



Safeguarding Policy

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Lead Officer:	Theo Mayne and Louise Broadbent	
Ratified by:	Emma Campbell	
Version & Update Control Table		
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All relevant persons are required to comply with this policy and must demonstrate sensitivity and competence in relation to diversity in race, faith, age, gender, disability and sexual orientation. If you feel you are disadvantaged by this policy, please contact the Programme Manager and Head Coach, Theo Mayne who will actively respond to the enquiry.

1.0 Introduction

Mayne Allstars is a competitive cheerleading club that trains throughout the course of a season, for example the season runs; September – July (the following year).

Mayne Allstars works with a wide scope of athletes, coaches, volunteers, and other members from ages five.

We are committed as a sports club to protect and safeguard all children and young people.

2.0 Purpose

The purpose and scope of this policy statement is to protect and keep all children, athletes, members, staff, and volunteers safe. Mayne Allstars runs a safe and protected cheer club and it is in our best interest that we run as safe as possible whilst doing a sport we love.

3.0 Named persons for Safeguarding

Safeguarding Lead – Theo Mayne

Deputy Safeguarding Lead – Louise Broadbent

Mobile & Emergency contact – 07850418513 or 07488272540

Leeds safeguarding children's board (Mon to Fri 08am to 06pm) – 0113 376 0469

Social Care emergency duty team (out of hours) – 0113 376 0469 or childrensedt@leeds.gov.uk – it is important that you provide as much detail as possible during the call or email.

NSPCC helpline – 0808 800 5000

4.0 Signs and symptoms of abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent/carer fabricates the symptoms of, or deliberately induces illness in a child.

Emotional abuse may involve persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or "making fun" of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying, (including cyber- bullying) causing children frequently to

feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Sexual Abuse may involve forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may include non-contact activities, such as involving children in looking at, or in the production of, sexual online images, watching sexual activities, or encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Possible signs of abuse include:

- ✎ Unexplained or suspicious injuries such as bruising cuts or burns, particularly if situated on a part of the body not normally prone to such injuries or the explanation of the cause of the injury does not seem right.
- ✎ The child discloses abuse or describes what appears to be an abusive act.
- ✎ Someone else (child or adult) expresses concern about the welfare of another child.
- ✎ Unexplained change in behaviour such as withdrawal or sudden outbursts of temper.
- ✎ Inappropriate sexual awareness or sexually explicit behaviour.
- ✎ Distrust of adults, particularly those with whom a close relationship would normally be expected.
- ✎ Difficulty in making friends.
- ✎ Eating disorders, depression, self-harm, or suicide attempts.

5.0 What to do if you are concerned about a child

Stage 1

- ✎ Initially talk to a child/young person about what you are observing. It is okay to ask questions, *for example: "I've noticed that you don't appear yourself today, is everything okay?"* But never use leading questions.
- ✎ Listen carefully to what the young person has to say and take it seriously. Act at all times towards the child as if you believe what they are saying.
- ✎ It is not the responsibility of groups to investigate incidences of suspected child abuse but to gather information and refer only.
- ✎ Always explain to children and young people that any information they have given will have to be shared with others, if this indicates they and/or other children are at risk of harm.
- ✎ Notify the organisation's Named Person for safeguarding (above).
- ✎ Record what was said as soon as possible after any disclosure; the person who receives the allegation or has the concern, should complete pro-forma and ensure it is signed and dated. The contents of the pro-forma should include:
 1. Date and time of notification.
 2. Young person's name.

3. What was said.
4. Actions to be taken (both internal and external actions - based on the issues raised in the allegation. EG; Notify coach, lead safeguarding officer/ LADO).
5. Respect confidentiality and file documents securely.

Stage 2

The Named person(s) should take immediate action if there is a suspicion that a child has been abused or likely to be abused.

In this situation the Named Person should contact the police and/or the Duty and Advice Team. If a referral is made direct to the Duty and Advice team this should be followed up in writing within 24 hrs.

NB Parents / carers will need to be informed about any referral to Children & Young people's Social Care unless to do so would place the child at an increased risk of harm.

6.0 Safe Recruitment

At Mayne Allstars when it comes to recruiting volunteers, staff and coach's we have a strict policy when hiring for a role. Below are the steps we take when recruiting externals or promoting internals to a new role.

- ✶ All new applicants will have to fill out an application to apply for a role within Mayne Allstars the only role we offer is a senior or junior coaching role, this role comes with its own information and application form for the role and a face-to-face interview with head coach & program manager 'Theo Mayne'.
- ✶ We are committed to safeguarding and protecting all athletes. And once applicants have been successful and been given a role within Mayne Allstars, they MUST read all safeguarding and protection policies.
- ✶ All successful applicants MUST have a Standard or enhanced DBS check without this they will NOT be able to continue their role within Mayne Allstars.
- ✶ We ask all external applicants to provide us with at least two references.

7.0 Management & Supervision of Coaches/Staff and Volunteers

The management and supervision of coaches, staff and volunteers within Mayne Allstars is laid out below and will be adhered to at all times:

- ✶ No unqualified coach will be left unsupervised.
- ✶ Staff members and volunteers will stick to their area of expertise within Mayne Allstars.
- ✶ All must be DBS checked.
- ✶ All will respect the final say of the head coach of the programme.
- ✶ All must be aware of all our policies and procedures.
- ✶ All must be respectful to each other.
- ✶ Strictly no bad language to be used against another or athlete within the programme.

8.0 Allegations against staff

Inappropriate behaviour by coaches/volunteers could take the following forms:

Physical may include:

- ✶ intentional use of force as a punishment, slapping, use of objects to hit with, throwing objects or rough physical handling.

Emotional may include:

- ☛ intimidation, belittling, scapegoating, sarcasm, lack of respect for children's rights, and attitudes which discriminate on the grounds of race, gender, disability, or sexuality.

Sexual may include:

- ☛ sexualized behaviour towards athletes, sexual harassment, sexual assault, and rape.

Neglect: may include:

- ☛ failing to act to protect a child or children, failing to seek medical attention or failure to carry out appropriate/proper risk assessment etc.

If a child makes an allegation against a coach or volunteer the program manager should be informed immediately. The program manager should carry out an urgent initial consideration to establish whether there is substance to the allegation. The form below is given for the athlete to record the event.

9.0 Recording & managing confidential information

We are committed to manage confidential information safely all files will be stored in paper form under a lock and key and withing a safe online file. All files will be kept amongst those deal with the allegations. All files will be stored for up 15 years.

10.0 Reviewing Policy & Procedures

All committee members must review and sign off that they have read all our policies and procedures.

All committee members must understand the running of Mayne Allstars.

All our policies and procedures are found within our website and can be printed out upon request.

11.0 Further Information

All policies can be accessed online via our website. For further enquiries then please do not hesitate to contact Theo Mayne, Programme Manager and Head Coach on Theo.Mayne@mayneallstars.co.uk.

Louise Broadbent – MA Coach - Safeguarding Officer - admin@mayneallstars.co.uk – M: 07488272540

Tammi Matthews – MA Coach – Safeguarding Officer - admin@mayneallstars.co.uk – M: 07792839091

Jenna Wood – Welfare Officer - admin@mayneallstars.co.uk – M: 07591493276

Shyla Mayne – Welfare Officer - admin@mayneallstars.co.uk

Lisa Mayne – Trustee & Volunteer – admin@mayneallstars.co.uk

Emma Campbell – Trustee & Volunteer – admin@mayneallstars.co.uk