

# Safeguarding Policy and Procedures

## Safeguarding Policy

Newton Abbot Chess Club recognises that it has a duty of care to safeguard and promote the welfare of children and vulnerable adults, and will make sure safeguarding practice:

- reflects our legal responsibilities and Government guidance
- complies with the English Chess Federation Child Protection Policy Guidelines – [which are reproduced here.](#)

The Policy aims to ensure that, regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation or socio-economic background, all children and vulnerable adults:

- have a positive and enjoyable experience of chess at the Club in a safe and child-centred environment
- are protected from abuse, including physical, sexual and emotional harm, whilst participating in chess.

The Club acknowledges that some people, including those with disabilities and those from ethnic minority communities, can be particularly vulnerable to abuse, and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

The Club will:

- promote and prioritise the safety and wellbeing of children and vulnerable adults
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and vulnerable adults
- ensure appropriate action is taken in the event of incidents/concerns of abuse, and that support is provided to the individual/s who raise or disclose the concern
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- prevent the deployment of unsuitable individuals
- ensure robust safeguarding procedures are in operation.

The Policy and Procedures will be widely promoted and are mandatory for everyone involved in the Club. Failure to comply with the Policy and Procedures will be addressed without delay and may ultimately result in exclusion from the Club.

## Dissemination

All senior club members and parents/carers of junior club members must be given a copy of these Policies and Procedures. New members must be given a copy of the Policies and Procedures. Members and parents/carers of children or vulnerable adults should sign to acknowledge receipt of their copy of the Policies and Procedures; records will be kept with the minutes of meetings.

The Policy and Procedures will be permanently and publicly posted on the Club Website, together with a copy of the adopted [Guidelines of the English Chess Federation](#).

## Review and Updating

The Policy and Procedures will be reviewed in September 2022, and then every three years, or in the following circumstances:

- changes in legislation and/or Government guidance
- as required by the Local Safeguarding Children Board
- as required by the English Chess Federation
- as required to meet insurance stipulations
- as a result of any other significant change or event.

## Safeguarding Procedures

1. The Club will appoint a Safeguarding Officer and require DBS clearance for the post holder. *The Safeguarding Officer is currently Paul Brooks.*
2. Any safeguarding concerns or allegations, and any comments or questions regarding the policy or procedures, should be directed to this Officer. Any concerns about the Safeguarding Officer should be directed to the Club Secretary.
3. DBS clearance will also be required of anyone who has regular, unsupervised contact with children (regular = weekly or more often).
4. Each club night and away match will have a designated adult in charge; it is desirable that another adult be present.
5. The designated adult in charge should have DBS clearance; if this is not possible on a given evening then two other adults may deputise provided neither is left in sole charge of any players.
6. All parents/carers (or other adult known to and trusted by the child) will be required to escort their children into the Club room and return in good time to collect their children again. The adult in charge of the club night will supervise uncollected children until they are collected.
7. Team members requiring transport for away matches will normally be picked up and dropped off by the adult in charge at an agreed central location, for example, outside the Club premises. Any alternative arrangements should be agreed in advance with parents/carers.
8. Any allegations or concerns will be investigated, and if necessary pursued, by the Club's Safeguarding Officer in accordance with the English Chess Federation's Child Protection Policy Guidelines, which are appended.
9. In particular, written statements must be taken at the time of reporting, including full contact details of all people involved (directly or as witnesses) and full details of the concerns.

10. Any photographs taken of children will be displayed on the Club website or in a newsletter only with the express permission of their parents.
11. We endorse and adopt the principles and procedures of the English Chess Federation Child Protection Policy (as published on the ECF website on 2nd October 2015), with appropriate adjustments to fit local our local situations.