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https://valuescamps.com/hockey/

***Values Sport Events***

***Child Protection and Safeguarding***



**The purpose of this policy:** To provide protection for the children and young people who receive Values Sport Events services, including the children of adult members or users.

To prevent impairment of children’s health or development To provide staff or students with guidance and support on procedures they should adopt in the event that they suspect a child or young person may be experiencing, or be at risk of, harm. This policy applies to all staff, including senior managers, paid staff, volunteers and sessional workers, agency staff, students

**Mobile Phones:**

Staff currently use their personal phones to stay in touch with each other during sessions and this helps with managing safety of children and young people where the site is large and multiple activities are taking place. Under no circumstances are staff to use personal phones to photograph or video children. Phones should be out of sight unless being used for a legitimate reason. No personal staff phone number should ever be given to a child. When children are taken off site, they should be provided with a Company duty mobile phone number, the site office and the head office phone numbers to contact in case of an emergency.

**Social media:**

Under no circumstances should there be any contact between staff and students over social media. Any attempt by a child to link up with/connect with a staff member over social media, including private messaging, should be rejected, and the reasons why explained to the child. Staff should not show students their personal social media profile pages, nor allow any student to use their personal computers or show them any materials, including photos and videos that are stored on their personal computers. Staff should adhere to this policy both during and after the end of their contract with Values Sport Events.

**Staff Accommodation:**

Accommodation is provided for all staff in single sex boarding houses where bathroom facilities are shared with students. Staff should adhere to the following points:

- No male staff should enter the female boarding houses and vice versa. It may become necessary for a member of staff to enter the opposite gender’s boarding house, for example in a medical emergency, or for the Camp Director to deal with a serious welfare or disciplinary issue. In such cases the member of staff should at all times be accompanied by a colleague of the “correct” gender and care should be taken before entering any areas or rooms that the student(s) are in an appropriate state to receive the staff member of the opposite sex.

- The washing facilities should be used by staff at times when the students are not in the boarding houses, and all staff rotas allow for free time during student coaching/teaching/activity sessions. All washing facilities have cubicles that are made private by curtains or screens, which should be used at all times. Staff should be fully clothed whilst walking between their bedrooms and the washing facilities.

- Bedrooms do not have lockable doors and staff should be aware that a student might enter a room at any time and behave accordingly.

- Valuable items and medication should not be left in unattended bedrooms. Such items should be stored in the centre office and/or centre medical office.

STAFF EMPLOYMENT

Vetting Checks

References: Two confidential references must be provided. Referees will be asked specifically about the applicant’s suitability to work with children and whether there have ever been any concerns about work with children and young people

Identity Checks: The original documents of all forms of ID will be seen either by a managing director or camp director. Applicants who are unable to provide these prior to the start of their contract must do so as soon as they arrive on site and before taking up appointment.

Qualification Check: Applicants will be asked to provide any academic or vocational qualifications as required for the position he/she has applied for. Applicants who are unable to bring these to the interview must provide these as soon as they arrive on site and before taking up appointment.

DBS Disclosure: An Enhanced Disclosure and Barring Service check (DBS) should be provided you any British or UK based employees.

For any applicants who are not resident in the UK a Police Certificate of Good Conduct will be obtained, according to the process that is in place in the country of residence.

For candidates who have a criminal record or other notification on the DBS Check or Police Check, further information will be sought from the applicant. A decision as to whether to proceed with employment will be made by the Managing Director that depends on the nature of the offence and whether it would have a negative bearing on the applicant’s suitability for working with children.

No applicant will work without appropriate legislation.

For any applicant whose DBS or Police check has not arrived or is not able to be obtained before the start of his/her employment, unsupervised access to the students will not be allowed until a satisfactory check has been obtained. This will be achieved by implementing the following procedures:

* A third reference will be requested
* Coaches will coach in sight of other staff
* Teachers will only teach with the door open and the DOS will maintain a frequent presence in the corridor throughout the lesson
* Staff will be accommodated off site or in parts of the facility that children do not access and will not have unsupervised access to student accommodation areas; staff will not undertake any supervisory duties in the accommodation

Conditional Offer An offer of employment will be sent out which clearly states that the offer is subject to passing certain pre-employment checks. These are:

* Two satisfactory references
* A successful enhanced DBS check and/ or overseas Police Check (for non UK residents)
* Proof of identity

WELFARE AND IMPLEMENTATION OF SAFEGUARDING

**Security and tracking**

Pupils will be registered at the start of every day, at bed time and a check will also be done on commencement of each session.

During excursions pupils will be registered:

* Before departure
* On the coach at departure
* At the excursion drop off
* On return to camp
* On the Bus before return to camp

What to do if a child is missing during registration onsite:

Any child missing from registration should be reported to the site office immediately. The Administrator and/or Camp Director will then call the child’s mobile phone (if known to have one) before organising a search for the child. Bedrooms, friends’ bedrooms and bathrooms are checked first, followed by a wider search of boarding houses and the rest of the site. Parents, police or other local authorities are contacted if necessary.

What to do if a child is missing during registration offsite:

Any child missing from registration should be reported to the Camp Director immediately. The Excursion Supervisor will then call the child’s mobile phone (if known to have one), ask friends and organise a search for the child. Parents / guardians will be informed and if appropriate the police or other local authorities. All children are required to provide their Group Leader with a mobile phone number on which they can be contacted during off-site excursions, whether this is their own or that of a friend. Children off-site have the duty phone number.

**Concerns about poor practice**

Please refer to public interest disclosure policy (whistle blowing).

**Internal enquiries and suspension**

• The DSL will make an immediate decision about whether any individual accused of abuse should be temporarily suspended pending further Police and Children’s Services inquiries. In some cases this will be an immediate suspension; in the event of suspension the Company will appoint someone to support and advise the employee. The employee should also contact his/her professional organisation.

• Irrespective of the findings of the social services or police inquiries the Company’s Disciplinary Committee will assess all individual cases to decide whether a member of staff or volunteer can be reinstated and how this can be sensitively handled. This may be a difficult decision; particularly where there is insufficient evidence to uphold any action by the police. In such cases, the Company’s Disciplinary Committee must reach a decision based upon the available information which could suggest that on a balance of probability; it is more likely than not that the allegation is true. The welfare of the child should remain of paramount importance throughout.

**Support to deal with the aftermath of abuse**

• Consideration should be given to the kind of support that children, parents and members of staff may need. Use of helplines, support groups and open meetings will maintain an open culture and help the healing process. The British Association for Counselling Directory is available from The British Association for Counselling, 15 St John’s Business Park, Lutterworth, Leicestershire, LE17 4HB, Tel: 01455 883300, E-mail: bacp@bacp.co.uk, Internet: www.bacp.co.uk

• Consideration should be given to what kind of support may be appropriate for the alleged perpetrator

**Allegations of previous abuse**

• Allegations of abuse may be made some time after the event (e.g. by an adult who was abused as a child or by a member of staff who is still currently working with children)

• Where such an allegation is made, the Centre Manager should follow the procedures as detailed above and report the matter to the Company’s Head office and Children’s Service and the Police. This is because other children, either within or outside sport, may be at risk from this person. Anyone who has a previous criminal conviction for offences related to abuse is automatically excluded from working with children. This is reinforced by the details of the Protection of Children Act 1999.

SUPPORT

**Support for staff**

• Education Support Partnership - www.educationsupportpartnership.org.uk providing mental health and wellbeing support services to all education staff and organisations

• Professional Online Safety Helpline - www.saferinternet.org.uk/helpline

• Forced Marriage Unit - https://www.gov.uk/guidance/forced-marriage how to protect, advise and support victims of forced marriage – information and practice guidelines for professionals

**Support for students**

• NSPCC - www.nspcc.org.uk children's charity fighting to end child abuse

• ChildLine - www.childline.org.uk help anyone under 19 in the UK with any issue they’re going through

• Papyrus - www.papyrus-uk.org national charity dedicated to the prevention of young suicide

• Young Minds - www.youngminds.org.uk metal health support for all young people)

• The Mix - www.themix.org.uk UK’s leading support service for young people

• Kidscape - www.kidscape.org.uk bullying support

**Support for adults**

• Family Lives - www.familylives.org.uk support for all aspects of family life

• Crime Stoppers - www.crimestoppers-uk.org anonymous crime reporting and guidance

• Victim Support - www.victimsupport.org.uk free and confidential support victims of any crime

• The Samaritans - www.samaritans.org charity dedicated to the prevention of suicide

• Mind - www.mind.org.uk mental health support

• NAPAC - napac.org.uk National Association for People Abused in Childhood

• MOSAC - www.mosac.org.uk supporting non-abusing parents / carers of sexually abused children

• Action Fraud - www.actionfraud.police.uk UK’s national reporting centre for fraud and cybercrime

**Support for Learning Disabilities**

• Respond - www.respond.org.uk trauma and abuse support for people with disabilities and their families

• Mencap - www.mencap.org.uk support for people with learning disabilities

**Domestic Abuse**

• National Domestic Violence Helpline - 0808 2000 247

• Refuge - www.refuge.org.uk for women and children, against domestic violence

• Men’s Advice Line - www.mensadviceline.org.uk advice and support for men experiencing domestic violence and abuse

• Mankin - www.mkcharity.org Sussex-based support for men who have been affected by unwanted sexual experiences

**Sexual Abuse and Child Sexual Exploitation**

• Stop it Now! www.stopitnow.org.uk child sexual abuse prevention campaign and helpline; run by the Lucy Faithfull Foundation (www.lucyfaithfull.org.uk),the only UK-wide charity dedicated solely to tackling child sexual abuse

• Parents Protect - www.parentsprotect.co.uk to help parents and carers protect children from sexual abuse and exploitation

• CEOP - www.ceop.police.uk Child Exploitation and Online Protection command

• Marie Collins Foundation - www.mariecollinsfoundation.org.uk to help children who suffer sexual abuse and exploitation via internet and mobile technologies

• Internet Watch Foundation - www.iwf.org.uk to anonymously report child sexual abuse content and have images of child sexual abuse removed

**Online Safety**

• Childnet International - www.childnet.com (to help make the internet a great and safe place for children): • UK Safer Internet Centre - www.saferinternet.org.uk online safety tips, advice and resources to help children stay safe online

• Parents Info - www.parentinfo.org help and advice for families in a digital world

• Internet Matters - www.internetmatters.org helping parents keep their children safe online

• Net Aware - www.net-aware.org.uk parent’s guide to social networks their children use

• Get safe Online - www.getsafeonline.org UK’s leading source of unbiased, factual and easy-to-understand information on online safety

**Radicalisation and hate**

• Educate against Hate - www.educateagainsthate.com practical advice and information for teachers and parents on protecting children from extremism and radicalisation

• Counter Terrorism Internet Referral Unit - www.gov.uk/report-terrorism report online material promoting terrorism or extremism

• True Vision - www.report-it.org.uk information about hate crime or incidents and advice on how to report it