

# Sheffield Petanque Club

## SAFEGUARDING POLICY FOR CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS

### Statement

Shedfield Petanque Club is committed to the belief that all children, young people (under 18) and vulnerable adults have the right to be safe from harm and abuse, and that it is everybody's responsibility and the aim of this policy to ensure that all members of the club act appropriately in response to any concern for that safety. No child, young person or vulnerable adult will be treated less favourably than any other person on the grounds of age, disability, ethnic or national origin, gender, marital or parental status, political belief, race, religion or sexual orientation.

### Designated Person

In Shedfield Petanque Club, the Designated Person is Danny Corp, should he be subject to a complaint, another committee member may take on the role until the matter is resolved. Their responsibilities are:

- To be familiar with any safeguarding policy and procedures produced by the Shedfield Petanque Club.
- To ensure that club members are informed of all Shedfield Petanque Club safeguarding policies.
- To have responsibility to ensure protection and welfare issues in the Shedfield Petanque Club are followed and keep the club committee appropriately informed of procedures and ongoing issues.
- To be available to offer advice and information within Shedfield Petanque Club on protection and welfare issues—making it clear how they can be contacted.
- To ensure that an individual case record is maintained of the action taken by the organization, the liaison with other agencies and any outcomes.
- To be able to offer information regarding counseling services (or other) available if required .

### Implementation

All Shedfield Petanque Club members have access to this policy via the clubs website.

### Procedures

Where there is reasonable suspicion that a child, young person or vulnerable adult is being abused at Shedfield Petanque Club or an accusation has been made whether by a child or adult, the first action should be to inform the Designated Person. Every fact known should then be recorded, and a copy given to the Designated Person. Every action

should then be taken to ensure that no further activities could cause harm. Wherever possible, the data recorded should include:

- The date and time of the incident or disclosure.
- The name, address and telephone number of the person involved, or making the disclosure.
- What is said to have happened, or what was seen and heard.
- When it occurred, and who else was there.
- What evidence that can be recorded.
- Who was involved in the incident, and what way.
- If a child, young person or vulnerable adult is able to say what happened, precisely what they said.

### Confidentiality

All suspicions and investigations are kept confidential and shared only with those who need to know.