

Contacts

Social Work and Health Department

Out of Hours01382 432270

Angus Council ACCESS Line08452 777 778

Tayside Police Headquarters01382 223200

Person Responsible for Child and Vulnerable Adult Protection

National Child Protection Line0800 022 3222

ParentLine Scotland08000 28 22 33

ChildLine Scotland0800 1111

NSPCC Child Protection Helpline0808 800 5000

Good Practice Guidelines.....www.childprotectioninsport.org.uk

Remember: If a child or vulnerable adult is in immediate danger or risk of harm call the Police/Social Work without delay.

It is not your duty to investigate this should be left to the social work department and/or the Police

It is your responsibility to record and report concerns

Always seek advice if you are unsure

September 2009



Angus Code of Conduct for the Protection of Children and Vulnerable Adults

QUICK GUIDELINES

Leisure Services

www.angus.gov.uk/leisure

Create a safe environment for children and vulnerable adults in sport

Angus Code Of Conduct For The Protection Of Children And Vulnerable Adults

Always:

- Make sport fun, enjoyable and promote fair play
- Treat all children and vulnerable adults fairly, with dignity and respect
- Be a positive role model
- Give enthusiastic and constructive feedback
- Ensure any form of manual handling or physical support is required for a child or vulnerable adult, it is provided openly, the child or vulnerable adult is informed of what is being done and their consent is obtained
- Involve parents, guardians and carers where possible
- Challenge bullying, discriminatory or unacceptable behaviour
- Follow council guidelines for use of all photographic equipment and trips away from home or overnight stays
- Promote independence whilst ensuring that the needs are adequately met for each child and vulnerable adult
- Ensure that you have emergency contact details for all children and vulnerable adults and that these are easily accessible
- Remember your 'Duty of Care' when at events

Avoid:

- Having favourites
- Excessive training and/or competition
- Spending excessive amounts of time alone with children and vulnerable adults
- Taking children or vulnerable adults home with you
- Where possible, doing things of a personal nature with a child or vulnerable adult that they can do for themselves. Any support should be provided in a way that respects their views and rights to privacy.
- Being on your own with children & vulnerable adults

Never:

- Engage in sexually provocative games (e.g. horseplay), rough or physical contact except where permitted within the rules of the game or competition
- Form intimate emotional or physical relationships with children or vulnerable adults
- Make sexually suggestive comments to a child or vulnerable adult, even in fun
- Demonstrate inappropriate language, e.g. sexual or discriminatory remarks or allow these to remain unchallenged
- Reduce a child or vulnerable adult to tears
- Let allegations that are made by a child or vulnerable adult go unchallenged, unrecorded or not acted upon
- Jump to conclusions about others without checking the facts

Safe Practice In Unforeseen Circumstances:

If any of the following happen, you should report them immediately to the person responsible for Child and Vulnerable Adult protection, or your line (facility) manager and record, sign and date the details. Parents, guardians or carers should also be informed.

- If you accidentally hurt a child or vulnerable adult
- If a child or vulnerable adult misinterprets your actions

If A Child Or Vulnerable Adult Discloses To You About Abuse

1. Most importantly stay calm, REALLY LISTEN to them and do not interrupt unnecessarily
2. Emphasise to the child or vulnerable adult that he/she is not to blame and that he/she was right to tell. However, also indicate that you cannot keep the information a secret
3. Avoid probing for more information than is needed, but ensure any questions are open-ended and non-leading.
4. Take what they say seriously.
5. Endeavour not to show shock or distaste and never talk about your own or another person's similar experience in response to the disclosure
6. Write down everything the child or vulnerable adult told you, using their own words, then report to the person responsible for Child and Vulnerable Adult protection, or your line (facility) manager as soon as possible. They will then take the necessary action.
7. If the person responsible for Child and Vulnerable Adult protection or line manager are not available call the police/social work without delay.

If You Suspect Abuse Or Receive An Allegation About Any Adult Or Child

1. Remember that the welfare of the child is paramount.
2. Record, sign and date any information that may be of help. Pass the information to the person responsible for child and vulnerable adult protection or your line (facility) manager as soon as possible.
3. If the officer or line manager are not available call the police/social work without delay.

Create a safe environment for vulnerable adults and children in sport