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## UK Ultimate

### Safeguarding and Protecting Children and Young People Policy

UK Ultimate recognises that anyone may have the potential to abuse children and young people in some way and that all reasonable steps are taken to ensure unsuitable people are prevented from working in that environment.

#### **Policy Statement**

UK Ultimate, as a governing body, must ensure that:

- The welfare of Children and Young People is paramount.
- All children, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity have the right to protection from abuse.
- All suspicions and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.
- Everyone in contact with children and young people within the Ultimate community in the have a responsibility and the knowledge to report concerns to the appropriate people and authorities.

UK Ultimate Ltd is committed to practise that safeguards children from harm. Staff and volunteers who work for UK Ultimate Ltd will recognise and accept responsibilities for developing awareness, within the Ultimate community in the United Kingdom, of the issues that may cause children and young people harm.

*A child is defined as a person under the age of 18 by the Children's Act 1989*

#### **Definition of Abuse**

A child is considered to be being abused or at risk of abuse, when basic needs are not met by avoidable acts of either commission or omission. In other words there is recognition that abuse is not necessarily a physical act but can occur though omitting to act. Abuse can also involve exposing children and young people to activities that are, in themselves, abusive. This can include pornography, grooming, etc. The four main types of abuse highlighted by the National Society for the Prevention of Cruelty to Children (NSPCC) are Physical, Emotional, Sexual and Neglect.

## **Promoting Good Practice**

Everyone involved in the Ultimate community should demonstrate exemplar behaviour in order to promote children's welfare and reduce the likelihood of allegations being made. The following are common sense examples of how to create a positive culture of good practice.

### **Good Practice Means**

- Always working in an open environment, e.g. avoiding private or unobservable situations and encouraging open communication with no secrets.
- Treat all young people equally, and with respect and dignity.
- Always putting the welfare of each young person first, before winning or achieving a goal.
- Maintaining a safe and socially appropriate distance with players. E.g. it is not appropriate for adults to have intimate relationships with a child or young person or to share a room with a child or young person.
- Building balanced relationships based on mutual trust which empowers children and young people to share in the decision-making process.
- Making sport fun, enjoyable, promoting fair play and the ideals of spirit of the game.
- Ensuring that if any form of manual / physical support is required, it should be provided openly. If care is needed, as it is difficult to maintain hand positions when the child or young person is constantly moving. Young people and their parents should always be consulted and their agreement gained.
- Keeping up to date with technical skills and qualifications.
- Stay informed about changes to policies or advice from *UK Ultimate*.
- Involving parents / carers wherever possible. Where possible, encourage them to take responsibility for their children, e.g. in changing rooms.
- When groups need to be supervised in environments such as changing rooms, ensure that adults work in pairs of the same gender.
- Ensuring that if mixed gender teams are taken away, they should always be accompanied by a male and female responsible adult. However it is important to remember that same gender abuse does also occur.
- Ensuring that at tournaments or residential events, adults should not enter children and young people's rooms or invite children and young people into their rooms.
- Being an excellent role model – This includes not smoking or drinking alcohol in the company of young people.
- Giving enthusiastic and constructive feedback rather than negative criticism.
- Recognising the developmental needs and capacity of young people in sport, thus avoiding excessive training or competition and not pushing them against their will.
- Securing parental consent in writing to act in *loco parentis*, if the need arises to administer emergency first aid and / or other medical treatment.
- Keep written record of any injury that occurs, along with the details of any treatment given.
- Requesting written parental consent if adults are required to transport children and young people in their cars. Avoiding children and young people in the front seats in accordance with the law.

### **Practices to be avoided**

The following should be **avoided** except in emergencies. If cases arise where these situations are unavoidable it should be with the full knowledge and consent of someone in charge of an activity, designated safeguarding officer, director of a company or the young person's parents. For example, a young person sustains an injury and needs to go to hospital, or a parent fails to arrive to pick them up at the end of a session.

- Avoid spending time alone with a child or young person away from others.
- Avoid working with individuals in a closed environment.
- Avoid taking or dropping off a child or young person to an event or activity.

### **Practices never to be sanctioned**

The following should **never** be sanctioned. You should never.

- Engage in rough, physical or sexually provocative games, including horseplay.
- Share a room individually with a child or young person.
- Allow or engage in any form of inappropriate touching.
- Allow children or young people to use inappropriate language unchallenged.
- Make sexually suggestive comments to a child, even in fun.
- Reduce a child to tears as a form of control.
- Fail to act upon and record any allegations made by a child.
- Do things of a personal nature for children or young people that they can do for themselves.
- Invite or allow children or young people to stay with you at your home unsupervised.
- Never be responsible for children and young people when you are under the influence of drugs or alcohol.

It may sometimes be necessary for an appropriate adult to do things of a personal nature for children or young people, particularly if they are young or are disabled. These tasks should only be carried out with the full understanding and consent of parents and the people involved. There is a need to be responsive to a person's reactions. If a person is fully dependant on you, talk with them about what you are doing and give choices where possible. This is particularly so if you are involved in any dressing or undressing of outer clothing, or where there is physical contact, lifting or assisting a child or young person to carry out a particular activity. Avoid taking on the responsibility for tasks for which you are not appropriately trained.

### **Incident that must be reported and recorded**

If any of the following occur you should report this immediately to the appropriate designated person and record the incident. You should also ensure the parents of the child are informed.

- If you accidentally hurt a player.
- If they seem distressed in any manner.
- If a young person seems to be sexually aroused by your actions.
- If a young person misunderstands or misinterprets something you have done.

How to report incidents or concerns are covered in the appendices that would be relevant to you as a coach, or committee of a club, etc.

### **Action if bullying is suspected**

If bullying is suspected, the same procedure should apply as if concerns about poor practice or abuse are suspected. Reporting of incidents and concerns should be made to the appropriate **designated safeguarding officer**.

### **Action to help victims and prevent bullying in sport:**

- Take all signs of bullying very seriously.
- Encourage all children to speak and share their concerns. Help the victim to speak out and tell the appropriate people in authority.
- Create an open environment.
- Investigate all allegations and take action to ensure the victim is safe. Speak with the victim and the bully separately.
- As a **designated safeguarding officer** reassure the victim that you can be trusted and will help them, although you cannot promise to tell no one else.
- Keep records of what is said (what happened, by whom, when etc) use the language used by the young person when recording descriptions.
- Report any concerns to the appropriate **designated safeguarding of welfare person/officer** this may vary if the environment is within a school or club.

### **Action towards the bully:**

Where appropriate take the following steps. If concern for the wellbeing of a child or young person will result in someone taking these actions then seek advice.

- Talk with the bully, explain the situation, and try to get them to understand the consequences of their behaviour. Seek an apology to the victim.
- Inform the bully's parents.
- Insist on the return of 'borrowed' items and that the bully compensates the victim.
- Provide support for the victim's coach.
- Impose sanctions as necessary.
- Encourage and support the bully to change behaviour.
- Hold meetings with the families to report on progress.
- Inform all organisation members of action taken.
- Keep a written record of action taken.
- Most 'low level' incidents will be dealt with at the time by coaches and volunteers. However, if the bullying is severe (e.g. a serious assault), or if it persists despite efforts to deal with it, incidents should be referred to appropriate **safeguarding and welfare officers**.

### **Concerns outside the immediate sporting environment (e.g. a parent or carer)**

Abuse can take place in any environment where a child or young person becomes vulnerable. It is a duty of care that people are vigilant if they suspect abuse is taking place outside of their contact with a child or young person. (e.g. outside of the Ultimate Club / Coaching environment)

Follow the guidelines highlighted in any of the policies **Taking Action if There are Concerns** sections.

- Report your concerns to your club committee **designated safeguarding officer**, or.
- The *UK Ultimate* **designated safeguarding officer**.
- If the designated person is not available, the person being told of or discovering the abuse should contact social services of the police immediately.
- Social Services will support people and decide how to involve the parents / carers.
- Maintain confidentiality on a need to know basis only.

### **Taking action independently**

*UK Ultimate* recognises that sometimes individuals will feel it is appropriate, or necessary for the welfare of the child or young person or even themselves, to take action from outside any of the supplied frameworks for clubs or coaching.

If there are suspicions of poor practice of abuse then it is recommended that those suspicions should be taken up with the appropriate **designated safeguarding officer**.

- If the concern is within a club or the young person is a member of an Ultimate club, it is recommended to contact the clubs designated safeguarding officer as the first point of contact.
- Failing that, contacting designated safeguarding officer of *UK Ultimate*.
- If it is thought that the welfare of the children or young people is in immediate danger contact the authorities.
- If the concerns are about a designated safeguarding officer of a club or another organization, contact *UK Ultimate*.

### **Contacting UK Ultimate**

*UK Ultimate* has designated safeguarding officers who deal with cases of misconduct, poor practice and abuse. They are a point of contact for any concerned individual young person or club committee.

#### **Contact UK Ultimate:**

0844 804 5949

#### **Our Safeguarding Officers are:**

Kevin Lowe, Director, *UK Ultimate*

Simon Hill, Director, *UK Ultimate*

#### **Social Services and External Help Lines**

NSPCC Child Protection Helpline: 0808 800 5000

Childline: 0800 1111