



Bristol Taekwondo School Safeguarding & Policies

JIN MOO KWAN

Taekwondo

National Governing Body Registered

영국 태권도 발준 의회

SAFEGUARDING POLICY

Everyone who participates in Bristol Taekwondo School is entitled to do so in an enjoyable and safe environment. Bristol Taekwondo School have a moral and legal obligation to ensure that, when given responsibility for young people, coaches and volunteers provide them with the highest possible standard of care.



A child/young person is defined as a person under the age of 18 (Children's Act 1989)



SAFEGUARDING

Bristol Taekwondo School is committed to devising and implementing policies so that everyone in sport accepts their responsibilities to safeguard children from harm and abuse. This means to follow procedures to protect children and report any concerns about their welfare to appropriate authorities.

AIM OF THE POLICY

The aim of the policy is to promote good practice, providing children and young people with appropriate safety/protection whilst in the care of Bristol Taekwondo School and to allow staff and volunteers to make informed and confident responses to specific child protection issues.

Taekwondo

Policy STATEMENT

Bristol Taekwondo School is committed to the following:

The welfare of the child is paramount

All children, whatever their age, culture, ability, gender, language, racial origin, religious belief and/or sexual identity should be able to participate in Taekwondo in a fun and safe environment

Taking all reasonable steps to protect children from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings

All suspicions and allegations of poor practice or abuse will be taken seriously and responded to swiftly and appropriately

All Bristol Taekwondo School instructors who work with children will be recruited with regard to their suitability for that responsibility, and will be provided with guidance and/or training in good practice and child protection procedures

working in partnership with parents and children is essential for the protection of children

Monitor and review PROCEDURES

The implementation of procedures should be regularly monitored and reviewed. The welfare officer should regularly report progress, challenges, difficulties, achievements gaps and areas where changes are required to the management committee.

The policy should be reviewed every 3 years or whenever there is a major change in the organisation or in relevant legislation

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To provide children with the best possible experience and opportunities in Taekwondo everyone must operate within an accepted ethical framework such as The Coaches Code of Conduct.

Recording information

Information should include the following:

- the child's name, age and date of birth
- the child's home address and telephone number
- whether or not the person making the report is expressing their concern or someone else's
- the nature of the allegation, including dates, times and any other relevant information
- a description of any visible bruising or injury, location, size etc. Also any indirect signs, such as behavioural changes
- details of witnesses to the incidents
- the child's account, if it can be given, of what has happened and how any bruising/injuries occurred
- have the parents been contacted? If so what has been said?
- has anyone else been consulted? If so record details

It is not always easy to distinguish poor practice from abuse. It is therefore NOT the responsibility of instructors or participants in Taekwondo to make judgements about whether or not abuse is taking place. It is however their responsibility to identify poor practice and possible abuse and act if they have concerns about the welfare of the child, as explained in section 4.

This section will help you identify what is meant by good practice and poor practice.

Good Practice

All personnel should adhere to the following principles and action:

Always work in an open environment (e.g. avoiding private or unobserved situations and encouraging open communication with no secrets)

Make the experience of Taekwondo fun and enjoyable: promote fairness, confront and deal with bullying

Treat all young people equally and with respect and dignity

Always put the welfare of the young person first, before winning

Maintain a safe and appropriate distance with players (e.g. it is not appropriate for staff or volunteers to have an intimate relationship with a child or to share a room with them)



Concerns

...Report

Report your concerns to the Club welfare officer. If the Club welfare officer is not available, the person being told or discovering the abuse should contact their local social services department or the police immediately. Social Services and the Club welfare officer will decide how to inform the parents/carers. The Club welfare officer should also report the incident to the Bristol Taekwondo School Governing Body. The Governing Body should ascertain whether or not the person/s involved in the incident play a role in the organisation and act accordingly. Maintain confidentiality on a need to know basis

Avoid unnecessary physical contact with young people. Where any form of manual/physical support is required it should be provided openly and with the consent of the young person. Physical contact can be appropriate so long as it is neither intrusive nor disturbing and the young person's consent has been given

Involve parents/cares wherever possible, e.g. where young people need to be supervised in changing rooms, encourage parents to take responsibility for their own child. If groups have to be supervised in changing rooms always ensure parents, coaches etc work in pairs

Request written parental consent if club officials are required to transport young people in their cars

Gain written parental consent for any significant travel arrangements e.g. overnight stays

Ensure that if mixed teams are taken away, they should always be accompanied by a male and female member of staff

Ensure that at away events adults should not enter a young person's room or invite young people to their rooms

Be an excellent role model, this includes not smoking or drinking alcohol in the company of young people

Always give enthusiastic and constructive feedback rather than negative criticism

Recognising the developmental needs and capacity of the young person and do not risk sacrificing welfare in a desire for club or personal achievements. This means avoiding excessive training or competition and not pushing them against their will

Secure written parental consent for the club to act in loco parentis, to give permission for the administration of emergency first aid or other medical treatment if the need arises

Keep a written record of any injury that occurs, along with details of any treatment given

Poor Practice

The following are regarded as poor practice and should be avoided by all personnel:

Unnecessarily spending excessive amounts of time alone with young people away from others

Taking young people alone in a car on journeys, however short

Taking young people to your home where they will be alone with you

Sharing a room with a young person

Engaging in rough, physical or sexually provocative games, including horseplay

Allow or engage in inappropriate touching of any form

Allowing young people to use inappropriate language unchallenged

• Making sexually suggestive comments to a young person, even in fun

Reducing a young person to tears as a form of control

Allow allegations made by a young person to go unchallenged, unrecorded or not acted upon

Do things of a personal nature that the young person can do for themselves

When a case arises where it is impractical/impossible to avoid certain situation e.g. transporting a young person on your car, the tasks should only be carried out with the full understanding and consent of the parent/care and the young person involved.

If during your care you accidentally hurt a young person, the young person seems distressed in any manner, appears to be sexually aroused by your actions and/or if the young person misunderstands or misinterprets something you have done, report any such incidents as soon as possible to another colleague and make a written note of it. Parents should also be informed of the incident.

Defining child abuse

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm, it commonly occurs within a relationship of trust or responsibility and is an abuse of power or a breach of trust. Abuse can happen to a young person regardless of their age, gender, race or ability.

There are four main types of abuse: **physical abuse, sexual abuse, emotional abuse and neglect**. The abuser may be a family member, someone the young person encounters in residential care or in the community, including sports and leisure activities. Any individual may abuse or neglect a young person directly, or may be responsible for abuse because they fail to prevent another person harming the young person.

Abuse in all of its forms can affect a young person at any age. The effects can be so damaging that if not treated may follow the individual into adulthood

Young people with disabilities may be at increased risk of abuse through various factors such as stereotyping, prejudice, discrimination, isolation and a powerlessness to protect themselves or adequately communicate that abuse had occurred.

Types of Abuse

Physical Abuse: where adults physically hurt or injure a young person e.g. hitting, shaking, throwing, poisoning, burning, biting, scalding, suffocating, drowning. Giving young people alcohol or inappropriate drugs would also constitute child abuse.

This category of abuse can also include when a parent/carer reports non-existent symptoms or illness deliberately causes ill health in a young person they are looking after. This is called Munchausen's syndrome by proxy.

In a sports situation, physical abuse may occur when the nature and intensity of training disregard the capacity of the child's immature and growing body.

Emotional Abuse: the persistent emotional ill treatment of a young person, likely to cause severe and lasting adverse effects on the child's emotional development. It may involve telling a young person they are useless, worthless, unloved, inadequate or valued in terms of only meeting the needs of another person. It may feature expectations of young people that are not appropriate to their age or development. It may cause a young person to be frightened or in danger by being constantly shouted at, threatened or taunted which may make the young person frightened or withdrawn.

Ill treatment of children, whatever form it takes, will always feature a degree of emotional abuse.

Emotional abuse in sport may occur when the young person is constantly criticised, given negative feedback, expected to perform at levels that are above their capability. Other forms of emotional abuse could take the form of name calling and bullying.

Bullying may come from another young person or an adult. Bullying is defined as deliberate hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. There are three main types of bullying.

It may be physical (e.g. hitting, kicking, slapping), verbal (e.g. racist or homophobic remarks, name calling, graffiti, threats, abusive text messages), emotional (e.g. tormenting, ridiculing, humiliating, ignoring, isolating from the group), or sexual (e.g. unwanted physical contact or abusive comments).

In sport bullying may arise when a parent or coach pushes the young person too hard to succeed, or a rival athlete or official uses bullying behavior.



Neglect occurs when an adult fails to meet the young person's basic physical and/or psychological needs, to an extent that is likely to result in serious impairment of the child's health or development. For example, failing to provide adequate food, shelter and clothing, failing to protect from physical harm or danger, or failing to ensure access to appropriate medical care or treatment.

Refusal to give love, affection and attention can also be a form of neglect.

Neglect in sport could occur when a coach does not keep the young person safe, or exposing them to undue cold/heat or unnecessary risk of injury.



Sexual Abuse occurs when adults (male and female) use children to meet their own sexual needs. This could include full sexual intercourse, masturbation, oral sex, anal intercourse and fondling. Showing young people pornography or talking to them in a sexually explicit manner are also forms of sexual abuse.

In sport, activities which might involve physical contact with young people could potentially create situations where sexual abuse may go unnoticed. Also the power of the coach over young athletes, if misused, may lead to abusive situations developing.

Indicators of abuse

Even for those experienced in working with child abuse, it is not always easy to recognise a situation where abuse may occur or has already taken place. Most people are not experts in such recognition, but indications that a child is being abused may include one or more of the following:

It is not the responsibility of anyone working in Bristol Taekwondo School in a paid or unpaid capacity to decide whether or not child abuse has taken place. However there is a responsibility to act on any concerns through contact with the appropriate authorities so that they can then make inquiries and take necessary action to protect the young person. This applies BOTH to allegations/suspensions of abuse occurring within Bristol Taekwondo School and to allegations/suspensions that abuse is taking place elsewhere.

unexplained or suspicious injuries such as bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries

an injury for which an explanation seems inconsistent

the young person describes what appears to be an abusive act involving them

another young person or adult expresses concern about the welfare of a young person

unexplained changes in a young person's behaviour e.g. becoming very upset, quiet, withdrawn or displaying sudden outbursts of temper

inappropriate sexual awareness

engaging in sexually explicit behaviour

distrust of adult's, particularly those whom a close relationship would normally be expected

difficulty in making friends

being prevented from socialising with others

displaying variations in eating patterns including over eating or loss of appetite

losing weight for no apparent reason

becoming increasingly dirty or unkempt

Signs of bullying

behavioural changes such as reduced concentration and/or becoming withdrawn, clingy, depressed, tearful, emotionally up and down, reluctance to go training or competitions

an unexplained drop off in performance

physical signs such as stomach aches, headaches, difficulty in sleeping, bed wetting, scratching and bruising, damaged clothes, bingeing e.g. on food, alcohol or cigarettes

a shortage of money or frequent loss of possessions

It must be recognised that the above list is not exhaustive, but also that the presence of one or more of the indications is not proof that abuse is taking place. It is NOT the responsibility of those working in Bristol Taekwondo School to decide that child abuse is occurring. It IS their responsibility to act on any concerns.

Receiving Evidence of Possible Abuse

We may become aware of possible abuse in various ways. We may see it happening, we may suspect it happening because of signs such as those listed in section 3 of this document, it may be reported to us by someone else or directly by the young person affected.

In the last of these cases, it is particularly important to respond appropriately. If a young person says or indicates that they are being abused, you should:

STAY CALM so as not to frighten the young person.

REASSURE the child that they are not to blame and that it was right to tell.

LISTEN to the child, showing that you are taking them seriously.

keep questions to a minimum so that there is a clear and accurate understanding of what has been said. The law is very strict and child abuse cases have been dismissed where it is felt that the child has been led or words and ideas have been suggested during questioning. Only ask questions to clarify

Confidentiality

Every effort should be made to ensure that confidentiality is maintained for all concerned. Information should be handled and disseminated on a need to know basis only. This includes the following people:

- The Club Child Protection Officer
- The parents of the child
- The person making the allegation
- Social Services/police
- The Bristol Taekwondo School Instructor and your Sport Governing Body Club welfare officer
- The alleged abuser (and parents if the alleged abuser is a child)

Seek social services advice on who should approach the alleged abuser.

All information should be stored in a secure place with limited access to designated people, in line with data protection laws.



Child Protection in Sport Unit



Tel: 07533321536

Email: info@bristoltaekwondo.co.uk

Website: www.bristoltaekwondo.co.uk





Safeguarding Certificate

NSPCC

This Certificate is to confirm that
Christopher Davies
Is a Registered Instructor with the BTC who
have successfully achieved the NSPCC /CPSU
Advanced Standards Level in
Safeguarding



Child Protection in Sport Unit
play sport stay safe
enjoy and achieve

K.Beddows BTC Lead Safeguarding Officer