



# CHILD SAFEGUARDING & PROTECTION POLICY

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# Child Safeguarding and Protection Policy

The North East Ju Jitsu and Kobudo Association is an established Martial Arts Association and have associated clubs throughout the North East.

A significant percentage of its members are under the age of 18, and NEJJKKA recognizes its obligation to make provision for children and young people. It acknowledges the responsibility it has to ensure the welfare of the child or young person is paramount.

NEJJKKA believes in the principle that all children have the right to protection from abuse whatever their age, gender, disability, culture, language, ethnic origin, religious beliefs and /or sexual identity. All suspicion's and allegation's of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.

Abuse can occur anywhere, in the home, school, outdoor areas, and sports clubs, unfortunately there are some individuals who will seek to be where children are simply to abuse them.

Effective sharing of information is an essential part of safeguarding, if you are unsure or need any advice please contact NEJJKKA Welfare Officer.

Throughout this document the North East Ju Jitsu and Kobudo Association will be referred to as NEJJKKA.

\*\* A child is defined as any young person under the age of 18, (The Children Act 1989 & 2004)

## **Policy Statement**

NEJJKKA has a duty of care to safeguard all children involved in Ju Jitsu from harm, all children have a right to protection and the needs of disabled children whom may be particularly vulnerable must be taken into account, participation in martial arts can and does provide valuable life experiences, it offers significant opportunities for children to develop social skills, enhance self-esteem, build confidence, work together and develop leadership qualities. The majority of these opportunities rely heavily on adult involvement. NEJJKKA will strive to ensure the safety and protection of all children who take part in the sport by adhering to the child protection guidelines adopted by NEJJKKA.

## Policy Aims

- The aim of NEJJKA child protection policy is to promote good practice.
- Providing guidelines to ensure children and young people can participate, enjoy activities, fulfil their potential and feel safe whilst in the care of clubs affiliated to NEJJKA.
- The policy is also designed to protect those who work with the young people in clubs from unfair accusations, by promoting good practice within our clubs.
- Allow all members of NEJJKA to make informed and confident responses to specific child protection issues by setting out procedures to be followed.

## What is Child Abuse?

It is generally accepted that there are five main areas of abuse:

**Neglect:** the failure to meet a child's basic physical or psychological needs is likely to result in the serious impairment of a child's health and development. Neglect can include failing to provide food, shelter, affection, and attention a failure to protect from physical harm or danger, a failure to access medical care or treatment.

***In the context of Ju Jitsu this could include an instructor failing to ensure that children are safe, or exposing children to an unnecessary risk of injury***

**Physical Abuse:** this may involve hitting, shaking, burning, suffocating, or otherwise causing physical injury to a child.

***In the context of Ju Jitsu this could include the type and intensity of training imposed by the instructor and is beyond the child's capability and developmental stage.***

**Sexual Abuse:** This involves adults or other children forcing or enticing a child to take part in sexual activities whether or not the child is aware of what is happening, sexual abuse may and can also include viewing sexual pictures, or images. If you engage in an intimate or inappropriate relationship with a young person (under 18 years of age) will be seen as an abuse of a "position of trust" and will result in disciplinary action. In certain circumstances the "abuse of trust" is a criminal offence Sexual Offences Act 2003.

***In the context of Ju Jitsu physical contact in martial arts could potentially create situations where sexual abuse can go unnoticed, at times physical contact may be essential for safety reasons, formal guidelines should be followed.***

**Emotional Abuse:** Persistent lack of love and affection; where a child may be shouted at, threatened or taunted, made to feel worthless by imposing inappropriate expectations on them.

***In the context of Ju Jitsu this may include pressure from coaches, and or parent to succeed, constant criticism unrealistic expectations, racial or abusive remarks constitute emotional abuse and can also be a feature of bullying.***

**Bullying:** Is deliberately hurtful behaviour usually repeated over a period of time, it can be verbal, written or physical and can include physical assaults, name calling, taking possessions, using racial or derogatory comments and unwanted physical contact. **Please refer to NEJJKA anti bullying policy.**

***In the context of Ju Jitsu this can occur when an instructor singles a child out for persistent criticism or humiliation, a parent who pushes a child too hard to achieve, other children in a club who seek to make the activity difficult or unpleasant for another child.***

## **The Effects of Abuse**

Abuse in whatever form can affect children at any age, and can be so damaging that it may follow that child into adulthood, an abused child may find it difficult, or impossible to maintain a stable trusting relationship, they may become involved in destructive behaviours such as self-harm, prostitution, suicide.

## **Recognition of Abuse**

NEJJKA are not experts in the recognition of child abuse but if concerns arise it is important to do something about it, it is not the responsibility of coaches to decide that child abuse has occurred but it is their duty to act on any concerns and report them.

## **Indicators of Abuse may include:**

- Unexplained or suspicious injuries such as bruises, cuts or burns, particularly if situated on parts of the body not prone to such injuries.
- An injury for which the explanation seems inconsistent.
- A child describes what appears to be an abusive act towards them.
- Someone else another adult or child expresses concerns about the welfare of another child.
- Unexplained changes in behaviour e.g., becoming withdrawn or displaying sudden outbursts, displaying aggression.
- Inappropriate sexual awareness, the use of sexual language.
- Engages in explicit behaviour during class activities
- Distrust of adults, especially those with whom a close relationship would normally be expected.
- Has difficulty making friends.
- Is prevented from socialising with other children.

- Variation in appearance, dirty, unkempt.
- Loss of weight for no apparent reason.

This list is not exhaustive and the presence of one or more indicators is not proof that abuse is actually taking place, it is not the responsibility of NEJKA members to decide if child abuse is happening but it is their responsibility to act on any concerns, **never assume that someone else has acted on the information, safeguarding is everyone's priority and should not be one person's responsibility.**

### **Responding to Disclosure, Suspicions and Allegations:**

Disclosure: a child may try to tell a person directly about abuse or give information regarding another child, the person receiving this information should:

- React calmly.
- Tell the child they are not to blame and it was right to tell.
- Take what the child says seriously, recognising that there may be difficulties in interpreting what is said by a child with speech or language differences or difficulties.
- Keep questions to a minimum to ensure a clear and accurate understanding of what has been said.
- Reassure the child, but do not make promises of confidentiality that cannot be kept, make a full written record of what has been said, seen or heard as soon as possible.

### **Recording Information:**

Keep it simple, things to include:

- The nature of the allegation.
- A description of any injuries.
- The child's account.
- Witnesses to any incidents.
- Any times, dates or other relevant information.
- A clear distinction between fact, opinion or hearsay.
- Refer the information as soon as possible.

### **Do Not:**

- Panic.
- Allow expressions of shock to show.
- Probe for more information than is offered.
- Make assumptions.
- Make negative comments about the alleged abuser.
- Approach the alleged abuser.
- Make promises or agree not to tell anyone.
- Delay referring information to find out more details.
- Share information with others, who do not need to know.

- Investigate the disclosure.
- Lead the child.

### **Suspicious and Allegations:**

If you have any concerns you should report them, it is not the responsibility of NEJJKA to decide whether or not child abuse has taken place, however there is a responsibility to act on any concerns to protect children so that appropriate agencies can make the relevant inquiries and take any necessary actions.

There is always a commitment to keep any parent, guardians, carers informed about any initial concerns, however in some circumstances this could put a child at greater risk as this could be the alleged perpetrator.

### **What should you do?**

If you have information about a disclosure, suspicion or allegation, immediately report it in one of the following ways:

- **In a club setting:** inform the Senior Instructor and NEJJKA Welfare Officer Julie Anderson directly on **07542 38 77 62**.
- **In a school setting:** inform a person with the designated responsibility for child protection.
- **In a local authority setting:** inform the manager.
- **If no person from the above list is available you should take responsibility and contact your local Social Services department, you do not have to give your name but it is helpful if you do so.**
- **In all instances the information should be referred without delay and within 24 hours, do not take the decision to do nothing just pass on your concerns.**

### **Good Practice Guidelines**

Martial arts provide a great opportunity to improve children's self-confidence, develop and enhance individual skills and provide a progressive framework to allow children to maximize their potential.

To ensure that children are given the best possible experience within NEJJKA it is important that everyone works to the same ethical standards and provides exemplary role models of acceptable behaviour.

All NEJJKA members who work in any capacity with children should adhere to the following guidelines:

- Always **work in an open environment** avoiding situations where you may be alone with a child or completely unobserved.
- Ensure all **activities are age appropriate and** are within a child's capability.

- Make sure that **fun, enjoyment and respect for others** are key elements promoted during training.
- Put the **Welfare of a child first**, ahead of achieving goals or progress.
- Treat all children including young people with disabilities **equally** and with respect and dignity.
- **Avoid any unnecessary physical contact** with children. Where contact is deemed necessary ensure it is open and appropriate, gain permission, explain clearly the intention and use children of the same gender as yourself where possible.
- **Encourage parental involvement**, communicate regularly with parents, welcome them to watch training sessions encouraging them to take responsibility for their children in changing facilities.
- Coaches are in a position of trust in relation to children always maintain safe teaching practices.
- Be aware of any medical conditions, injuries or medication being taken that might affect a child's health whilst in your care.
- Ensure that **written parental consent** is obtained to act in "Loco Parentis" where the need may arise to administer first aid and or medical treatment.
- Keep a **written record of any injury** that may occur, together with any actions given.
- **Keep up to date** with technical skills, qualifications and insurance cover.
- **Be a good role model** to the young people you are teaching using the appropriate language around young people.

### **Practices to avoid**

- **Do not** spend excessive periods of time with an individual or child, especially if you keep taking them away from a group setting.
- **Avoid** transporting children alone in a car no matter how short the journey may be.
- **Do not** take children to your home where they can be alone with you.

If these situations are **unavoidable** due to circumstances that may put a child in danger, make sure that you have the consent from parents, guardians or cares to do so.

### **Poor practices that should never occur:**

- Engaging in rough, physical or sexually provocative games.
- Share a room with a child if you are attending events that require overnight stays.
- Allowing or engaging in any form of inappropriate touching.
- Allowing children to use inappropriate language, and not challenging this.
- Making sexually suggestive comments in front of children.
- Letting allegations, a child makes to go unchallenged, unrecorded and not acted upon.
- Reducing a child to tears as a form of control, using bullying tactics to get results.

- Doing things of a personal nature for children that they can do for themselves.
- Invite children to your home for extra training practice.

NB it may sometimes be necessary for coaches to do things of a personal nature for children particularly if they are young or have a disability. These tasks should only be carried out with the full understanding and consent of parent and the students involved. Avoid taking on the responsibility for tasks which you are not trained to do.

### **Incidents that must be recorded.**

If at any time a child is **injured, distressed**, appears to be sexually aroused by the actions of another this should be reported and recorded in writing, the parents of the child should also be informed.

### **Allegations against Coaches**

Allegations of child abuse can occur within any environment which can include sports, and could involve anyone, for example coaching staff, NEJKA will assure its coaches that it will support and protect anyone in good faith who reports any concerns, whether this is against another member of the coaching team, where there is a complaint against a coach there may be three types of investigation:

- A criminal investigation.
- A child protection investigation.
- A disciplinary or misconduct investigation.

The result of a police or child protection investigation may well influence the outcome of any disciplinary investigation.

### **Action if there are concerns:**

**Concerns about poor practice** if the allegation is clearly about poor practice the Welfare Officer or lead person in charge will deal with it as a misconduct issue.

**Concerns about abuse:** Any concerns that a child has been abused by a member of the NEJKA coaching team this must be reported to the Welfare Officer and Senior Coaching Team Immediately, this will then be reported to the relevant authorities.

### **Confidentiality:**

Every effort should be made to maintain the confidentiality for all concerned, information should be limited to those who need to know this includes:

- The NEJKA Welfare Officer.
- Parents of the alleged perpetrator of abuse.
- The person making the allegation.
- Police & Social Services.
- Senior Coaching Team within NEJKA.



- Social Services advice should be taken on who should approach the alleged perpetrator.
- All information should be kept secure with limited access too designated parties only.

### **Internal enquires and suspension**

The Welfare Officer along with the Senior Coaching Team will make an immediate decision about whether an individual accused of abuse should be temporarily suspended pending any Police or Social Services inquires. If you are the person who is at the centre of an allegation, the situation will be explained to you, and you may be asked to cease working with children and young people.

Irrespective of the outcome of any Police or Social Service's investigations NEJJKA will assess all individual cases to decide whether or not a coach can be reinstated and how this can be done sensitively. In cases where there has been insufficient evidence to uphold Police action a decision may be a difficult one, the welfare of children should always remain paramount.

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

Consideration should be given to the kind of support that children, parents, coaches may need. The use of helplines, support groups and open meeting will maintain an open culture and help the healing process, the NSPCC Website is a good source of information.

[www.nspcc.org.uk](http://www.nspcc.org.uk)

### **Allegations of previous abuse**

Allegations of abuse may be made sometime after the event, a coach may have left the organisation, where such an allegation is made NEJJKA will follow the same procedure and pass on any relevant details to the Police and Social Services as the person in question may still have access to children.

Individuals who have a previous criminal conviction for offences related to abuse may be excluded from working with children this is reinforced by the Protection of Children Act 1999.

### **Whistle Blowing**

NEJJKA will support anyone who reports any concerns relating to the welfare of a child or vulnerable adult, poor practice, in the first instance should consult the Welfare Officer, NEJJKA are committed to high standards of openness, accountability, honesty and integrity, all information received will be treat in confidence and only shared on a "need to know" basis with those who will be able to

manage and resolve the situation. On occasion it may be necessary to seek advice or inform statutory agencies.

### **Guidelines for the use of Photography,**

NEJKA are keen to promote positive images of children and young people in its organisation, however unfortunately we need to be mindful of children's confidentiality, as photographs may give away a child's location, consent will be obtained for images used on the NEJKA Facebook page, if you have any concerns please speak to the Welfare Officer.

**Please refer to NEJKA photography policy.**

This policy has taken into consideration guidelines and legislation including

- Every Child Matters 2003
- The Children Act 1989 & 2004
- The Protection of Children Act 1999
- Working Together to Safeguard Children 2010
- Sexual Offences Act 2003

### **Contact details**

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