent Forms will be obtained. These forms will be retained, treated in confidence and only shared with those who require the information they contain to perform their role effectively.

3.2 In the event of a child requiring medical attention:

- The parents will be contacted immediately.
- In the event of failure to contact parents, the alternative emergency contacts will be used.
- The consent form will be consulted to establish whether parents have given their consent for an England Golf representative to act in loco parentis.
- An adult England Golf representative will accompany the child to seek medical attention, if appropriate, ensuring that they take the consent form with them.
- A record of the action taken will be made and retained by an England Golf representative.

3.3 Where a parent is late in collecting their child the following procedure will apply:

- Attempt to contact the parent/carer using the contact details on the Parental Consent Form
- Attempt to contact the first, then the second emergency contact nominated on the Consent Form
- Wait with the young person(s) at the venue with, wherever possible, other staff/volunteers or parents.
- If no one is reachable, contact the Lead Safeguarding Officer/Welfare Officer for advice.
- If all attempts to make contact fail, consideration should be given to contacting the police for their advice.

Staff, Volunteers & Coaches should try to avoid:

- Taking the child home or to another location without consent.
- Asking the child to wait in a vehicle or the club with them alone.
- Sending the child home with another person without permission.

3.4 England Golf offer guidance and support to Clubs and Counties to assist with planning for emergencies and incidents. Examples of recommended best practice and template documents are available for use and direct contact can be made with the England Golf Lead Safeguarding officer for further advice. Tel: 01526 351824.
4. **SUPERVISION**

4.1 During coaching sessions, coaches should conduct a risk assessment to inform decision making about appropriate supervision levels. Regardless of the recommended ratio of adults to participants, it is recommended that a minimum of two adults should be present. This ensures at least basic cover in the event of something impacting on the availability of one of the adults during the activity.

4.2 Parents may be encouraged to stay for coaching/competitions & other events where their children are of an age where greater levels of parental supervision is required.

4.4 Parents should be made aware that with limited changing room space there may be occasions when adults and children may need to share the facilities.

4.5 Parents should be aware that if children are left at a venue unsupervised, other than to attend specific coaching sessions, England Golf cannot accept supervisory responsibility.

4.6 Special arrangements will be made for away trips. Parents will receive full information about arrangements for any such trip and will be required to provide their consent for their child’s participation.

4.7 England Golf offer guidance and support to Clubs and Counties to assist with planning for events and activities. Examples of recommended best practice and template documents are available for use and direct contact can be made with the England Golf Lead Safeguarding officer for further advice. Tel: 01526 351824.

5. **GOOD PRACTICE GUIDELINES**

5.1 **Behaviour of adults and children**

5.1.1 Adults who work with children are placed in a position of trust in relation to children, and therefore it is important they behave appropriately and provide a strong positive role model for children, both to protect children and those working with children from allegations of poor practice. Codes of conduct will be issued to junior members & adults working with them to promote good practice.

5.1.2 England Golf requires that all staff and volunteers working with children adhere to the standards set out in the Code of Conduct relevant to their role. Similarly, children and all participants are expected to follow their own code of conduct to ensure the enjoyment of all participants and assist England Golf in ensuring their welfare is safeguarded.
5.1.3 Parents and carers should also work together with England Golf to ensure that all children are safeguarded. A sheet on “Parental Guidance” is available to assist them in understanding how they can best assist England Golf.

5.2 Adults and Children playing golf together
One of the reasons for the popularity of golf is that the game is not restricted by ability, age or gender. Responsible interaction between adults and children helps bring mutual respect and understanding and will be encouraged as part of club activities. Adults should always be aware, however, that age related differences do exist and conduct themselves in a manner that both recognises this and prioritises the welfare of any children involved.

5.3 Physical Contact
Physical contact with children by coaches or volunteers should always be intended to meet the needs of the child and the sport, not the adult. That is, to develop golf technique, to protect the child from injury, to provide first aid or treat an injury. It should always take place in an open environment, and should not, as a general principle, be made gratuitously or unnecessarily.

5.4 Transport
5.4.1 England Golf believes it is primarily the responsibility of parents/carers to transport their child/children to and from events. It is not the responsibility of England Golf volunteers or coaches to transport children and young people to and from events, activities, tournaments or matches.

5.4.2 England Golf may make arrangements for transport in exceptional circumstances, such as team events. Where this is the case, the written permission of the parent/carer of the relevant children will be sought. The drivers used should be checked for their suitability to transport and supervise children (see Section 1 Recruitment and Training) and their insurance arrangements verified. Further information on safe transport guidelines can be obtained from England Golf Lead Safeguarding Officer Tel 01526 351824.

5.4.3 Children and young people are often involved in competition. When taking young people away from their home club, consideration and planning needs to be paramount to ensure the duty of care for the young people within the team is fulfilled.

5.5 Photography/ Videoing
5.5.1 Permission will be sought from parents prior to the publication or use of any video or photographic images of their child, for instance in newspapers, websites or for coaching purposes. The personal details of the child will not be
used in any promotional material unless consent from the parents/carers is obtained.

5.52 Any press/official photographers attending events will be required to seek permission from England Golf before taking photographs and also permission of parents to use the images.

5.6 **Social Media**

Social media provides unique opportunities for England Golf to engage and develop relationships with people in a creative and dynamic forum where users are active participants. It is important that all staff, volunteers, coaches, officials/referees, board members, or anyone working on behalf of England Golf are aware of the England Golf Social Media Policy.

5.7 **Anti Bullying Procedures**

5.7.1 We believe that every effort must be made to eradicate bullying in all its forms. Bullying can be difficult to define and can take many forms which can be categorised as;

- Physical – hitting, kicking, theft
- Verbal – homophobic or racist remarks, threats, name calling
- Emotional – isolating an individual from activities or a group

All forms of bullying include;

- Deliberate hostility & aggression towards an individual(s)
- A victim who is weaker and less powerful than the bully or bullies
- An outcome which is always painful & distressing for the victim

Bullying behaviour may also include;

- Other forms of violence
- Sarcasm, spreading rumours, persistent teasing
- Tormenting, ridiculing, humiliation
- Racial taunts, graffiti, gestures
- Unwanted physical contact or abusive or offensive comments of a sexual nature.

England Golf and its Staff, Volunteers & Coaches will not tolerate bullying in any of its forms during events, competitions, coaching or at any other time.

5.7.2 We will:

- Provide a point of contact where those being bullied can report their concerns in confidence – England Golf Lead Safeguarding Officer / Welfare Officer.
- Take the problem seriously.
- Investigate any and all incidents and accusations of bullying.
- Talk to bullies and their victims separately along with their parents/carers.
- Impose sanctions where appropriate
- Keep a written record of all incidents referred to England Golf and the action taken.
- Have discussions about bullying and why it matters.

5.8 Confidentiality

5.8.1 Details of all juniors will be kept on file and secure. Details will not be shared with a third party without parent/carer consent.

5.8.2 All concerns/allegations will be dealt with confidentially by England Golf and information will only be shared on a need to know basis, either internally or externally depending on the nature/seriousness of the concern/allegation.

5.9 Changing rooms

The changing rooms are used by all members & visitors. When children are attending events/coaching sessions parents should be made aware that adults use the changing rooms throughout the day for changing & showering. Where a parent/carer does not consent to their child accessing the changing rooms, it is their responsibility to either supervise the child while in the changing rooms or ensure that they do not use them.
6. Useful Contacts

### England Golf Contacts

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Number</th>
</tr>
</thead>
</table>
| Lead Safeguarding Officer | Ashley Wilson England Golf National Golf Centre The Broadway Woodhall Spa Lincolnshire LN10 6PU | 01526 351824 07801 541 904  
  A.Wilson@englandgolf.org  
  Or  
  safeguarding@englandgolf.org |

### Local Contacts

**Local Children’s Social Care**  
(including out of office hours contact) 
NB. In an emergency, the Samaritans will hold the Duty Officer’s contact number  
(Lincolnshire Children’s Social Care)

**How to Contact Children’s Social Care**  
8am - 6pm Monday - Friday  
Please call our Customer Service Centre on **01522 782111**

**OUT OF HOURS**  
After 5pm or at the weekends please contact The Emergency Social Work Duty Team  
**Out of Hours Emergency**  
Monday to Thursday from 5pm to 8:45am and on Fridays from 4:45pm all the way through to 8:45 am on Mondays with a 24-hour service on Bank Holidays please call **01522 782333**

- Samaritans  
  08457 90 90
- Local Police child protection teams  
  101  
  In an emergency 999
- NSPCC Freephone 24 hour Helpline  
  0808 800 5000
- NSPCC Whistleblowing Helpline for Professionals  
  0808 028 0285
<table>
<thead>
<tr>
<th>National Contacts</th>
<th>Address</th>
<th>Tel:</th>
<th>Email:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The NSPCC</td>
<td>National Centre 42 Curtain Road London, EC2A 3NH</td>
<td>0808 800 5000</td>
<td><a href="mailto:help@nspcc.org.uk">help@nspcc.org.uk</a></td>
</tr>
<tr>
<td>Childline UK</td>
<td>Freepost 1111 London N1 0BR</td>
<td>0800 1111</td>
<td></td>
</tr>
<tr>
<td>NSPCC Child Protection in Sport Unit</td>
<td>3 Gilmour Close Beaumont Leys Leicester LE4 1EZ</td>
<td>0116 234 7278</td>
<td><a href="mailto:cpsu@nspcc.org.uk">cpsu@nspcc.org.uk</a></td>
</tr>
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</table>
England Golf
Incident Report Form

<table>
<thead>
<tr>
<th>Recorder’s Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>Post Code:</td>
<td>Telephone No:</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Child’s Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>Post Code:</td>
<td>Telephone No:</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Complainant’s Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>Post Code:</td>
<td>Telephone No:</td>
</tr>
</tbody>
</table>

Details of the allegations: [include: date; time; location; and nature of the incident.]
Additional information: [include: witnesses; corroborative statements; etc.]

<table>
<thead>
<tr>
<th>England Golf Governance department notified (01526 351824)</th>
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</table>

<table>
<thead>
<tr>
<th>Case Number (if allocated):</th>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Name of person spoken to:</th>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Date:</th>
<th>Time:</th>
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<table>
<thead>
<tr>
<th>Action taken:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Date:</th>
<th>Time:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Signature of Recorder:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Signature of Complainant:</th>
</tr>
</thead>
</table>

<table>
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<tr>
<th>Data protection:</th>
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</table>

England Golf Governance Department may use the information in this form (together with other information they obtain as a result of any investigation) to investigate the alleged incident and to take whatever action is deemed appropriate, in accordance with their Children and Young People Safeguarding Policy and Procedures.

Strict confidentiality will be maintained and information will only be shared on a “need to know” basis in the interests of safeguarding. This may involve disclosing certain information to a number of organisations and individuals including relevant clubs and County bodies, individuals that are the subject of an investigation and/or Statutory agencies such as the Police and Children’s Social Care.
# England Golf
## Accident Report Form

<table>
<thead>
<tr>
<th><strong>Accident Report Form</strong></th>
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</thead>
<tbody>
<tr>
<td>Recorder’s Name:</td>
</tr>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>Post Code:</td>
</tr>
<tr>
<td>Name of Injured Person [s]:</td>
</tr>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>Post Code:</td>
</tr>
<tr>
<td>Nature of Injury Sustained:</td>
</tr>
</tbody>
</table>

Where did the Accident occur: [include: date; time; location; and nature of the accident.]

How did the Accident occur: [include: names; telephone numbers; etc.]
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Were there any witnesses to the Accident: [include: names; statements, etc.]</td>
<td></td>
</tr>
<tr>
<td>What action was taken: [include: treatment administered, by whom, etc.]</td>
<td></td>
</tr>
<tr>
<td>Were any other Agencies involved: [e.g. Ambulance service?]</td>
<td></td>
</tr>
<tr>
<td>Have the Parents/carers been contacted? YES  NO [Please circle.]</td>
<td></td>
</tr>
<tr>
<td>Does the accident need to be referred to England Golf Governance Dept? YES NO</td>
<td></td>
</tr>
<tr>
<td>Date:</td>
<td></td>
</tr>
<tr>
<td>Time:</td>
<td></td>
</tr>
<tr>
<td>Signature of Recorder:</td>
<td></td>
</tr>
</tbody>
</table>

**Data protection:**

England Golf Governance Department may use the information in this form (together with other information they obtain as a result of any investigation) to investigate the alleged incident and to take whatever action is deemed appropriate, in accordance with their Children and Young People Safeguarding Policy and Procedures.

Strict confidentiality will be maintained and information will only be shared on a “need to know” basis in the interests of safeguarding. This may involve disclosing certain information to a number of organisations and individuals including relevant clubs and County bodies, individuals that are the subject of an investigation and/or Statutory agencies such as the Police and Children’s Social Care.
England Golf

GUIDANCE ON REGULATED ACTIVITY

DISCLOSURE AND BARRING SERVICE
ELIGIBILITY FOR CHECKS

Enhanced DBS checks with the barred list can only be requested if the work done by a volunteer or member of staff fits within the following definition of “Regulated Activity”.

"Regulated activity” is defined as where someone is teaching, training, instructing, caring for or supervising children, or providing advice or guidance on well-being or driving a vehicle only for children, when this activity is done regularly and unsupervised.

“Regularly” is considered to be at least once a week. If the activity was taking place on 4 or more days in a 30 day period, this would also fall within the definition.

If the activity involves any overnight responsibility between 2 am and 6 am then this is also classed as Regulated Activity.

Supervision must be by a person who is working in a regulated activity, must be day to day and must be “reasonable in all the circumstances to ensure the protection of children”.

"Regulated activity” would also cover people involved in transporting children as part of their role on behalf of the club, (not parents or with parental consent).

If the activity meets the requirements of the definition, but is supervised, then the club/county will still be able to request a DBS check but the disclosure information will be limited.

IF THE ROLE DOES NOT MEET THE CRITERIA OF WORKING IN A REGULATED ACTIVITY, WHETHER SUPERVISED OR NOT, YOU ARE NOT ELIGIBLE TO APPLY FOR AN ENHANCED DBS CHECK WITH THE BARRED LIST.
YOU MAY BE ELIGIBLE FOR A DIFFERENT TYPE OF DBS CHECK AND GUIDANCE SHOULD BE SOUGHT.

If you require any additional information, please contact:
Ashley Wilson
England Golf Lead Safeguarding Officer
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CATEGORIES OF CHILD ABUSE

Abuse can happen on any occasion or in any place where children and young people are present.

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by a stranger. Children can be abused by adults, either male or female, or by other children.

Safeguarding is defined as:

- Protecting children from maltreatment;
- Preventing impairment of children’s health or development;
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care; and
- Taking action to enable all children to have the best life chances.

Child Protection is the activity that is undertaken to protect specific children who are suffering, or are likely to suffer significant harm.

There are 4 main types of abuse: neglect, physical abuse, sexual abuse and emotional abuse. Children and young people can also be harmed through poor practice and bullying within a sport setting.

**Neglect** is when adults consistently or repeatedly fail to meet a child’s basic physical and/or psychological needs which could result in the serious impairment of the child’s health or development e.g. failure to provide adequate food, shelter and clothing; failing to protect a child from physical harm or danger; or the failure to ensure access to appropriate medical care or treatment. It may also include refusal to give love, affection and attention.

Examples in sport could include a coach or supervisor repeatedly failing to ensure children are safe, exposing them to undue cold, heat or extreme weather conditions without ensuring adequate clothing or hydration; exposing them to unnecessary risk of injury e.g. by ignoring safe practice guidelines, failing to ensure the use of safety equipment, or by requiring young people to participate when injured or unwell.
Physical abuse is when someone physically hurts or injures children by hitting, shaking, throwing, poisoning, burning, biting, scalding, suffocating, drowning or otherwise causing harm. Physical harm may also be caused when a parent or carer feigns the symptoms of, or deliberately causes, ill health to a child whom they are looking after.

Examples in sport may be when the nature and intensity of training or competition exceeds the capacity of the child’s immature and growing body; where coaches encourage the use of drugs or harmful substances to enhance performance or delay puberty; if athletes are required to participate when injured; or when sanctions used by coaches imposed involve inflicting pain.

Sexual abuse is where children and young people are abused by adults (both male and female) or other children who use them to meet their own sexual needs. This could include full sexual intercourse, masturbation, oral sex, anal intercourse, kissing and sexual fondling. Showing children pornographic material (books, videos, pictures) or taking pornographic images of them are also forms of sexual abuse.

Sexual abusers groom children, protective adults and clubs/organisations in order to create opportunities to abuse and reduce the likelihood of being reported.

Examples in sport may include coaching techniques involving physical contact with children creating situations where sexual abuse can be disguised and may therefore go unnoticed. The power and authority of, or dependence on, the coach if misused, may also lead to abusive situations developing. Contacts made within sport and pursued e.g. through texts, Facebook or Twitter have been used to groom children for abuse.

Child Sexual Exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

Emotional abuse is the persistent emotional ill-treatment of a child so as to cause severe and persistent adverse effects on the child’s emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.

It may feature age or developmentally inappropriate expectations being imposed on children or even the over protection of a child. It may involve causing children to feel frightened or in danger by being constantly shouted at, threatened or taunted which may make the child very nervous and withdrawn. Some level of emotional abuse is involved in all types of ill-treatment of a child.

Examples in sport may include children who are subjected to constant criticism, name-calling, sarcasm, bullying, racism or pressure to perform to unrealistically high
expectations; or when their value or worth is dependent on sporting success or achievement.