

# Leicestershire County Indoor Bowling

## Safeguarding Policy

The Safeguarding policy was issued as a joint policy document on behalf of the LLCIBA (Leicestershire Ladies County Indoor Bowling Association) and the LIBA (Leicestershire Indoor Bowling Association) having been originally agreed and approved at both association AGM's 2018.

The LLCIBA & LIBA have considered their responsibilities to the young people and adults at risk participating in bowls throughout our affiliated clubs and have produced the following **Safeguarding Adults at Risk and Child Protection Policy** and underpinning procedures in order to set out the standards we wish to uphold in providing activities for children and adults at risk and safeguarding the welfare of children adults at risk in our care.

LLCIBA & LIBA are affiliated to the National Governing Body, (EIBA) and the Association recognises the policies of their National Governing Body, as set in out in the "Safeguarding Bowls Guidelines".  
[www.safeguardingbowls.org/](http://www.safeguardingbowls.org/)

**NOTE! THIS POLICY WAS REVIEWED AUGUST 2020 AND ALL POINTS WITHIN THE POLICY ARE STILL CONSIDERED RELEVANT.**

**HOWEVER, ALL POINTS SHOULD BE VIEWED IN LINE WITH GOVERNMENT & EIBA GUIDELINES WITH REGARD TO COVID19.**

### 1. Policy Statement

- LLCIBA & LIBA each acknowledges its duty of care to safeguard the welfare of all young people (defined as those under 18) and Adults at Risk An Adult (a person aged 18 or over) who 'is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation'. (*Definition from the Department of Health 2002*)
- This could include people with learning disabilities, mental health problems, older people and people with a physical disability or impairment. It may also include victims of domestic abuse, hate crime and anti- social behavior. The persons' need for additional support to protect themselves may be increased when complicated by additional factors, such as, physical frailty or chronic illness, sensory impairment, challenging behavior, drug or alcohol problems, social or emotional problems, poverty or homelessness.

All young people and adults at risk have a right to protection, and have their particular needs taken into account.

LLCIBA & LIBA will therefore endeavour to ensure the safety and protection of all young people involved with the Association through the Child Protection guidelines adopted by the Management Committees of the Associations. It is the responsibility of all adults within the County to assist the Safeguarding Officers in this endeavour.

**1.1 Transport Policy.** All journeys involving under 18-year-old bowlers, attending County associated events, unless with a parent or guardian, must be logged. The completed log should be handed to the Club Welfare/Safeguarding Officer who should forward it to the County Safeguarding Officer at the end of the season.

In the event that this policy cannot be upheld for practical reasons, the travel details **MUST BE LOGGED** by the Team Captain / Event Organiser and made available for inspection by the County Safeguarding Officer on request and sent to the County Safeguarding Officer at the end of the indoor bowling season or by 30<sup>th</sup> April (whichever comes soonest).

For Affiliated Club Events, the Travel Log must be completed as above given to the Club Welfare/Safeguarding Officer and available for inspection by the County Safeguarding Officer on request.

## **2. Policy Aims**

- 2.1 To provide young people and adults at risk with appropriate safety and protection whilst in the care of the County and also help them to enjoy their experience of the sport of bowls.
- 2.2 To reassure parents that their children will receive the best practicable care possible whilst participating in activities within the County.
- 2.3 To provide support to County members and volunteers to make informed and confident responses to specific child protection issues and to fulfil their role effectively.

## **3. Principles**

- 3.1 The welfare of young people and adults at risk is paramount.
- 3.2 All young people and adults at risk, whatever their age, culture, disability, gender, language, ethnic origin and religious beliefs have the right to protection from abuse.
- 3.3 All Members and volunteers working in bowls have a responsibility to report (in confidence) concerns to their Club Welfare/Safeguarding Officer and escalate to the County Safeguarding officer if considered necessary.
- 3.4 All suspicions and allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.
- 3.5 Club Welfare/Safeguarding Officers and the County Safeguarding Officer MUST treat all such suspicions or allegations with complete care ensuring anonymity for all parties until such time as is appropriate to divulge any information, however discretion should be used and information should be limited to specific details ensuring as much anonymity as possible throughout.
- 3.6 Adults – Association members, volunteers, coaches, umpires and members will be supported to understand their role and responsibility regarding the duty of care and protection of young people by the Association and the National Governing Body.
- 3.7 Individuals will receive support through education and training, coordinated by the Association / National governing body to be aware of and understand best practice and how to manage any welfare or child protection issues that may come to light.
- 3.8 LLCIBA & LIBA will work in partnership with young people and parents to review and implement child protection and safeguarding procedures.
- 3.9 LLCIBA & LIBA policy and procedures are based on the above principles and UK and international legislation and government guidance and take the following into consideration:
  - a. The Children Act 1989 and 2004.
  - b. Working Together to Safeguard Children 2015.
  - c. The UN Convention on the Rights of the Child.
  - d. Any subsequent legislation relating to child protection would implicitly be incorporated into this document.
  - e. The Government guidance 'No Secrets', published in 2000, sets out a code of practice for the protection of adults at risk: [www.gov.uk/government/publications/no-secrets-guidance-on-protecting-vulnerable-adults-in-care](http://www.gov.uk/government/publications/no-secrets-guidance-on-protecting-vulnerable-adults-in-care) The Care Act (2014), which came into force from April 2015, sets out for the first time a legal framework for safeguarding adults. Each Local Authority must have a Safeguarding Adults Board (SAB) that includes the local authority, NHS and police. SABs must meet regularly, develop

shared safeguarding plans and publish an annual review of progress. SABs will carry out Safeguarding Adults Reviews in some circumstances relating to safeguarding failures. The Act also introduces a responsibility for Local Authorities to make enquiries and take any necessary action if an adult with care and support needs could be at risk, even if that adult isn't receiving local authority care and support.

- f. Human Rights Act 1998, the Mental Capacity Act 2005 and Public Interest Disclosure Act 1998
- g. Data Protection Act 1998, Freedom of Information Act 2000, Safeguarding Vulnerable Groups Act 2006, Deprivation of Liberty Safeguards, Code of Practice 2008
- h. The Mental Capacity Act 2005, covering England and Wales, provides a statutory framework for people who lack capacity to make decisions for themselves, or who have capacity and want to make preparations for a time when they may lack capacity in the future. It sets out who can take decisions, in which situations, and how they must go about this.

#### **4. Responsibilities and Communication**

- 4.1 LLCIBA & LIBA Safeguarding Policy will be available to all members, parents, staff, volunteers and participants.
- 4.2 The Policy will be reviewed every three years by the Management Committees and amended as appropriate. Guidance from Bowls National Governing Bodies will be sought as part of the review process.
- 4.3 The County Management Committees have responsibility for ensuring that the policy and procedures are implemented, including referring any appropriate disciplinary action to the national governing body as appropriate.
- 4.4 The Associations Safeguarding Officers have responsibility for responding to any allegations, concerns or child protection incidents, passing information to the appropriate National Governing Body and informing the appropriate County members where relevant.
- 4.5 Parents have a responsibility to work together with the club in implementing procedures and providing their children with the necessary information to keep themselves safe.

#### **5. Monitoring and review**

- 5.1 This policy will be reviewed one year after being introduced and then every three years or in response to significant new legislation.
- 5.2 The policy will be monitored in partnership with the national governing body (EIBA), and Bowling Development Alliance procedures.

#### **6. Documentation**

##### **6.1 Disclosure and Barring Service (DBS) Criminal Records Checks**

All Association members who are in "regular" activity should have a DBS check. To check if a member meets the eligibility criteria for a DBS please see the Safeguarding flowchart – appendix 1. To obtain a DBS please contact the EIBA Ltd. Tel: 01664 481900 or email: [joanneshore@eiba.co.uk](mailto:joanneshore@eiba.co.uk)

##### **6.2 Self-Disclosure Form**

To be used by all Association members who are irregularly involved in working with under 18 players.

##### **6.3 Under 18 Bowlers Consent Form**

For parents and/or guardians of any under 18 players in the Club.

##### **6.4 Event and Travel Log**

For Affiliated Club use for ANY EVENT involving under 18 players where transport is supplied. **See also Policy 1.1 Transport**

## 7. Procedures

### 7.1 Parents and / or Guardians for Junior (under 18) Bowlers

- Complete Safeguarding under 18 Bowlers Consent Form.
- Upon completion send this form to the Association Safeguarding Officer.

### 7.2 Other Event Organisers (Club)

- Provide all Parents and/or Guardians of Under 18 Bowlers with Safeguarding U18 Consent Form.
- Complete and Maintain Safeguarding U18 Event Travel Log (for all Events where an under 18 players are involved).

## Appendix 1 - Eligibility flowchart for a DBS check

