

# ***SAFEGUARDING & PROTECTING CHILDREN***

## Why have we been asked to provide a Safeguarding Officer?

In line with [Government Guidance](#) and the NSPCC Children Protection in Sport Unit (CPSU) at the start of the 2015-2016 season all clubs (catering for junior and senior teams) will require a designated Safeguarding Officer. If you don't currently have a Safeguarding Officer in place for the 2015-2016 season then you can nominate a volunteer in the club to be the representative.

In order to ensure each club creates a safe and fun environment for young people (under 18 years) Safeguarding Officers will need attend the following courses by the start of 2016-17 season:

- Sports Coach UK Safeguarding and Protecting Children workshop ([LINK HERE](#))
- CPSU - Time to Listen Course. For more information click here ([LINK HERE](#))

Courses will be ran regionally and locally to ensure they are accessible as possible across the country.

As an appointed Safeguarding Officer you are required to undertake training to ensure that you understand can apply safeguarding procedures within your club. While it is appreciated that some Welfare Officers will be trained and experienced in child protection issues, the Time to Listen programme provides the opportunity to consider the role and responsibilities of CWOs and the action taken should any incident occur. Please note all participants need to have attended a Safeguarding and Protecting Children workshop prior to attending Time to Listen (details below).

Below is a diagram demonstrating timescales for enrolment as a welfare officer and training throughout the 2015-16 season.



**(AUGUST 2015)**  
**All Clubs to appoint a Welfare Officer during the affiliation process**

- - The club secretary will designate a welfare officer for their club.
- - The nominated welfare officer will receive an email, confirming their appointment
- - As the Welfare officer you then...
- Log into the Members area with your log-in
- - Confirm your details and which workshops attended, then either:
  - **A)** If you have attended one/both workshops you are required to upload evidence
  - **B)** If you are yet to attend one/both workshops during 2015-16 season see below

**Welfare officer to attend the Sports Coach UK Safeguarding and Protecting Children Workshop**

- Name - Sports Coach UK Safeguarding and Protecting Children Workshop
- For who? Welfare Officers and Coaches over 16 years.
- Cost - Approximately £30 per learner
- Duration - 3 hours (typically a week day evening)
- How to access - Visit [www.sportscoachuk.org/workshops](http://www.sportscoachuk.org/workshops)
- Course content - This workshop will raise your awareness of the tell-tale signs of abuse, and give you the tools and confidence you need to deal with any issues sensitively, appropriately and effectively should the need ever arise in your club.

**Welfare Officers to attend a CPSU Time to Listen Safeguarding Training**

- Name - CPSU Time to Listen Safeguarding Training
- For who? Club Welfare Officers
- Cost TBC per
- Duration 3 hours (Courses will run in each region throughout 2015-16)
- How to access - Volleyball England will communicate courses once confirmed, they will be accessible on [www.volleyballengland.org/courses](http://www.volleyballengland.org/courses)
- Course content - Learners will be able to:
  1. Identify the roles and responsibilities of a Welfare Officer
  2. Describe how the club welfare officer contribute to a positive environment for children and young people
  3. Explain how the club welfare officer role fits into the wider safeguarding environment
  4. Apply learning to case studies including sharing good safeguarding practice

**(AUGUST 2016)**  
**All Clubs to affiliate for 2016-17 season with trained Welfare Officer**

- Requirements
- Welfare Officers will need to provide evidence of attendance on the courses above
- Log onto the Welfare Officer profile Member Login
- Tick box to confirm attendance on workshops
- Upload certificates onto page
- Input expiry dates for workshops

