



*Glenearn Badminton Club Child Protection Policy*

## 1 GENERAL

Glenearn Badminton Club (the “**Club**”) aims to create a safe environment for all children participating in club activities. The Club has in place appropriate people, policies, procedures and practices to support this aim.

This document contains the Child Protection Policy (the “**Policy**”) of the Club. The Policy applies to the Club including, the junior section of the Club, referred to as Glenearn Junior Badminton Club. The Club has a code of conduct for working with children at the Club. Each of our staff members and volunteers working with children at the Club is required to adhere to the code of conduct. The Club also has in place a disciplinary procedure.

This Policy applies to regulated work with children as defined in the Protection of Vulnerable Groups (Scotland) Act 2007.

The Club participates in the Protecting Vulnerable Groups (“**PVG**”) scheme. The PVG scheme is managed and delivered by Disclosure Scotland. It helps make sure people whose behaviour makes them unsuitable to work with children and/or protected adults, cannot do regulated work with these groups.

In this Policy, PVG Scheme Records, PVG Scheme Record Updates, Standard and Enhanced disclosures will be referred to as “**Disclosure Records**”.

The Club aims to ensure that all children are kept safe from harm while they are with staff or volunteers of the Club. To achieve this, the Club will ensure its staff and volunteers are carefully selected, screened, trained and supervised.

## 2 CHILD PROTECTION OFFICER

The Club will appoint a Child Protection Officer.

The name of the Child Protection Officer will be available on the Club’s website, together with details of how to contact the Child Protection Officer. Anyone with concerns regarding the safety or welfare of children at the Club should contact the Child Protection Officer.

## 3 SELECTION OF STAFF MEMBERS AND VOLUNTEERS

Prior to commencing their duties with the Club as a staff member or volunteer who works with children, each such staff member or volunteer will:

- Meet with appropriate officials of the Club to discuss the expectations and requirements of the role;
- Complete a self-declaration form prior to the Disclosure Record being accessed.

#### 4 **SCREENING**

Each staff member and volunteer will be asked to complete a Disclosure Record as soon as practical. Pending confirmation from Disclosure Scotland that is not aware of any reason that makes the staff member or volunteer unsuitable to work with children, such staff member or volunteer will only be permitted to work with children at the Club under the supervision of another staff member or volunteer for whom the Club has received appropriate satisfactory confirmation from Disclosure Scotland.

To the extent required by any applicable law or regulation, the Club will periodically seek an updated clearance from Disclosure Scotland for each staff member and volunteer continuing to work with children at the Club.

#### 5 **TRAINING**

Prior to commencing their duties with the Club as a staff member or volunteer who works with children, each such staff member or volunteer will receive such training, briefings and other support as the officials of the Club consider appropriate.

Additional training will be provided on an ongoing basis as the officials of the Club consider appropriate.

All staff members and volunteers who work with children at the Club are provided with details of child protection training opportunities. Live Active Leisure regularly provides the Club with details of training opportunities, including on child protection matters.

Our Club is affiliated to Badminton Scotland. Badminton Scotland provides advice and support to the Club on child protection matters. The support from Badminton Scotland includes the ongoing support of the Club by the relevant Badminton Scotland Regional Development Officer.

#### 6 **SUPERVISION RATIOS**

The Club aims to maintain an appropriate ratio of adults to children at all Club activities specifically aimed at children.

The Club aims to ensure that, whenever possible, a minimum of two appropriate adults are present at any Club activities specifically aimed at children.

At our regular junior badminton sessions, the Club typically has four or more adult volunteers or staff members present within a non-partitioned sports hall.

## 7 **REPORTING ABUSE**

The Club understands that in addition to making a referral (a written report) to Disclosure Scotland, child protection issues concerning workers (paid/unpaid), children and young people must always be referred to the child protection agencies (i.e. social work and/or police) for appropriate investigation. Any issues of a criminal nature will be reported to the police.

The Club will ensure that all staff and volunteers involved in recruitment, training and supervision, are aware of this policy and have received appropriate training and support to ensure its full implementation.

## 8 **LEGAL ISSUES**

The Club recognises and ensures compliance with the following:

- It is an offence for an individual who is barred to undertake the type of regulated work from which they are barred.
- It is an offence for an organisation to offer regulated work to someone who is barred or fail to remove a person from regulated work if they have been notified that they are barred.
- It is an offence for an organisation not to refer an individual to Disclosure Scotland where the grounds have been met.