



## **CLUB SAFEGUARDING POLICY**

### **Aldershot & Fleet (A&F) Rugby Union Football Club (RUFC)**

#### **Safeguarding Policy**

A&F Rugby Union Football Club acknowledges its responsibility to safeguard the welfare of all children involved in A&F RUFC from harm. We also have a duty of care for our partners: A&F Rugby League Masters and Aldershot Boys & Girls FC.

1. A&F RUFC confirms that it adheres to the Rugby Union's Safeguarding Policy and the procedures, practices and guidelines and endorse and adopt the Policy Statement contained in that document and any successor policy.
2. A child is anyone under the age of 18 engaged in any Rugby Union activity. However, where a 17-year-old male player is playing in the adult game it is essential that every reasonable precaution is taken to ensure his safety and wellbeing are protected.
3. The Key Principles of the RUFC Safeguarding Policy are that:
  - The welfare of the child is, and must always be, paramount to any other considerations.
  - All participants regardless of age, gender, ability or disability, race, faith, culture, size, shape, language or sexual identity have the right to protection from abuse or harm.
  - All allegations or suspicions of abuse, neglect, harm and poor practice will be taken seriously and responded to swiftly, fairly and appropriately.
  - Working in partnership with other organisations, statutory agencies, parents, carers, children and young people is essential for the welfare of children.
  - Children have a right to expect support, and personal and social development delivered by an appropriately recruited, vetted and managed in relation to their participation in rugby union, whether they are playing, volunteering or officiating in the community or professional areas of the sport.
5. A&F RUFC recognises that all children have the right to participate in sport in a safe, positive and enjoyable environment whilst at the same time being protected from abuse, neglect, harm and poor practice. A&F RUFC recognises that this is the responsibility of everyone involved, in whatever capacity, at the club.
6. A&F RUFC will implement and comply with the RUFC Code of Conduct and the Codes of Conduct for Coaches, Spectators and Officials as appropriate.



7. The Club Safeguarding Officer is:  
Chris Palmer, 43 Heron Wood Rd, Aldershot. GU12 4AL. (07833444981)



The Clubs Assistant Safeguarding Officers are:  
Kevin Wheatland-07765132032  
Jason Gaskell-07870887348

If you witness or are aware of an incident where the welfare of a child has been put at risk you must, in the first instance, inform the Club Safeguarding Officer. They will then inform the CB Safeguarding Manager and the RFU Safeguarding Team. If an incident involves the Club Safeguarding Officer, you should inform the Club President and either the CB Safeguarding Manager or the RFU Safeguarding Team.

8. All members of A&F RUFC who work with children in Regulated Activity must undertake an RFU Disclosure and Barring Service (DBS) check in accordance with RFU Regulation 21.
9. A&F RUFC will ensure that all its members, whether they are coaches, parents, players or officials will comply with the Best Practice Guidance as issued by the RFU. In summary, the following are **NOT** acceptable and will be treated seriously by the club and may result in disciplinary action being taken by the club, the CB or the RFU:
- Working alone with a child.
  - Consuming alcohol whilst responsible for children.
  - Providing alcohol to children or allowing its supply.
  - Smoking in the presence of children.
  - Humiliating children.
  - Inappropriate or unnecessary physical contact with a child.
  - Participating in, or allowing, contact or physical games with children.
  - Having an intimate or sexual relationship with any child developed as a result of being in a 'position of trust'.
  - Making sexually explicit comments or sharing sexually explicit material.
10. A&F RUFC manages the changing facilities and arranges for them to be supervised by two DBS checked adults of the appropriate gender for the players using the facilities. A&F RFC ensures that all its coaches, parents, officials and spectators are aware that adults must not change at the same time, using the same facilities as children.
11. A&F RUFC will ensure that its coaches and management team Will receive the support and training considered appropriate to their position and role. The RFU "Managing Challenging Behaviour" Policy has been adopted and circulated amongst the club workforce both, voluntary and paid.



Any events held on A&F RUFC premises must comply with this Policy and if appropriate a Safeguarding Plan should be discussed and circulated to those affected. Any tours, overseas or domestic, undertaken by A&F RUFC must comply with the relevant RFU Regulations and Guidance relating to tours.

12. A&F RUFC maintains that the safety of the children and their enjoyment of the sport is paramount. As a club we adhere to the RFU's Safeguarding policies and procedures, recommended practices and guidelines and endorse and adopt the statements contained within these documents, these can be viewed at: <http://englandrugby.com/governance/safeguarding>
13. The club policies for safeguarding and first aid are available in the clubhouse. Please feel free to have a chat with our safeguarding officers to find out more or if you have any concerns.
  - a. All adults undertaking 'regulated activity relating to children' must undertake DBS disclosure. Any adults not cleared must be supervised (both by sight and within hearing) at all times by a DBS cleared adult. (The statutory definition of Regulated Activity applies to this Policy. In summary, this means teaching, training, instruction, care or supervision of children carried out by the same person frequently (once a week or more often) or on four or more days in a 30-day period, or overnight.). Any volunteers that do not require DBS clearance under the guidance above, or who are awaiting their clearance will always be supervised by DBS cleared staff.
  - b. Both parents and coaches have a part to play in ensuring that competitive pressures are not allowed to dominate. The Club rigorously adheres to the RFU Codes of Conduct. They govern the conduct of the coach's players, parents and spectators. The Club will take any breach of these codes very seriously.
14. Photographic Images - We encourage the taking of appropriate images of children involved in rugby celebrating the Core Values of the sport. The RFU's guidance for parents and the paid and volunteer workforce can be found on the Safeguarding pages of rfu.com. It is based on common sense and we would ask everyone to read and comply with this guidance. Everybody is to be aware of Drones at regulated activities and report any incident to the SGO as soon as practicable. All incidents are to be reported to the Police for them to deal with.
 

Any parent or guardian who does not want their child photographed for any reason should talk in confidence to the team's coach or manager. We will then take all reasonable steps to ensure the child is not photographed whilst playing or training at the club.
15. Annual Subscriptions - Every player must be registered with the Club and the RFU. Annual subscriptions are payable to the Club after a short introductory period on the players first season, a reduction is available for siblings and can be paid in whole or by direct debit on a monthly basis.
16. Training Sessions - Under 6's train from 10:00-11:00 each Sunday and if the weather is particularly inclement the group will train in the clubhouse. All other age groups train from



10:00-11:30 and train outside whatever the weather! Therefore please make sure your children are appropriately clothed.

17. Equipment - All children must arrive at training and matches with the correct equipment. We ask that you dress appropriate for the weather conditions. Key pieces of equipment are as follows:
18. Club Shirts - Children are required to wear club shirts for all matches triangulars and tournaments. Available direct from O'Neil's (website: [www.oneils.com](http://www.oneils.com)), also available through the club subject to minimum quantities.
19. Shorts & Socks - Again these are essential for matches but not for training. They are available (subject to stock) from the club.
20. Boots - There is no current RFU requirement relating to studs other than they are safe. The club promotes the use of metal studs and prohibits the use of blade style rugby boots. There is also a boot exchange in the club where you can swap in boots as your child's feet grow!
21. Gum shields - All players learning contact (age group U9 and above) must have a protective mouth guard for both training and matches.
22. Head gear/scrum caps - This is not essential but if one is to be worn it is an RFU recommendation that children playing in the U9s and upwards only wear IRB approved protective headgear.
23. Communication - The club mainly uses email and text for keeping parents informed. Please ensure the Team Manager or Coach has your correct contact details. Social Networking and Communication: We do not participate in communication with children in the midi age range on social networking sites or by personal text messaging. Contact with players will always be via (or copied to) their parent or carer usually verbally, by newsletter, the club website or by email. There is however, a Facebook page to support communication with Parents, parents are invited to be members of this page and the page is administrated and monitored by two DBS cleared coaches. The club also has various pieces of social media where updates can be found:
 

Website: <http://www.pitchero.com/clubs/aldershotfleet/>

Facebook: Aldershot & Fleet RUFC
24. Facilities - Our Club House is now up and running with changing rooms, toilets and showers available to all players and parents. The club house is available for hire, the first hire is free for club members, although there are some additional costs if bar staff and the kitchen facilities are required.



25. Sponsorship & fundraising – Each year we endeavour to raise funds for the club through events and sponsorships. Keep an eye on the website for upcoming events. If you might be able to help or suggest possible sponsors please contact a member of the committee.
26. Complaints/ Concerns - Any problems or queries should first be addressed to the Team Manager or Lead Coach for your age group and then to the Mini/Junior chairman; or if more appropriate to the Safeguarding Office.

**Code of Conduct** – We as a Club have a comprehensive Code of Conduct policy that encompasses all elements of the Club. This is quite exhaustive, but Gives everybody the chance to conform to the various codes they may be applicable to them.

#### **Players' Code of Conduct:**

- Do your best and participate for the “Fun of it”, not just to please your parents or coach.
- Play to the laws of the game. (Play and tackle hard but always fairly).
- Accept all the referee’s decisions, without question or argument.
- Play with control; do not lose your temper. - You and your team will benefit.
- Treat all players and opponents with respect and as you would like to be treated. Do not interfere with, bully or take unfair advantage of any player.
- Be a good sport, (win with humility and lose with dignity). At the end of a match thank your opponents and the referee.
- Recognise good play and applaud it, whether by your team or by the opposition.
- Remember as well as enjoyment the aims of the game are to improve your skills and to feel good. Allow your coach to help you achieve both by listening carefully. (Remember they are just volunteers trying to have fun too).
- Co-operate with your coach, referee, teammates and opponents, for without them you do not have a game.
- Work equally hard for yourself and your teammates, your team’s performance will benefit your own.
- Remember you are representing yourself, your team, the club, and the Game of Rugby.

#### **Coaches' Code of Conduct**

- All rugby coaches must respect the rights, dignity and worth of every young person with whom they work with and treat them equally within the context of Rugby Union.
- All rugby coaches must place the physical and emotional wellbeing of all young players above all other considerations, including the development of performance.
- The relationship that a rugby coach develops with the players with whom they work must be based on mutual trust and respect.
- All rugby coaches must ensure that all activities undertaken are appropriate to the age, maturity, experience and ability of the young players.
- All rugby coaches must encourage young players to accept responsibility for their own behaviour and performance.



- All rugby coaches should clarify with the young players (and their parents/carers) what is expected of them both on and off the rugby field and also what they are entitled to expect from the coach
- All rugby coaches should work in partnership with others within the game (officials, doctors, physiotherapists, sports scientists) to ensure the wellbeing, safety and enjoyment of all young players
- All rugby coaches must promote the positive aspects of the sport for example Fair Play. Violations of the Laws of the Game, behaviour contrary to the spirit of the Laws of the Game or relevant regulations or the use of prohibited techniques or substances must never be condoned

#### **Volunteers' Code of Conduct:**

- Volunteers must respect the rights, dignity and worth of every player and treat everyone equally within the context of our sport.
- Volunteers must place the well-being and safety of the player above the development of performance. They should follow all guidelines laid down by Rugby Football Union and be registered on the Aldershot and Fleet coaches' database.
- Volunteers must develop an appropriate working relationship with players based on mutual trust and respect. Volunteers must not exert any undue influence to gain any personal benefit or reward.
- Volunteers must encourage and guide players to accept responsibility for their own behaviour and performance.
- Volunteers must ensure the activities they direct or advocate are appropriate for the age, maturity, experience and ability of the individual.
- Volunteers must, at the outset, clarify with players (and where appropriate their parents) exactly what is expected of them and what players are entitled to expect of their coach.
- Volunteers must co-operate fully with other specialists (for example. other coaches, physiotherapists, club officials') in the best interest of the player.
- Volunteers must always advocate the positive aspects of Rugby and never condone rule violations or the use of prohibited substances.
- Volunteers must respect a player's right to his or her own personal development, independence and self-determination.
- Volunteers must consistently display high standards of behaviour and appearance.

#### **Parents and Spectators' Code of Conduct:**

- Act as positive role models to all players.
- Be familiar with the club's child protection policies.
- Respect guidance from the club with regard to spectator behaviour.
- Remember, children play sport primarily for their own enjoyment, not for that of the spectators.
- Acknowledge good individual and team performance from all players irrespective of the team in which they play.
- Respect match officials' decisions, even if they appear to make a mistake – remember they are volunteers providing an opportunity for players to play rugby.



- Never verbally abuse players, coaches, match officials or fellow parents/spectators: such behaviour can create a negative environment for players and their behaviour can reflect this.

Acknowledge effort and good performance rather than “to win at all costs” Verbally encourage all players in a positive manner, shouting “for” not “at” the players. Encourage all players irrespective of their ability – never ridicule any individual player, regardless of the team they play for.

### **Safer Recruitment**

Children are entitled to participate in rugby union activities in a safe and welcoming environment. Safe recruitment procedures will enable clubs or Constituent Bodies (CBs) to reduce the risk of abuse to children. When recruiting employees or volunteers to the Children’s Workforce all reasonable steps should be taken to ensure only suitable people are selected.

Regulation 21 sets out in detail the requirements the RFU has for those working with children and the DBS. The RFU requires any individual engaged in Regulated Activity to undertake a DBS check through their club (using the online e-application system) in order to work with children. Depending on the nature of the role and the level of supervision the RFU will require either Enhanced or Enhanced with barred list checks. Further information about the DBS and the e-application system is available on the RFU website.

The people who work in every rugby club are the most important asset a club has. A good recruitment process is essential to ensure the best people are chosen for the roles they undertake.

These must be people who are suited to the club and who are less likely to harm children, intentionally or accidentally. A club which has good recruitment, induction and supervision processes shows those working there the value which is put on children’s safety and wellbeing.

Official checks and vetting procedures are on their own, not enough to protect children. They are only part of a wider set of practices and an organisational culture which supports safe practice.

Signed ***CHRIS PALMER***

Date 9/7/2019