



Twisted Cheer & Dance Safeguarding Statement

Twisted Cheer and Dance acknowledges the duty of care to safeguard and promote the welfare of everyone, especially the children in our care and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice.

The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background, all children:

- ◆ have a positive and enjoyable experience of sport at Twisted Cheer & Dance in a safe and child centred environment
- ◆ are protected from abuse whilst participating in Cheerleading, Tumbling and Dance or outside of the activity.

Twisted Cheer & Dance acknowledges that some children, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

As part of our safeguarding policy Twisted Cheer & Dance will;

- ◆ promote and prioritise the safety and wellbeing of children and young people
- ◆ ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
- ◆ ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
- ◆ ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- ◆ prevent the employment/deployment of unsuitable individuals



- ◆ ensure robust safeguarding arrangements and procedures are in operation.

The policy and procedures will be widely promoted and are mandatory for everyone involved in Twisted Cheer & Dance. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

Monitoring

The policy will be reviewed a year after development and then every three years, or in the following circumstances:

- ◆ changes in legislation and/or government guidance
- ◆ as required by the Local Safeguarding Children Board, UK Sport and/or Home Country Sports Councils as a result of any other significant change or event.



Twisted Cheer & Dance Safeguarding Policy & Procedure

Twisted Cheer & Dance is committed to building a 'culture of safety' in which the children and young adults in our care are protected from abuse, harm, radicalisation and personal harm, and expects all staff, coaches and volunteers to share this commitment.

We have a number of policies and procedures in place that contribute to our safeguarding commitment which can be viewed in the policies section of our website. The Club will respond promptly and appropriately to all incidents or concerns regarding the safety of a child that may occur. The Club's child protection procedures comply with all relevant legislation and with guidance issued by the Local Safeguarding Children Board (LSCB).

There is a Child Protection Officer (CPO) available at all times while the Club is in session. The CPO coordinates child protection issues and liaises with external agencies (e.g. NSPCC, Social Care, and LSCB). The CPO will ensure the safeguarding policy is easily accessible to staff, coaches, volunteers, parents and athletes.

The Club's designated CPO is Benjamin Vasey. The Deputy CPO Kathryn Perry.

Twisted Cheer & Dance is committed to ensuring that the programme:

- ◆ Provides a safe, secure environment for children and young people where they feel valued and respected.
- ◆ Identifies children and young people who are suffering.
- ◆ Takes appropriate action to see that such children and young people are kept safe from harm.
- ◆ Raises the awareness of how important safeguarding children is to all coaching staff and of how they identify and report any safeguarding concerns.
- ◆ Staff members have good levels of communication.
- ◆ Checks that all adults coaching at Twisted Cheer & Dance have completed DBS checks.



In pursuit of these aims, Twisted Cheer & Dance will approve and annually review policies and procedures with the aim of:

- ◆ Raising awareness of issues relating to the welfare of children and young people and the promotion of a safe environment for the children and young people.
- ◆ Providing procedures for reporting concerns.
- ◆ Establishing procedures for reporting and dealing with allegations of abuse against members of staff.
- ◆ The safe recruitment of staff

Definitions and signs of child abuse:

- ◆ Please see the document (NSPCC Definitions and signs of child abuse) to know how to identify signs. <https://learning.nspcc.org.uk/research-resources/briefings/definitions-signs-child-abuse>

If abuse or suicidal thoughts/ suicide risk is suspected or disclosed

When a child makes a disclosure to a coach or volunteer, that coach will:

- ◆ reassure the child that they were not to blame, that it was good to disclose the information or thoughts and were right to speak out
- ◆ listen to the child and stay calm but not question them (no leading questions), so that the information is then a true account from the child.
- ◆ give reassurance that you will take action
- ◆ inform the child that they must pass the information on, but that only those that need to know about it will be told. Inform them of to whom they will report the matter. Pass on the information to the CPO or Deputy CPO
- ◆ record the incident as soon as possible (see Logging an incident below).

If a coach witnesses or suspects abuse, they will record the matter straight away using the Logging a concern form. If a third party expresses concern that a child is being abused, we will encourage them to contact Social Care directly. If they will not do so, we will explain that the Club is obliged to and the incident will be logged accordingly.



Logging a concern

All information about the suspected abuse or disclosure will be recorded on the Logging a concern form as soon as possible after the event. In recording you should confine yourself to the facts and distinguish what is your personal knowledge and what others have told you. Do not include your own opinions.

The record should include:

- ◆ date of the disclosure, or the incident, or the observation causing concern
- ◆ date and time at which the record was made
- ◆ name and date of birth of the child involved
- ◆ a factual report of what happened. If recording a disclosure, you must use the child's own words
- ◆ Include your name, signature and job title of the person making the record.

The record will be given to the Club's CPO who will decide on the appropriate course of action.

For concerns about child abuse, the CPO will contact Social Care. The CPO will follow up all referrals to Social Care in writing within 48 hours. If a member of staff thinks that the incident has not been dealt with properly, they may contact Social Care directly. For more serious concerns the CPO will contact the Police on the non-emergency number (101), or the anti-terrorist hotline on 0800 789 321. For urgent concerns the CPO will contact the Police using 999.

Confidentiality

Every effort should be made to ensure that confidentiality is maintained for all concerned. Information should be handled and disseminated on a need to know basis only. This includes the following people:

- ◆ Twisted Cheer and Dance's CPO.
- ◆ The parents of the child.
- ◆ The person making the allegation.
- ◆ Social Services/police.
- ◆ The alleged abuser (and parents if the alleged abuser is a child).
- ◆ Seek social services/ NSPCC advice on who should approach the alleged abuser.



All information should be stored in a secure place with limited access to designated people, in line with data protection laws.

Use of children's images for Twisted Cheer and Dance publicity, website, social media and press.

From time to time Twisted Cheer and Dance may use images of children to promote its activities through their website, social media, promotional materials such as posters/ flyers and press releases. Parents/guardians are asked to provide consent through our online Coach Consent form. Where consent is given consent for photographs to be taken, and/ or footage filmed during practices and performances for training, feedback and promotional materials relating to Twisted Cheer and Dance.

Allegations against staff

If anyone makes an allegation of child abuse or inappropriate behaviour against a member of the coaching team:

- ◆ The allegation will be recorded on a Staff Incident record form. Any witnesses to the incident should sign and date the entry to confirm it.
- ◆ The allegation must be reported to the Local Authority Designated Officer (LADO) in Hertfordshire. The LADO will advise if other agencies (e.g. police) should be informed, and the Club will act upon their advice. Any telephone reports to the LADO will be followed up in writing within 48 hours.
- ◆ Following advice from the LADO, it may be necessary to suspend the member of staff pending full investigation of the allegation.
- ◆ If appropriate, the Club will make a referral to the Disclosure and Barring Service.

Promoting awareness among staff

The Club promotes awareness of child abuse through its staff training.

The Club ensures that:

- ◆ the designated CPO has relevant experience and receives appropriate training in
- ◆ safeguarding and the Prevent Duty, and is aware of the Channel Programme and how to access it
- ◆ designated person training is refreshed every three years
- ◆ safe recruitment practices are followed for all new staff



- ◆ all staff have a copy of this Safeguarding policy, understand its contents and are vigilant to signs of abuse and neglect
- ◆ all staff are aware of their statutory duties with regard to the disclosure or discovery of child abuse.
- ◆ ensure safeguarding is a permanent agenda item at all staff meetings
- ◆ the Club's procedures are in line with the guidance in 'Working Together to Safeguard Children (2018)'

The DBS's barring process

1. Whenever new relevant information (such as a conviction or caution) becomes known, the information will be sent to the DBS. The DBS will consider this information, together with other information known on the individual, and decide whether it indicates that the individual poses a risk of harm to vulnerable groups. If so, the DBS will commence its barring process and the DBS will issue a disclosure certificate to the applicant with the barring information.
2. The applicant should be advised by the designated member of staff to make a representation to the DBS regarding the barring information. The DBS will assess the barring information and representation and decide whether to bar the applicant. If there is sufficient barring evidence, the applicant will be placed on either the Children's Barred List or the Vulnerable Adults Barred List or both depending on the offence. The applicant must then be removed from regulated activity.
3. The applicant has the right of appeal to a tribunal and must be advised of this right. Serious offences committed against vulnerable people will lead to automatic barring and the applicant will have no right to make representations or to appeal against a barring decision.

Virtual Training:

In response to the unprecedented situation, we have decided to move all training online until the situation around the Coronavirus Covid-19 allows us to return to the gym! These sessions will be coach led and will be run by our trained coaches, but necessitate some additions to our Safeguarding policies as set out below:

- ◆ Where the athlete is under 18, they must have permission to be online from a parent/ guardian through the online waiver agreement form.
- ◆ The athlete must wear suitable clothing - as in the gym and abide by the Code of Conduct



- ◆ Where an athlete is under the age of 16, an adult or responsible adult over the age of 18 must be in the house with them during the Virtual training.
- ◆ You must complete the Virtual Training in a communal space, such as a lounge/ dining room/play room.
- ◆ All safeguarding policies apply as they do in the gym including appropriate language and behaviour etc

Our safeguarding reporting is also unchanged, and remains as set out within this document, however we have added a few additions to cover online classes:

- ◆ A child inappropriately dressed, or in a state of undress on camera they may be disconnected or asked to leave the sessions, alongside contacting the appropriate parent/guardian.
- ◆ Where child that makes inappropriate comments on camera or makes a disclosure on camera normal safeguarding reporting procedures and next steps will be followed
- ◆ If a coach views or witnesses anything that raises a concern regarding abuse (including, but not limited to: the behaviour of another individual in the home that is witnessed on camera, something that is seen in the room that raises a safeguarding concern such as drug paraphernalia) This will be reported using current procedures.

Contact numbers

- ◆ Social Care (Hertfordshire): 0300 123 4043
- ◆ LADO (Local Authority Designated Officer): 01992 555420
- ◆ BSCP (Hertfordshire Safeguarding Children Partnership): 01992 588757 • Police: 101 (non-emergency) or 999 (emergency)
- ◆ NSPCC: 0808 800 5000

This policy was adopted by: **Twisted Cheer and Dance**

Date: 03/09/2021 -

To be reviewed: **03/09/2022**

Signed: **B.Vasey**