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**Swinton & Worsley Community Chess Club Child And Vulnerable Adult Protection Policy**

N.B.-the term child/young person used this policy also applies to vulnerable adults.

**Introduction**

This policy applies to all club members, volunteers and visitors to the club (including parents and carers of children).

The purpose of this policy is:

* To protect children and young people who attend Swinton & Worsley Community Chess Club.
* To provide club members and volunteers with the overarching principles that guide our approach to safeguarding.

Swinton & Worsley Community Chess Club believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them.

**Legal Framework**

This policy has been drawn up on the basis of law and guidance that seeks to protect children. It has been written with reference to materials from the NSPCC website and to the English Chess Federation’s (ECF) Child Protection Policies.

**We recognise that:**

* the welfare of the child is paramount, as enshrined in the Children Act 1989
* all children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or abuse
* some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues

**We will seek to keep children and young people safe by:**

* valuing them, listening to and respecting them
* conducting appropriate risk assessments, adopting child protection practices through procedures and by following the ECF’s *Child Protection Code of Conduct for Staff and Volunteers* (https://www.englishchess.org.uk/safeguarding-children-policy/)
* sharing information about child protection and good practice with children, parents and volunteers
* sharing concerns with agencies who need to know, and involving parents and children appropriately
* recruiting volunteers safely, ensuring all necessary checks are made

**Procedures and Guidance**

**Recruitment of Volunteers**

There will be a sufficient number of volunteers (including, if necessary, parents with no chess experience) such that there will usually be at least two adults in any session, i.e*.* a child should not normally be alone with a single adult; this is especially pertinent to transport to and from away matches where there should be at least two adults per car unless the lone adult is legally responsible for the child/children being transported (e.g. father and son/daughter). Many of our volunteers have been DBS checked in relation to their work or other volunteering activities.

All contact with children for club activities is to be initiated via their parents/legal guardians.

**Photographs and Data Policy**

We will never normally use the personal details or full names (which means first name and surname) of any child or adult in a photographic image on our website or in any of our printed publications.

If we wish to use named photographs of individuals, we will not use the full name of that person in the accompanying text or photo caption without specific express permission from the parent or individual.

We will not include personal e-mail or postal addresses, or telephone numbers on our website or in printed publications without the individual’s permission.

We adhere to the expectations of the General Data Protection Regulations, so your data will not be shared with any outside bodies (and will in any case be in accordance with ourGDPR policy). "Blind copy" will be used in sending out emails to groups of people.

We may use group photographs or footage with very general labels, such as "junior coaching in progress", or "congress winners", etc.

We will only use images of children who are suitably dressed, to reduce the risk of such images being used inappropriately.

**Parental Responsibility**

Parents are responsible for transporting their children to and from the chess club and/or away matches unless pooled club transport is arranged (see above); any informal arrangement between parents is their responsibility.

**Website Content**

We endeavour to check the external sites that we link to but we are not responsible for their content. Please notify our Vulnerable Persons Officer if you find anything unsuitable.

**Code of Conduct for all helpers at Swinton & Worsley Community Chess Club**

Do treat everyone with respect.

Do provide an example you wish others to follow.

Do plan activities which involve more than one other person being present or at least are within sight or hearing of others. This applies to such activities as one-to-one training.

Do respect a young person’s right to privacy.

Do provide access for young people to talk to identifiable responsible adults about any concerns they may have. Deal with any concerns in a sympathetic and appropriate manner.

Do encourage young people and adults to feel comfortable and caring enough to point out attitudes or behaviour they do not like.

Do avoid situations that compromise your relationship with young people and are unacceptable within a relationship of trust.

Do remember that someone else might misinterpret your actions, no matter how well-intentioned.

Do recognise that caution is required even in sensitive moments of counselling.

Do recognise that children with differing abilities have differing requirements.

Do recognise that children from different backgrounds may have differing values.

Do NOT permit abusive peer activities (e.g. bullying, ridiculing).

Do NOT play physical contact games with young people.

Do NOT have any inappropriate physical or verbal contact with others.

Do NOT allow yourself to be drawn into inappropriate attention seeking behaviour such as tantrums.

Do NOT show favouritism to any individual

Do NOT make suggestive remarks or gestures even in fun.

Do NOT let suspicion, disclosure or allegation of abuse go unrecorded or unreported.

Do NOT rely on just your good name to protect you.

Do NOT believe ‘it could never happen to me’

Team captains should contact parents/carers of children to select them for matches.

**Notes on Unacceptable Behaviour by Children**

Participants should be encouraged to develop a sense of right and wrong behaviour.

Where unacceptable behaviour does take place, appropriate sanctions, decided by a consensus of responsible people present, should be applied to modify the behaviour.

Sanctions applied to each case should take account of the age and stage of development of the young person, be given at the right time, be relevant to the action and be fair.

The participant must always be told why the behaviour is unacceptable and the reasons for applying a particular sanction

Corporal punishment (smacking, slapping or shaking) is illegal and therefore must never be used. It is permissible to take necessary physical action in an emergency to prevent personal injury, either to the young person, other participants or adults, or serious damage to property

Participants should not be shouted at directly, though raising of the voice is permissible in instances where it is necessary to be heard

**Raising Concerns (Adapted from the English Chess Federation’s Policy)**

Local Contacts and Details:

Swinton & Worsley Community Chess Club’s Safeguarding Lead: Dr Simon Wright 0161-746-8758/07759814499

It is important that allegations are treated extremely seriously.

If the child is in immediate danger or they are injured then contact the emergency services 999.

It is important that there should be no delay in contacting either the Social Services or the police if someone thinks a crime may have been committed. Any individual can do this, 24 hours/day, it does not have to be the Safeguarding Lead.

If it is not thought that a crime has been committed but there is concern for a child’s welfare then the issue should be reported to the Safeguarding Lead within 24 hours. The Safeguarding Lead will contact the local Children’s Social Care Services (Social Services) for advice or to make a referral in the first instance and follow up with a written report within 24 hours. If the Safeguarding Lead is not available the individual raising the concern must do this. Safeguarding Lead may in addition contact the ECF Safeguarding Officer for advice; however, this must not delay contacting Social Services.

If there is no one else available to help, contact the police 101.

Ensure you keep a record of your concern and how you reported it. All information recorded is confidential. Please note that parents/carers should not be spoken to if the discussions may put the child at risk of harm