

## Bath Romans Wheelchair Basketball Club Safeguarding Policy



BRWBC	
Policy Name	Safeguarding Policy
Version	1.0
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Bath Romans Wheelchair Basketball Club (BRWBC) is committed to facilitating a safe, inclusive and welcoming environment across our activity.

We want to help better people's lives through the avenue of wheelchair basketball, whether that be through training, competition, outreach and events, to the benefit of our players and supporters.

Personal data is managed in line with BRWBC's umbrella organisation, Nova Sports and Coaching. Their Privacy policy can be found here: <https://www.novasportsandcoaching.co.uk/privacy-policy>

### 1. Definitions

Adult at Risk	Any person aged 18 or over who has needs for care and support (whether or not the local authority is meeting any of those needs) and is experiencing, or at risk of, abuse or neglect and as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect. An individual's level of vulnerability to harm may vary over time depending on the circumstances they are in and their needs at that time.
Alleged	Person against whom an allegation has been made
BRWBC	Bath Romans Wheelchair Basketball Club
Case File	The file of evidence relating to the allegation
Child or Young Person	Any individual under the age of 18 in England. All individuals under the age of 18 will be treated as a child or young person.
Complainant	The person making the allegation
Evidence	Facts or information that give further information regarding an allegation. Evidence can take a number of forms (including documents, emails, text messages, oral accounts of what happened that can then be reflected in statements, interviews). Evidence is used to prove facts, i.e. to prove that something happened.
Parent	Any person who has legal responsibility for a child or young person.
Participant	Any person involved in BRWBC activity.

Safeguarding Adults at Risk	Taking action to protect an adult’s right to live in safety, free from abuse and neglect. It is about working together to prevent and to stop both the risks and experience of abuse and neglect, while at the same time making sure that the adult’s wellbeing is promoted including, where appropriate, having regard to their views, wishes and feelings.
Staff and Volunteer	Anyone in a paid or voluntary role at BRWBC, including coaches and officials.
Witness	A person who sees an event take place.

Everyone who engages in wheelchair basketball has a legal and moral responsibility to:

- Protect children, young people and adults at risk from all forms of discrimination, abuse, exploitation and harm.
- Create and maintain a safe culture throughout our sport.
- Acknowledge that protecting children, young people and adults at risk is everyone’s responsibility.
- Put children, young people and adults at risk at the centre of decision-making processes.

Breaches of safeguarding may result in disciplinary action from BRWBC or British Wheelchair Basketball in line with the procedures outlined in the safeguarding policy.

## 2. Our Commitment to Members

Safeguarding children, young people and adults at risk is of paramount importance to BRWBC and we are committed to raising awareness and empowering everyone we engage with to recognise, respond, record, report and refer safeguarding concerns.

This policy is based on the following key principles:

- The welfare of children and adults at risk of harm is paramount.
- All participants regardless of ages, sex, ability, disability, ethnicity, religious belief and sexual identity have the right to protection from harm.
- All allegations, suspicions of harm and concerns will be taken seriously and responded to swiftly, fairly and appropriately.
- Everyone will work in partnership to provide a fun, inclusive and safe experience in our sport.

## 3. Our Commitment to being a Safe Sport

We commit to:

- Having strong leadership and governance which puts safeguarding at the heart of wheelchair basketball at the club.

- Developing a safe culture within BRWBC and all its activities.
- Implementing strategies and systems which prevent discrimination, abuse, exploitation or harm from occurring.
- Safer recruitment strategies to ensure we have the right people working in our sport.
- Providing training for our staff and volunteers to recognise, respond, report, record and refer safeguarding concerns.
- Listening to and consulting with children, young people and adults at risk.
- Having clear codes of conduct which set out our expectations of behaviour from coaches, officials, players and parent/carers.
- Ensuring our physical and online environments promote the safety and wellbeing for all children, young people and adults at risk.
- Ensuring that those working with children, young people and adults at risk know how to work safely and in line with the professional boundaries we outline in our Codes of Conduct.

## 4. Procedure Principles

BRWBC will ensure that:

- All allegations are investigated in a fair and reasonable manner.
- All parties to an allegation are treated with respect.
- All parties have a fair opportunity to present their views.

## 5. Definitions of Abuse

### Definitions of child abuse

The definitions below are taken from *Working Together to Safeguard Children - A guide to inter-agency working to safeguard and promote the welfare of children* (Department of Health, 2018). In addition, examples of how these concerns may arise within wheelchair basketball activities are given. These examples may also apply to an adult.

Children may be abused in a family or in an institutional or community setting, by those known to them or, more rarely, by a stranger for example, via the internet. They may be abused by an adult or adults, or another child or children.

<p><b>Physical Abuse</b></p> <p>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 or carer fabricates the symptoms of, or deliberately induces, illness in a child.</p>	<p><b>Examples of physical abuse in wheelchair basketball could be handling a participant deliberately roughly or hitting them as a means of control or punishment. It could include overplaying a player.</b></p>
<p><b>Emotional Abuse</b></p> <p>Emotional abuse is the 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 insofar as they meet the needs of another person.</p> <p>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.</p> <p>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.</p> <p>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.</p>	<p><b>Examples of emotional abuse in wheelchair basketball could be repeatedly humiliating or belittling a participant when they make a mistake or setting them drills that are above their age and/or ability and making them feel worthless when they fail.</b></p>
<p><b>Sexual Abuse</b></p> <p>Sexual abuse involves 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.</p> <p>They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.</p>	<p><b>Examples of sexual abuse in wheelchair basketball could be a coach developing a sexual relationship with a young person touching a young person in a sexually inappropriate way or targeting a child through text or social networking in order to form an inappropriate relationship with them. Sharing or asking for candid images by phones or the internet.</b></p>

<p><b>Neglect</b> 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. Once a child is born, neglect may involve a parent or carer failing to:</p> <ul style="list-style-type: none"> <li>• provide adequate food, clothing and shelter (including exclusion from home or abandonment)</li> <li>• protect a child from physical and emotional harm or danger</li> <li>• ensure adequate supervision (including the use of inadequate caregivers), or</li> <li>• ensure access to appropriate medical care or treatment.</li> </ul> <p>It may also include neglect of, or unresponsiveness to, a child’s basic emotional needs.</p>	<p><b>Examples of this in wheelchair basketball could include overtraining an athlete to the extent that they are very dehydrated or placing a child at risk of harm through making them train on with an injury.</b></p>
<p><b>Financial Abuse</b> Financial abuse in relation to children and young people could include:</p> <ul style="list-style-type: none"> <li>• child workers without pay</li> <li>• child’s belongings sold or missing</li> <li>• benefit claims for the child, which are not real and fabricated illness</li> <li>• misusing allowance/grants for children’s care</li> <li>• inappropriate cars that have been supported by allowances and Motability</li> </ul>	<p><b>Examples of this in wheelchair basketball could include a child’s basketball chair being sold without their knowledge.</b></p>

If any of the following incidents should occur, you should report them immediately to the Club Welfare Officer and/or Lead Safeguarding Officer and make a written record of what you have done, seen or heard. Parents/carers should also be informed of the incident if:

- you accidentally hurt a player
- they seem distressed in any manner
- a player appears to be sexually aroused by your actions
- a player misunderstands or misinterprets something you have said or done.

Other forms of abuse to be aware of:

<p><b>Hazing</b></p>	<p>Any rituals, initiation activities, actions or situations, with or without consent, which recklessly, intentionally or unintentionally endangers the physical or emotional wellbeing of participants.</p>
<p><b>Peer-on-peer abuse</b></p>	<p>Participants can be taken advantage of or harmed by their peers. Peer-on-peer abuse is any form of physical, sexual, emotional and financial abuse, and coercive control, exercised between individuals and within relationships (both intimate and non- intimate).</p>

<b>Infatuations</b>	Children and young people may develop an infatuation with a member of staff or volunteer who works with them. Such situations should be handled sensitively to maintain the dignity and safety of all concerned. Staff should be aware that in such circumstances, there is a high risk that words or actions may be misinterpreted and that allegations could be made against Staff or volunteer. They should therefore ensure that their own behaviour is above reproach.
<b>Radicalisation</b>	The aim of radicalisation is to inspire new recruits, embed extreme views and persuade vulnerable individuals to the legitimacy of a cause. This may be direct through a relationship, or through social media.
<b>Bullying</b>	Bullying is behaviour that hurts someone else such as name-calling, hitting, pushing, spreading rumours, threatening, or undermining someone.

### Forms of Abuse - Adults

<b>Self-neglect</b>	Neglecting to care for one's personal hygiene, health or surroundings, including behaviour such as hoarding.
<b>Modern slavery</b>	Encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.
<b>Domestic violence</b>	Any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged sixteen or over, who are or have been intimate with partners or family members regardless of gender or sexuality. This can encompass, but is not limited to; psychological, physical, sexual, financial, emotional abuse and so called 'honour' based violence.
<b>Discriminatory</b>	Abusive or bullying because of discrimination occurs when motivated by a prejudice against certain people or groups of people. This may be because of an individual's ethnic origin, colour, nationality, race, religion or belief, gender, gender reassignment, sexual orientation or disability. Actions may include unfair or less favourable treatment, culturally insensitive comments, insults and 'banter'.
<b>Organisational</b>	Neglect and poor care practice within an institution or specific care setting such as a hospital or care home, or where care is provided within an Adult at Risk's own home. This may range from one-off incidents to ongoing ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes or practices within an organisation.

<b>Physical</b>	This includes hitting, slapping, pushing, kicking, restraint, and misuse of medication. It can also include inappropriate sanctions
<b>Sexual</b>	This includes rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, indecent exposure and sexual assault or sexual acts to which the adult has not consented, or was pressured into consenting.
<b>Financial or material abuse</b>	Stealing from a vulnerable person, using them for financial gain, putting pressure on them about wills, property, inheritance or financial transactions, misusing or stealing their property, possessions or benefits. It may include depriving a person access to their money, property or assets. This might include inappropriate payments, or mismanagement of funds held or managed on behalf of athletes.
<b>Neglect and Acts of Omission</b>	This includes ignoring medical or physical care needs and failing to provide access to appropriate health social care or educational services. It also includes the withdrawing of the necessities of life, including medication, adequate nutrition and heating.
<b>Emotional or Psychological</b>	This includes threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

#### Four additional Types of Harm

<b>Cyber Bullying</b>	Cyber bullying occurs when someone repeatedly makes fun or another person online, or repeatedly picks on another person through emails or text messages. It can also involve using online forums with the intention of harming, damaging, humiliating or isolating another person. It includes various different types of bullying, including racist bullying, homophobic bullying, or bullying related to special education needs and disabilities. The main difference is that, instead of the perpetrator carrying out the bullying face-to-face, they use technology as a means to do it.
<b>Force Marriage</b>	This is a term used to describe a marriage in which one or both of the parties are married without their consent or against their will. A forced marriage differs from an arranged marriage, in which both parties consent to the assistance of a third party in identifying a spouse. The Anti-Social Behaviour, Crime and Policing Act 2014 makes it a criminal offence to force someone to marry.

<b>Mate Crime</b>	A “mate crime” is when “vulnerable people are befriended by members of the community who go on to exploit and take advantage of them” (Safety Network Project, ARC). It may not be an illegal act, but it still has a negative effect on the individual. A mate crime is carried out by someone the adult knows, and it often happens in private.
<b>Radicalisation</b>	The aim of radicalisation is to inspire new recruits, embed extreme views and persuade vulnerable individuals to the legitimacy of a cause. This may be direct through a relationship, or through social media.

## 6. Procedure

### Receipt of concern

The process begins with the receipt of a safeguarding concern. Concerns may be raised to anyone at the club and can be current or historical. This can then be passed on to the appropriate safeguarding leads.

The immediate safety of the child, young person or adult at risk will be determined. Where there is an immediate risk this should be escalated to the relevant emergency service and/or Local Authority Designated Person.

Details of the concern will be recorded using the Incident Form.

Dealing with a disclosure or suspicion of abuse can be distressing for all concerned. Whilst the priority must be the welfare and safety of the child, young person or adult at risk, it is also important to make sure that any member of staff, coach or volunteer has the right to advice and support following any involvement in a case.

### Sanctions

Once the incident has been dealt with, a sanction or recommendation may be necessary. This should be decided upon by the Welfare Officers in conjunction with the Club Committee.

Sanctions may include suspensions (including playing, supporting, attending, coaching, volunteering and more).

Recommendations may be given if poor practice has occurred. Examples may include re-training and education.



## 7. Reporting to the Disclosure and Barring Service

### England, Wales and Northern Ireland

The duty to refer to the DBS is met when an employer (includes those who volunteer) has dismissed or removed a person from regulated activity or would or may have if the person had not left, resigned, retired, been made redundant or moved to another position because the person has:

- Been cautioned or convicted for a 'relevant offence'. A 'relevant offence' for the purposes of referrals to the DBS is an offence that would result in the individual's automatic inclusion in the Children's or Adults' barred list.
- Engaged in 'relevant conduct'. 'Relevant conduct' is that which endangers or is likely to endanger children, young people or adults at risk.
- Satisfied the 'harm test.' The 'harm test' is met when an employer believes that an individual may harm, may cause to be harmed, may put at risk of harm, may attempt to harm or may incite another person to harm a child, young person or adult at risk.

Referrals to the DBS should be made once investigations and disciplinary processes are complete (even if the person has left their role). Referrals must be made even if a significant period has passed between the allegation and the gathering of evidence to support a decision to make a referral.

## 8. Bath Romans Welfare Officers

We have a dedicated Lead Welfare Officer to help respond to safeguarding concerns which arise. Our Lead Welfare Officer's contact details are:

**Name:** Kay Millar  
**Role:** Lead Welfare Officer  
**Email:** [welfarebrwbc@gmail.com](mailto:welfarebrwbc@gmail.com)  
**Phone number:** 07917137195

If you have a Safeguarding concern you can also contact:

**Name:** Alex Johnson  
**Role:** Assistant Welfare Officer/ Team Manager  
**Email:** [alex@novasportsandcoaching.co.uk](mailto:alex@novasportsandcoaching.co.uk)  
**Phone number:** 07805813840

Safeguarding concerns can be disclosed to any member of BRWBC.