



**SOUTH DURHAM**  
**G Y M N A S T I C S**

# **SAFEGUARDING POLICY**

South Durham Gymnastics  
Spennymoor Leisure Centre  
High Street  
Spennymoor  
Co.Durham  
DL16 6DB

Tel: 01388 811877

Email: [gym@southdurhamgym.co.uk](mailto:gym@southdurhamgym.co.uk)

REVIEW PERIOD	REVIEW DATE	SIGNED
Issue Date	April 2023	Management
Reviewed	October 2023	Management
Reviewed	September 2024	Management

## **The purpose and scope of this policy statement**

South Durham Gymnastics (SDG) is committed to supporting all young people to enjoy and excel in the sport and fully recognises that children need a safe, protective and nurturing environment if they are to fulfil their potential and remain in the sport.

SDG aims to achieve a high standard in the safeguarding of its members, and we aim to ensure safeguarding and promoting the welfare of children is a fundamental consideration in everything we do. We recognise that we have a duty of care towards young people and need to ensure that we offer a protective and child-friendly environment that gives parents reassurance that their children will be happy and safe.

South Durham Gymnastics Club works with children and families as part of its activities. These include: Recreational Gymnastics Classes, Squad Training Sessions, Baby and Toddler Sessions, Birthday Parties, Holiday Clubs, Workshops, Private Lessons and Competitions.

South Durham Gymnastics Club will endeavour to promote the highest standards of care for all members, parents, staff, volunteers and officials by:

- Observing and adopting Safeguarding Guidelines for the protection of children and vulnerable adults.
- Providing staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

### **We believe that:**

- Children and young people should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to operate in a way that protects them.

### **We recognise that:**

- The welfare of the child is paramount
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation 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
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

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

- Valuing, listening to and respecting them
- Appointing 3 trained Welfare Officers
- Ensuring that the best coaching practice guidelines are followed at all times.
- Using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- Sharing information about child protection and safeguarding best practice with children, their families, staff and volunteers via leaflets, posters, group work and one-to-one discussions
- Recruiting staff and volunteers safely, ensuring all necessary checks are made (ie DBS Screening)
- Providing effective management for staff and volunteers through supervision, support, training, and quality assurance measures
- Implementing a code of conduct for staff and volunteers
- Using our procedures to manage any allegations against staff and volunteers appropriately
- Ensuring that grievances or complaints are dealt with promptly and in accordance with the complaints policy.
- Ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- Recording and storing information professionally and securely, in line with data protection legislation and guidance.
- Having a zero tolerance level of poor practice, bullying or any other potential form of abuse.

## Welfare Officers

As a club, we have three trained Welfare Officers. The Welfare Officers have the designated responsibility for safeguarding. The Welfare Officers play a key role supporting child-centred practice and ensuring robust safeguarding arrangements are in place in the club. SDG remains fully committed to continually improving our safeguarding practice and support to help ensure gymnastics has a positive impact on all children in our sport.

It is the role of the Club Welfare Officer(s) to:

- Assist the club to put in place policies and implementation plans for safeguarding and promoting welfare.
- Be the first point of contact for club staff and volunteers, children and parents for any issue concerning safeguarding, poor practice or potential/alleged abuse.
- Make sure that children and their parents know who they can talk to if they have a welfare concern and understand what action the organisation will take in response.
- Ensure that all incidents are correctly reported.
- Ensure that all relevant club members access appropriate safeguarding training.
- Ensure that the procedures set out in the Safer Recruitment Policy for staff and volunteers are followed and all appropriate existing staff or volunteers have up-to-date Disclosure and Barring Service (DBS) disclosures.
- Maintain local contact details for Children's Social Care Services, the Police and Local Authority Safeguarding panels.
- Take the lead on responding to information that may constitute a child protection concern. This includes assessing and clarifying the information and making referrals to statutory organisations as appropriate, consulting with and informing the relevant members of the organisation's management, in line with the organisation's safeguarding policy and procedures.
- Ensure that codes of conduct are in place for club staff and volunteers/officials, children and parents.
- Advise club management on safeguarding issues.
- Ensure confidentiality is maintained and information is only shared on a genuine 'need to know' basis.
- Attend Club Management meetings to provide an update on safeguarding within the club environment.

Appointment to this role is subject to satisfactory vetting and barring checks.

### Club Welfare Officers:

Becca Armstrong, Melissa Spence, Alison Gargan

[welfare@southdurhamgym.co.uk](mailto:welfare@southdurhamgym.co.uk)

Becca: 07795095407 Melissa: 07930119288

Gym Main Office: 01388 811877

### NSPCC Helpline:

0808 800 5000 / [cpsu@nspcc.org.uk](mailto:cpsu@nspcc.org.uk)

### EXTERNAL SUPPORT SERVICE

#### County Durham Sport Safeguarding Team:

Designated Safeguarding Lead Officer: Becks Lippe - [becks.lippe@countydurhamsport.com](mailto:becks.lippe@countydurhamsport.com)

Deputy Safeguarding Lead Officer: Joe Armstrong - [joe.armstrong@countydurhamsport.com](mailto:joe.armstrong@countydurhamsport.com)

Sport Welfare Coordinator: Rowena Carr – [rowena.carr@countydurhamsport.com](mailto:rowena.carr@countydurhamsport.com)

### Supporting documents

This policy statement should be read alongside our organisational policies, procedures, guidance, and other related documents.

- Staff, Coaches & Volunteers – Codes of Conduct & Phone Use Policy
- Codes of Conduct (for parents, careers, children and young people)
- Photography Policy
- Safer Recruitment Policy
- Anti-Bullying Policy
- Complaints Policy
- Whistleblowing

- Health, Safety & Welfare Policy

**Suggested Review Date:** After significant changes, or annually

**Annual Review Date:** 1<sup>st</sup> October 2025

<b>Reviewed By:</b>	Becca Armstrong
<b>Date:</b>	19.09.2024
<b>Comments:</b>	Full document updated in line with SDG's affiliation with IGA
<b>Next Suggested Review Date:</b>	October 2025