



NDRFC – Safeguarding Policy

V1 - November 2023

SECTION 1 - INTRODUCTION

1. It is the responsibility of every adult working in rugby union, whether as a professional or a volunteer to ensure that all young people can enjoy the sport in a safe enjoyable environment.

2. Policy Statement.

North Dorset Rugby Football Club (NDRFC) recognises its responsibility to ensure the safeguarding of all young people involved in the game by protecting them from physical, emotional or sexual harm and from neglect or bullying of any kind. The Club's Safeguarding Policy Statement, published annually and posted for all members to see in the Clubhouse, is set out at Appendix 10.

3. NDRFC is resolute in meeting its obligation to ensure that in providing playing opportunities for young people it does so to the highest possible standards of care. The policy and procedures apply to all those who are subject to the jurisdiction of NDRFC whether in a paid or voluntary capacity.

4. The Board of Directors of NDRFC recognise that they have a responsibility:

- A. To safeguard and promote the interests and well-being of all young people with whom they are working.
- B. To ensure that all adults who work with those young people are aware of their role and responsibilities and that training opportunities are made available to them.
- C. To take all reasonable practical steps to protect those young people from harm, discrimination or degrading treatment.
- D. To respect those young peoples 'rights, reasonable wishes and feelings.
- E. To take all reasonable steps to ensure that individuals involved in the game are aware of situations which may compromise their responsibility or position.

5. Practices & Procedures laid down in this policy are provided in order to:

- F. Offer safeguards to all the young people with whom we work, and to our coaches and other club members.

G. Help to maintain the professionalism and the safeguards of good practice which are associated with NDRFC. It is recognised by NDRFC that any procedure is only as effective as the ability and skill of those who operate it. NDRFC is therefore committed to the provision of appropriate safeguarding training for all our coaches, volunteers and Club members. This is to enable them to work together with parents/carers and other organisations to ensure that the needs and the safeguarding of young people remain paramount.

SECTION 2 - KEY PRINCIPLES

2.1 Anyone under the age of 18 is to be considered as a young person for the purposes of this document.

2.2 The safeguarding of all young people is paramount.

2.3 All young people, whatever their age, gender, culture, ability, language, religious beliefs, racial origin, and/or sexual identity should be able to enjoy the game in a fun environment, safe from abuse of any kind.

2.4 It is the responsibility of child protection experts to determine whether abuse has taken place, but it is everyone's responsibility within rugby union to report concerns.

2.5 All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.

2.6 NDRFC has been provided with appropriate documentation, training and support to ensure that the Club is able to implement RFU/RFUW1 policy.

2.7 Individuals working with young people are to be made aware of good practice in order to ensure that they are not placed in situations where allegations could be made.

2.8 Working in partnership with parents/carers is essential for the protection of young people.

2.9 NDRFC recognises the statutory responsibilities of Social Services departments and the police to ensure the safeguarding of young people and is committed to complying with Local Area Child Protection Committee procedures.

SECTION 3 -LEGAL AND PROCEDURAL FRAMEWORK

3.1 The practices and procedures within this policy are based on the principles contained within UK and international legislation and government guidance, and have been designed to complement Local Area Child Protection Committee procedures and take the following into consideration:

The Children Act 1989

The Protection of Children Act 1999

Working Together to Safeguard Children and Young People 1999

"Caring for the Young and Vulnerable"- Home Office Guidance for Preventing the Abuse of Trust 1999

The Criminal Justice and Court Services Act 2000

The UN Convention on the Rights of the Child

The Human Rights Act 1998

“What to do if you are worried a child may be being abused” - DOH 2003

SECTION 4 - RECOGNISING ABUSE IN RUGBY UNION

4.1 Abuse is a powerful and emotive term. It is a term used to describe ways in which children are harmed, usually by individuals and often by those they know and trust. Coaches and others working with young people hold this trust and may be at risk of misusing their power over the young players. In order to provide young people with the best possible experiences and opportunities in rugby union, it is imperative that everyone operates within an accepted ethical framework and demonstrates exemplary behaviour. This not only ensures that rugby union makes a positive contribution to the development of young people and safeguards their safeguarding, but also protects all personnel from false allegations of abuse or poor practice. It is not always easy to differentiate poor practice from abuse, albeit intentional or unintentional. It is not, therefore, the responsibility of employees or volunteers in rugby union to determine whether or not abuse is taking place. It is, however, their responsibility to identify poor practice and possible abuse and to act if they have a concern about the safeguarding of a young person. (See Section 13 to reference “Good Practice in the Rugby Setting”.) There may also be an increased risk within many sports, including rugby union, for abuse to occur which does not necessarily fit into these categories.

4.2 The four main types of abuse are:

4.2.1 EMOTIONAL ABUSE This occurs when individuals persistently fail to show young people due care, love or affection, where a young person may be constantly shouted at, threatened or taunted, or be subjected to sarcasm and unrealistic pressures. There may also be over protection, preventing young people from socialising, or bullying to perform to high expectations. The young person may lose self-confidence and may become withdrawn and nervous. In the context of rugby, emotional abuse may occur when coaches:

- Provide repeatedly negative feedback;
- Repeatedly ignore a young player’s efforts to progress;
- Repeatedly demand performance levels above those of which the young player is capable;
- Over-emphasise the winning ethic.

4.2.2 ABUSE BY NEGLECT This occurs when a young person’s essential needs for food, warmth and care fail to be met. Failing to or refusing to provide love and affection could also be deemed as neglect. In the context of rugby, neglect may occur when:

- Young players are left alone without proper supervision;
- A young player is exposed to unnecessary heat or cold without fluids or protection;
- A young player is exposed to an unacceptable risk of injury.

4.2.3 PHYSICAL ABUSE This occurs when individuals, including some young people, deliberately inflict injuries on a child, or knowingly do not prevent such injuries. It includes injuries caused by hitting, shaking, squeezing, biting or using excessive force. It also occurs when individuals give young people alcohol, or inappropriate drugs, or fails to supervise their access to these substances. In the context of rugby, physical abuse may occur when:

- Coaches, managers or helpers expose a young player to exercise/training, which disregards the capacity of the player's immature and growing body;

- Coaches, managers or helpers expose young players to overplaying, over training or fatigue;
- Coaches, managers or helpers expose young players to alcohol, or give them the opportunity to drink alcohol below the legal age;
- Coaches, managers or helpers expose young players to performance enhancing drugs and recommend that they take them.

4.2.4 SEXUAL ABUSE Girls and boys are abused by adults, both male and female, who use young people to gratify their own sexual needs. Examples include forcing a child to take part in sexual activity such as sexual intercourse, masturbation, or oral sex; showing children pornographic material; or making suggestions that sexual favours may help a sporting career (or refusal may hinder). In the context of rugby, sexual abuse may occur when:

- The proximity of coaches and others, to young people provides opportunities for potential abusers to exploit their position of trust to sexually abuse.

4.2.5 ABUSE THROUGH SOCIAL MEDIA

1. NDRFC recognises that many of its players, coaches, trainers, club members and supporters spend considerable amounts of time looking at and using social media. E.g. Facebook, Twitter, Google+, Instagram, Tumblr, YouTube, internet forums, blogs, podcasts.
2. While the use of social media can be a force for good, it can also be used as a route for imparting abuse, with an outcome of emotional abuse. The Club encourages its members to use social media for Club business, but in doing so it asks all members and supporters to uphold the ethos of the Club, and not to act in any way that would bring the Club into disrepute or harm its reputation. All members should feel comfortable taking their support for the Club into the online domain.
3. North Dorset RFC's Social Media Policy is published on its website as a stand-alone document.

SECTION 5 - POOR PRACTICE

5.1 Poor practice includes any behaviour which contravenes any of the following:

5.1.1 RFU Fair Play Codes

5.1.2 RFU/RFUW Coaches 'Code of Conduct (see Appendix 3)

5.1.3 RFU/RFUW Equity Policy

5.1.4 RFUW "Good Practice in the Rugby Setting" (see Section 13)

5.1.5 RFU/RFUW Safeguarding and Procedures Policy for Young People

5.1.6 Accepted responsibilities of all individuals delivering the game to young people

SECTION 6 - BULLYING

6.1 Bullying is not always easy to define and will not always be an adult abusing a young person. It is often the case that the bully is a young person. There are three main types of bullying:

- Physical - e.g. hitting, kicking, theft;
- Verbal - e.g. racist or homophobic remarks;
- Emotional - e.g. persistent negative feedback.

6.1.1 All these will include:

- Deliberate hostility and aggression towards a victim;
- A victim who is weaker and less powerful than the bully or bullies;
- An outcome which is always painful and distressing for the individuals.

6.2 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, offensive comments of sexual nature.

The competitive nature of rugby union makes it a potential environment for the bully. This may manifest itself in some of the following ways:

- A parent who pushes too hard;
- A coach who adopts a 'win at all costs' philosophy;
- A player who intimidates others;
- An official who is over officious.

6.3 Bullying may also be manifest through Social Media. (See Para 4.2.5)

SECTION 7 - INDICATORS OF ABUSE OUTSIDE THE RUGBY SETTING TO BE AWARE OF

7.1 These indicators are not exhaustive and the presence of one or more of them is not proof that the young person is being abused.

7.1.1 Physical abuse

- Current unexplained injuries;
- Inappropriate excuses to explain injury;

- Untreated injuries;
- Fear of returning home;
- Aggression towards others.

7.1.2 Neglect

- Constant hunger and tiredness;
- Poor personal hygiene;
- Poor state or inappropriate clothing;
- Frequent lateness or absence from the coaching sessions
- Low self-esteem;
- Poor peer relationships.

7.1.3 Emotional Abuse

- Low self-esteem;
- Decline in concentration levels;
- Continual self-deprecation;
- Emotional immaturity;
- Extremes of behaviour.

7.1.4 Sexual Abuse

- Unexplained changes in behaviour;
- Inappropriate sexual awareness;
- Engaging in sexually explicit behaviour;
- Distrust of adults;
- Inappropriate language.

7.2 Sometimes changes in behaviour can relate to other significant events in a young person's life, such as bereavement, internal family difficulties or bullying. Working in partnership with parents/carers and ensuring positive communication will help to ensure that reasons for changes in behaviour can be identified and action taken to support the young person.

It is NOT the responsibility of those working in rugby union to decide that abuse is occurring, but it IS their responsibility to act on any concern. (Please refer to Sections 10 and 11).

SECTION 8 - LEVELS OF AWARENESS

8.1 It is understandable that people, who are well-motivated, loving and caring individuals with a deep commitment to their sport, are reluctant to believe that children may be suffering harm in the rugby environment or at home. It may be difficult to accept that children could be at risk

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because of the way the organisation is being run and the attitudes of those involved. Levels of awareness need to be raised without creating an atmosphere of anxiety or suspicion. However, a basic principle should be that: If you become aware of anything which causes you to feel uncomfortable, you should talk to the NDRFC Club Safeguarding Officer (CSO) about it.

8.2 This means being aware of the attitudes of coaches, volunteers and club members and of the interactions between them and the children, and with each other. Certain modes of behaviour by an individual or individuals may be excused by the comments: "He/she has always behaved like that." Or "We've come to expect that sort of behaviour and attitude from X club; they are the same every year."

8.3 If the behaviour is contrary to NDRFC Safeguarding Policy, Practices and Procedures, meaning that young people are potentially at risk, then action **MUST** be taken. Adults must also be alert to any unusual incidents or activities which take place where coaches, volunteers or Club members are putting themselves in a vulnerable position.

SECTION 9 - ROLES AND RESPONSIBILITIES

9.1 In order that the RFU Child Protection Policy is implemented effectively, there has to be a recognition that RFU, D&W RFU, and the Club must work together to ensure that young people enjoy rugby union in a safe environment, with responsibilities as follows.

9.1.1 The Roles of RFU are:

- To produce a Child Protection Policy;
- To produce an Implementation Plan;
- To monitor the Child Protection Policy nationally;
- To manage the implementation of DBS disclosure;
- To provide support, training and guidance for club and Constituent Body Safeguarding Managers;
- To provide training programmes for all adults who have regular contact with young people;
- To produce relevant resources to support the Child Protection Policy;
- To make decisions on and record all reported cases;
- To appoint a disciplinary panel when necessary;
- To ensure all appropriate individuals and bodies are informed of disciplinary decisions and ensure these are acted upon.

9.1.2 The Roles of the Constituent Body (D&W RFU) are:

- To appoint a Safeguarding Manager (see Appendix 2 for "Terms of Reference");
- To support clubs in the production of a Child Protection Policy;
- To co-ordinate the management of DBS disclosure;
- To ensure that all reported cases are managed in line with RFU/RFUW Policy (see Sections 10 and 11)

9.1.3 The Roles of NDRFC are:

- To appoint a Safeguarding Officer who will act as the first point of contact for concerns about the safeguarding of young people (see Appendix 2 for “Terms of Reference”);
- To accept that all Club Officers* have a responsibility in this area and be prepared to respond to any indication of poor practice or abuse in line with RFU/RFUW Policy (see Sections 9 and 10) and to put in place structures and systems to ensure that this is followed in practice;

To adopt and implement a policy of Best Practice for all adults working with young people (see Section 13, Appendix 3 and RFU Fair Play Codes);

- To ensure that all relevant members who have regular supervisory contact with children or a management responsibility for those working with young people undertake a Disclosure and Barring Service (DBS) check;
- To identify a Disciplinary Panel which, where necessary, will be convened to investigate cases of Poor Practice (see Appendix 1).
- To provide support to all club members in their implementation of RFU/RFUW policies and procedures relating to the safeguarding of young people.

*Club Officers - as nominated in the Club’s Yearly Handbook

SECTION 10 - RESPONDING TO DISCLOSURE, SUSPICIONS AND ALLEGATIONS

10.1 In all cases of reported poor practice/abuse, the following principles must always be adopted: Listen and Reassure DO:

- Stay calm - do not rush into inappropriate action. React calmly in order to not alarm the young person;
- Reassure the child - that they are not to blame and confirm that you know how difficult it must be to confide;
- Listen sympathetically - to what the child says and show that you take them seriously;
- Keep questions to a minimum - the law is very strict and child abuse cases have been dismissed where the child has been led or words and ideas have been suggested. Only ask questions to clarify;
- Ensure you clearly understand what the child has said - in order that the information can be passed on to the appropriate agencies;
- Make a written note of everything
- Consult with the Club Safeguarding Officer (CSO) - ensuring that you communicate all the information accurately;
- Maintain confidentiality - complete the incident report form (see Appendix 7). All incidents will be treated with an “open mind” and be handled in a fair and equitable manner. Confidentiality must be maintained until a case is proven;
- Ensure the safety of the young person - if urgent medical attention is required, then call an ambulance, inform the doctors of the concerns and ensure they are aware that this is a child protection issue.

DO NOT:

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- Panic - or allow your feelings to be evident;
- Make promises you cannot keep - explain that you will need to tell other people;
- Make the child repeat the story unnecessarily;
- Delay;
- Speculate or make assumptions;

- Approach the alleged abuser;
- Take sole responsibility. In all cases, if you are unsure what to do, you can gain help from:
 - the NSPCC 24-hour freephone helpline (0800 800 500) or
 - the RFU Child Protection Line (0208 831 6655).

10.2 Recording & Reporting (see Appendix 7). Information passed to external agencies must be as helpful as possible. It will be necessary to make a detailed report at the time of disclosure. The report should contain the following detail:

- The young person's name, address, date of birth, race, ethnic origin, and any disability they may have;
- Nature of the allegation;
- A description of any injuries/bruising;
- Any observations about the behaviour/emotional state of the young person;
- Times, locations, dates;
- The young person's account in their own words of what has happened;
- Actions that have been taken as a result of your concerns;
- Whether the person writing the report is expressing their own concerns or those of a third party;
- Sign and date;
- Keep a copy;
- Keep a record of the name and designation of a Social Services member of staff or police officer to whom concerns were passed.

DO NOT CONDUCT AN INVESTIGATION YOURSELF.

SECTION 11 - TAKING APPROPRIATE ACTION

11.1 Concerns about poor practice and possible abuse within the rugby setting

11.1.1 This relates to anyone working with young people in a paid or voluntary capacity, e.g. volunteer coaches in clubs, club helpers, tutors on training camps and coaches. Child abuse can and does occur outside the family setting. Although it is a sensitive and difficult issue, child abuse has occurred within institutions and within other settings, e.g. sport or other social activities. Recent research indicates that abuse that takes place within an organisation is rarely a one-off event. It is crucial that those involved in rugby union are aware of this possibility and that all allegations are taken seriously and appropriate action pursued. Allegations will often relate to poor practice where an adult's behaviour is inappropriate and maybe causing concern to a young person/s, colleague/s or parent/s.

11.1.2 Poor practice constitutes any behaviour that contravenes RFU Codes of Conduct (Appendix 3) and codes of Good Practice in the Rugby Setting (Section 13) and, in particular:

- Infringes on an individual's rights;
- Is a failure to fulfil the highest standards of care.

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11.1.3 Poor practice is unacceptable in rugby union and will be treated seriously. Appropriate action in line with RFU regulations is always to be taken.

11.2 Action to take if a young person or vulnerable adult informs you that he/she is concerned about someone's behaviour towards them in the rugby setting

Follow principles laid down in Section 10.

- Follow the laid-down RFU procedures as follows:
- Make a full record of what has been said, heard and seen as soon as possible;
- Club Safeguarding Officer (CSO) to be informed immediately;

The CSO should report the matter to the RFU Ethics and Equity Manager, with a copy to the D&W Safeguarding Manager.

Following guidance that the issue is poor practice, the Club Safeguarding Officer should:

- Follow Club disciplinary procedures for a first report of poor practice (see Appendix 1);
- Forward a written report on action taken to the D&W Safeguarding Manager and RFU Ethics and Equity Manager;

If an individual is identified by the Club as guilty of poor practice on subsequent occasions, then the D&W Safeguarding Manager, in consultation with the RFU Ethics and Equity Manager, may conclude that the issue constitutes abuse and should be referred to the RFU Disciplinary Officer.

Following guidance that the issue is abuse, the Club Safeguarding Officer (CSO) should:

- If the young person requires immediate medical attention:
- An ambulance must be called;
- The doctor(s) should be informed that the concern relates to child protection;
- Refer the allegation to police or to local the Social Services department. They will give advice relating to the contacting of parents/guardians;
- Inform the D&W Safeguarding Officer and the RFU Ethics and Equity Manager and forward a written report utilising the Incident Report Form (see Appendix 7).

Non-action is not an option. The safeguarding of the young person/s is paramount.

11.3 The RFU Ethics and Equity Manager, in consultation with the RFU Disciplinary Officer, will:

- Decide whether any individual accused of abuse should temporarily be suspended pending further Social Services or police enquiries (see Appendix 1);
- Assess all individual cases under the appropriate misconduct and disciplinary procedures irrespective of the findings of the Social Services and police. There may be three types of investigation: - Criminal - Child protection - Disciplinary or misconduct
- Seek advice from the RFU Communications department as to developing a media strategy (see Appendix 9);
- Support the Club and the D&W Safeguarding Officers in all aspects, particularly the need to obtain appropriate support for affected young people, parents/carers and members of staff;

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- Where allegations are unfounded, the RFU will work in a professional manner to ensure that the person concerned is given appropriate support to continue his or her work in rugby.

11.4 Action by an Individual. If an individual becomes aware, through their own observations or through a third party, of possible abuse occurring at a young person's home or in some other setting outside rugby, they should:

Ensure the safety of the young person - if he/she requires immediate treatment, call an ambulance, inform the doctors of your concerns and ensure they are aware that this is a child protection issue.

- RFU procedures should then be followed:
- Please refer to Sections 10.1 and 10.2 of this policy;
- Report your concerns to the CSO;
- The CSO may seek advice from the RFU Ethics and Equity Manager, the CB Safeguarding Manager, the RFU Child Protection Helpline or the NSPCC. If there is any delay in receiving advice, contact must be made with Social Services;
- If a formal referral is made, make it clear to Social Services or the police that this is a child protection referral;
- All police forces have dedicated Child Protection Teams (CPTs) which deal with allegations of abuse within the family setting and by people in a position of trust. In a real emergency, dial 999;
- Parents/carers should only be contacted following advice from Social Services.

Non-action is not an option. The Safeguarding of the young person/s is paramount. Delay in acting can increase the risk to the child.

11.5 In all cases, always remember the following:

- It is more difficult for some young people to disclose abuse than others. Young people from ethnic minorities may have regularly experienced racism, which may lead them to believe that certain groups, including those in authority roles, do not really care about their wellbeing. They may well feel they have good reason to question whether the response may be different;
- Disabled young people may have to overcome additional barriers before feeling that that they can disclose abuse. They may rely on the abuser for their daily care and not know of alternative sources of care. The abuse may be the only attention/affection they have experienced. There may be communication differences and they will almost certainly have to overcome prejudices which block our willingness to believe they may be abused or to use their medical condition to explain away indicators which in a non-disabled young person would concern us.
- Looking after the needs of these groups of people need us to be extra vigilant and to give thought as to how we will respond.

11.6 In all cases, every effort should be made to ensure that confidentiality is maintained. Information should be handled and disseminated on a need to know basis. This will include the following people:

- The Club & D&W Safeguarding Officers;

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- Designated officers within the RFU;
- The person making the allegation;
- Social Services and police;
- The parents of the young person alleged to have been abused.

DEALING WITH CONCERNS, DISCLOSURE OR ALLEGATIONS ABOUT STAFF OR VOLUNTEERS WITHIN RUGBY UNION

Are you concerned about the behaviour of a member of staff or volunteer? YES Report to the Club Safeguarding Officer

Is the concern poor practice or a breach of RFU/RFUW “Codes of Conduct for Coaches” (Appendix 3) or “Codes of Good Practice in the Rugby Setting” (Section 13)? YES

Report to the Club Safeguarding Officer. Club Safeguarding Officer reports the incident to the RFU Ethics and Equity Manager and CB Safeguarding Manager. A decision is made in consultation with the RFU Disciplinary Officer whether the club can manage the issue through the club disciplinary procedure. If the issue is unresolved or has wider implications, refer to RFU Ethics and Equity Manager

Could it be child abuse? Is the young person in need of immediate medical treatment? • Call an ambulance • Inform the doctor that the concern relates to child protection

Does the allegation refer to the Club Safeguarding Officer? Contact police and Social Services who will also advise on contacting parents/guardians Possible outcomes: • Police enquiry • Criminal proceedings • RFU disciplinary hearing

Forward a written report to RFU Ethics and Equity Manager utilising Incident Report Form (Appendix 7) RFU Disciplinary Officer will arrange disciplinary/misconduct proceedings in line with RFU disciplinary regulations RFU Communications department will deal with all media enquiries

DEALING WITH POSSIBLE ABUSE OCCURRING OUTSIDE THE RUGBY SETTING Are you concerned about abuse by a person outside the rugby setting? Is the young person in need of immediate medical attention? Yes • Call an ambulance • Inform the doctor that the concern relates to child

SECTION 12 - RECRUITMENT AND SELECTION OF STAFF, COACHES AND VOLUNTEERS

12.1 Any one may have the potential to abuse young people in some way and it is important that all reasonable steps are taken to ensure that unsuitable people are prevented from working with children. It is essential the same procedure is used consistently throughout the game. Under the Protection of Children Act 1999, all individuals working on behalf of NDRFC are treated as employees whether paid or volunteers. The following recruitment checks must be carried out:

12.1.1 Advertising. If any form of advertising is used to recruit staff, it should reflect:

- The responsibilities of the role;
- The level of experience or qualification required (e.g. working with children an advantage);
- The RFU and NDRFC position on child protection.

12.1.2 Applications

All adults who are in contact with young people, whether paid or voluntary, should complete an application form (see Appendix 6).

12.1.3 Checks and References

All adults who have “regular supervisory contact with young people” are to undertake DBS disclosure. The list of relevant adults is to include:

- Professional staff;
- All coaches/assistant coaches;
- Heads of mini/midi rugby sections;
- Heads of youth rugby sections;
- Team managers;
- All referees who manage mini/midi and youth games;
- Safeguarding Officers;
- Physiotherapists

A minimum of two written references should be taken up and at least one should be associated with former work with young people. If an applicant has no experience of working with children, training is strongly advised.

12.1.4 Interview and Induction

Where appropriate, all professional appointments for full or part time positions, should undergo a formal interview;

All staff (paid or voluntary) must undergo a formal or informal induction in which:

Coaching qualifications, if applicable, are verified;

Training needs are identified;

Appropriate Codes of Conduct and Codes of Good Practice are signed up to;

The roles, responsibilities and expectations of the job are clarified;

Child Protection procedures are explained and training needs established.

12.1.5 Training

Appropriate training will enable individuals to recognise their responsibilities with regard to their own good practice and the reporting of poor practice or concerns of possible abuse.

NDRFC requires:

- All adults who have regular contact with young people complete the “RFU Guide to Best Practice and Child Protection”;
- All adults who have a coaching responsibility for young people attend an appropriate RFU coaching course.
- It is vital that all staff working with young people in rugby union are conversant with:
 - Player-centred coaching techniques;
 - How to work with young people safely and effectively.

12.1.6 Monitoring and Appraisal

All staff and volunteers should at regular intervals be given the opportunity to receive formal or informal feedback. This will enable managers to:

- Identify training needs;

- Set new goals;
- Highlight concerns about inappropriate behaviour.

SECTION 13 - GOOD PRACTICE IN THE RUGBY SETTING

It is the aim of NDRFC that all young people enjoy the game in a safe enjoyable setting. NDRFC is equally aware of the need to ensure that all individuals who provide young people with the opportunity to play rugby are aware of their responsibilities. The following sets out good practices and procedures to which all those involved in the delivery of rugby union to young people should adhere.

NDRFC Guidance for Good Practice.

In order to ensure that the game is enjoyed by everyone, and that all young people are safe, and all adults are aware of their responsibilities when working with young people, the Club has adopted the following guidance for undertaking good practice:

- There is a club Safeguarding policy with an implementation and monitoring programme;
- A Club Safeguarding Officer (CSO) is appointed and is a member of the Club's Board of Management;
- The Club's Safeguarding Policy is published and promulgated to show the organisation's commitment to providing a safe environment;
- Procedures are in place to deal with complaints or concerns;
- Training opportunities are provided for adults who work with young people;
- Codes of Conduct and Codes of Practice are in place and all coaches are required to sign up to the relevant codes;
- Parents/carers are to be made aware of what the organisation and coaches are doing and also of the correct procedures to express any concerns they may have;
- The Club has an Equity Policy that is published on its website, and all discrimination is challenged and prohibited;
- The Club ensures that all adults who regularly supervise young people undertake a DBS check (see Section 12.1.3);
- Club policy to control and monitor the use of photographic images of children is set out in this document (see Appendix 8);
- Club policy to control potential or actual bullying is set out in this document (see Appendix 5);
- The Club monitors coaches with particular reference to poor practice on a continual basis and provides them with feedback.

Good Practice for Coaches and Officials.

Codes of Conduct aim to ensure that all youngsters and the individuals who work with them may enjoy the game in safe environment. When working with young people, coaches and officials should adopt the following practices:

- Always be publicly open when working with young people.
- Avoid situations where you and an individual child are completely unobserved;
- Rugby is a physical game. Situations will occur when, in order to teach or coach certain techniques, it is necessary to make contact with the player. However, the following should apply:

Parents and young players must be made aware of situations in which this may happen when they join the club

- Physical handling should only be used for safety reasons or where there is no other way of coaching the technique.
- Contact or touching which is inappropriate (i.e. not directly related to the coaching context) or aggressive, must not be tolerated;

If groups are to be supervised in changing rooms, always ensure that individuals work in pairs, and that gender is appropriate. Ideally, young people should not have to change at the same time or in the same place as adults;

Where mixed teams compete away from home, they should always be accompanied by at least one male and one female adult;

Volunteers and professionals must respect the rights and dignity and worth of all, and treat everyone with equality;

Coaches must place the well-being and safety of the player above the development of performance.

Coaches should:

- Avoid overplaying of players (particularly talented players). All players need and deserve equal opportunity to play;
- Remember that young people play for fun and enjoyment and that winning is only a part of it;
- Motivate youngsters through positive feedback and constructive criticism;
- Ensure that contact skills are taught in a safe, secure manner, paying due regard to the physical development of young players;
- Never allow young players to train/play when injured;
- Ensure equipment and facilities are safe and appropriate to the age and ability of the players.

Coaches should hold current RFU coaching awards or a recognised award;

Coaches should keep up to date with knowledge and technical skills and should be aware of their own limitations;

Coaches should only work within the limitations of their knowledge and qualifications;

Coaches must ensure that the activities which they direct or advocate are appropriate to the age, maturity and ability of the players.

Coaches should always promote the positive aspects of their sport (e.g. fair play), and never condone law violations or use of prohibited substances;

Coaches must consistently display high standards of personal behaviour and appearance;

Coaches should never overtly criticise players or use language or actions which may cause the player to lose self-esteem or confidence;

Young people should not be allowed to drink alcohol or encouraged to drink alcohol if they are under the legal age to do so.

Practices to be avoided

- Everyone should be aware that, as a general rule, it does not make sense for a coach to:
- Spend amounts of time alone with children away from others;
- Take children alone on car journeys, however short.
- If such situations are unavoidable, they should only take place with the full knowledge and consent of someone in charge in the club, and/or a person with parental responsibility for the player.
- If you accidentally hurt a player, or cause distress in any manner, or the player appears to respond in a sexual manner to your actions, or misunderstands, or misinterprets something you have done, report the incident to a colleague supported by a written report of the incident as soon as possible. Parents/carers should also be informed of the occurrence.

Practices prohibited by NDRFC: Individuals should never:

- Take young people to their home or other secluded places where they will be alone;
- Engage in rough, physical games, sexually provocative games or horseplay with young people;
- Take part in any dynamic games or training sessions with young people. If there is a need for an adult to facilitate learning within a coaching session through the use of coaching aids, (e.g. contact pads,) this should be done with the utmost care and with due regard to the safety and well-being of the young players;
- Share a room with a young person unless the individual is the parent/guardian of that young person;
- Allow any form of inappropriate touching (not specifically related to the coaching of the game);
- Make sexually suggestive remarks to a young person, even in fun;
- Use inappropriate language or allow young players to use inappropriate language unchallenged;
- Allow allegations by a young person to go unchallenged, unrecorded, or not acted upon;
- Do things of a personal nature for a young person that they can do for themselves, unless you have been requested to do so by the parents/carer. (Please note that it is recognised that some young people will always need help with things such as lace tying, adjustment of tag belts, fitting head guards, etc.);
- Depart the rugby club until the safe dispersal of all young people is complete;
- Cause an individual to lose self-esteem by embarrassing, humiliating or undermining him/her;
- Treat some young people more favourably than others;
- Agree to meet a young person on your own on a one-to-one basis.

- Use Social Media to abuse other members of the Club, or anyone engaged in Rugby Union.

Positions Of Trust.

All adults who work with young people are in a position of trust, which in the case of rugby has been invested in them by the parents, the sport, and by the young person. This relationship places an adult in a position of power and influence by virtue of their role. In rugby union, most adults in a position of trust recognise that there are certain boundaries in the coach/player relationship which must not be crossed. The relationship is no different to that between a school teacher and the pupils in their care. RFU Code of Conduct on the Abuse of Trust

A8.2.1. Any behaviour, which encourages a physical or emotionally dependant relationship to develop between the person in a position of trust and the young person in their care must be avoided;

A8.2.2. All those within the organisation have a duty to raise concerns about the behaviour by coaches, officials, volunteers and administrators which may be harmful to the young people in their care, without prejudice to their own position;

A8.2.3. Allegations relating to a breach of the Code of Conduct will be investigated according to RFU disciplinary procedures.

A8.2.4. Whistle Blowing. Any adult or young person who has concerns can contact the RFU/RFUW in complete confidence on 0208 831 6655 or via childprotection@therfu.com

SECTION 14 - USEFUL CONTACT DETAILS (As at September 2021)

NDRFC Safeguarding officer

Janet Dimmack 07825924841 safeguarding@ndrfc.co.uk

Dorset & Wilts RFU (Constituent Body)

SAFEGUARDING MANAGER Julie Fisher Tel 07445 010701

RUGBY SAFE - Robin Nathan 07931 702263

SAFEGUARDING COMPLIANCE MANAGER TBC

YOUTH REGISTRAR - REGULATION 15 David Wookey Address 3 Westland Close Amesbury SP4 7QS Tel 01980 625018 or 07850 625018

RFU NATIONAL SAFEGUARDING TEAM Vivien Rimmer, Head of Safeguarding vivienrimmer@rfu.com / 0208 831 7832

Kath Bennett, Safeguarding Case Manager kathbennett@rfu.com / 0208 831 7479

Richard Drake, Safeguarding Case Officer richarddrake@rfu.com / 0208 831 6679

Chris Rawlings, Safeguarding Compliance Officer chrisrawlings@rfu.com / 0208 831 7454

National

NSPCC Helpline Telephone: 0808 800 5000 Web: www.nspcc.org.uk

Child Protection in Sport Unit (CPSU) 3 Gilmour Close, Beaumont Leys, Leicester, LE4 1EZ 0116 234 7278 www.thecpsu.org.uk