



## Child Protection Policy

### 1 Fife AC Guidelines

Fife AC is fully committed to safeguarding the welfare of all children in its care. It recognises the responsibility to promote safe practice and to protect children from harm, abuse and exploitation. All members and volunteers will work together to embrace difference and diversity and respect the rights of children and young people.

This document outlines Fife AC's commitment to protecting children. The guidelines are based on the following principles:

- a child includes young people up to the age of 18;
- the welfare of children is the primary concern;
- all children, whatever their age, culture, disability, gender, racial origin, religious belief, socio-economic status have the right to protection from all forms of harm and abuse;
- child protection is everyone's responsibility;
- children have the right to express views on all matters which affect them, should they wish to do so;
- organisations shall work in partnership together with children and parents to promote the welfare, health and development of children.

### 2 Fife AC Approach

As a responsible Club, Fife AC will:

- promote the health and welfare of children by providing opportunities for them to take part in athletics safely;
- respect and promote the rights, wishes and feelings of children;
- promote and implement appropriate procedures to safeguard the wellbeing of children and protect them from abuse;
- recruit, train and support its members and volunteers to adopt best practice to safeguard and protect children from abuse and to reduce risk to themselves;
- require all members and volunteers to adopt and abide by this Child Protection Policy and these procedures;
- respond to any allegations of misconduct or abuse of children in line with this Policy as well as implementing procedures;

- observe guidelines issued by local Child Protection Committees for the protection of children;
- regularly monitor and evaluate the implementation of this Policy and these procedures.

### **3 Review**

The Policy and these procedures will be regularly reviewed:

- in accordance with the changes in legislation and guidance on the protection of children or following any changes within Fife AC;
- following any issues or concerns raised about the protection of children within Fife AC;
- in all other circumstances, at least every 3 years;

### **4 Code of Conduct for the Protection of Children within Fife AC**

A Code of Conduct is important because it:

- sets out what behaviour is acceptable and unacceptable;
- defines standards of practice expected from those to whom it applies;
- forms the basis for challenging and improving practice;
- helps to safeguard members and volunteers by encouraging them to adhere to agreed standards of practice;
- sets out for children and parents the standards of practice which they and the club should expect from all those who volunteer with children.

Fife AC supports and requires ALL members to observe the following standards of practice, including verbal and non-verbal actions when involved in activities with children.

All concerns about breach of this Code of Conduct will be taken seriously and responded to in line with Fife AC Complaints Policy, Disciplinary Procedure and/or Procedure for Responding to Concerns about Child Abuse.

#### **4.1 Good Practice**

- make athletics fun, enjoyable and promote fair play;
- treat all children equally, with respect, dignity and fairness;
- involve parents wherever possible;
- always work in an open environment, avoiding private or unobserved situations;
- put the welfare of each child first before winning or achieving performance goals;
- be an excellent role model including not smoking or drinking alcohol in the company of children;
- give enthusiastic and constructive feedback rather than negative criticism;
- recognise the developmental needs and capacity of children and avoid excessive training and competition;

- challenge unacceptable behaviour and language;
- follow guidelines regarding good practice when on trips and nights away;
- report all allegations and suspicions of abuse.

#### **4.2 Practice to be Avoided**

In the context of your role within Fife AC, the following practice should be avoided:

- spending excessive amounts of time alone with children away from others;
- taking children to your home or in your car where they will be alone with you;
- entering children's bedrooms on trips away from home, unless in an emergency situation or in the interest of health and safety. If it is necessary to enter rooms, alert the occupants by knocking and announcing your intention to enter. The door should remain open if possible.

#### **4.3 Practice Never to be Sanctioned**

In the context of your role within Fife AC, the following practices will never be sanctioned:

- unnecessary or inappropriate physical contact;
- having favourites;
- forming intimate emotional, physical or sexual relationships with children;
- permitting abusive peer activities (ridiculing, bullying);
- engaging in rough physical or sexually provocative games;
- making sexually suggestive remarks or gestures, even in fun;
- inviting or allowing children to stay with you at your home;
- allowing allegations made by a child to go unchallenged and unrecorded.

#### **4.4 Safe Practice in Unforeseen Circumstances**

If any of the following happen, you should report them immediately to another member and record, sign and date the details. Parents should also be informed.

- if you accidentally hurt a child;
- if a child misinterprets your actions;
- if you have to restrain a child.

It is not your responsibility to investigate allegations. It is your responsibility to refer to the Club's Welfare Officer.