

## **Responsibility for Child Safeguarding in Swim Wales**

The responsibility for child safeguarding within swimming lies with all adults who work with or have responsibility for children in our sport.

Below are details of those who have specific responsibilities for safeguarding children in swimming.

### Swim Wales Chief Executive

Swim Wales Chief Executive has the ultimate responsibility, together with the board, for child safeguarding.

It is the board that ratifies changes to Swim Wales law in respect of all matters including child safeguarding.

The Chief Executive is the only person in Swim Wales with power to suspend an individual, temporarily or for a specified term, from their Swim Wales membership in respect of a child safeguarding issue. He/she will do so on the advice of a Disciplinary Panel, the Independent Child Protection Officer for Swim Wales and the statutory agencies.

Swim Wales has prime responsibility for the formulation of regulations in the child safeguarding area and is also responsible for managing cases (in conjunction with ICPO) and for bringing disciplinary cases before Swim Wales's Disciplinary Panels.

### The Swim Wales Independent Child Protection Officer

Swim Wales has contracted support on a part time basis from a qualified and experienced Independent Child Protection Officer (ICPO) to advise and deal with cases of a child protection nature.

All Welfare Officers or members of Swim Wales can discuss concerns with the ICPO who will offer advice on action to be taken in

issues of child welfare and safeguarding. In certain situations the ICPO will become directly involved with the club and persons concerned.

Should the ICPO believe the advice given has been dismissed and in doing so the child safeguarding policy of Swim Wales has been breached by any club or individual the ICPO can raise a complaint to Swim Wales.

### The Swim Wales Swimline

The Swim Wales Swimline number found in section one is a number that anyone involved in swimming can contact and expect to be called back within 48 hours if a current phone number is left. The call may be returned by Swim Wales Welfare Officer or the ICPO.

At the request of Swim Wales the ICPO, can become directly involved with issues of a child safeguarding nature. They may meet with individuals or lead meetings with relevant persons in Swim Wales clubs in an attempt to resolve issues raised.

### The role of Swim Wales Welfare Officer

#### Core Tasks

- Assist the clubs to put in place Swim Wales Y Plant Policy and Procedures.
- Assist the clubs to put in place implementation plans for child protection.
- Be the first point of contact for staff and volunteers, young people and parents for any issue concerning child welfare, poor practice or potential/alleged abuse.
- Ensure that all incidents are correctly reported and referred out in accordance with Y Plant guidance guidelines.
- Ensure that all relevant members,

volunteers and staff have a CRB check and the opportunity to access appropriate child protection training.

- Ensure that Swim Wales Y Plant procedures for recruitment of staff and volunteers are followed and all appropriate existing staff or volunteers have up to date criminal records enhanced disclosures/self disclosures.
- Be aware of and have a note of contact details of the local Children's Social Care Team, the police and National Governing Body ICPO.
- Ensure that codes of conduct are in place for club staff, volunteers, coaches, competitors and parents.
- Attend the club management committee to advise on child protection issues as necessary.
- Ensure confidentiality is maintained and information is only shared on a "need to know" basis.

And

- Maintain an up to date list of welfare officers in all clubs
- Be available to assist the clubs as requested by the ICPO and as appropriate to the Club Welfare Officer's experience.

### Core Skills

- Child centered approach.
- Basic administration and record maintenance.
- Communication skills.
- Confidence in relation to referring cases externally.
- Ability to ensure policy and procedures are effectively implemented.

### Training Available

- Safeguarding Children in Sport Workshop. (Contact your NGB for details).

This course must be undertaken by all Club Welfare Officers.

- Time to Listen Training which must be undertaken by all Club Welfare Officers.

### Additional course available

- The "NSPCC Educare Preventing Bullying Behaviour". This web or paper based course delivers the key facts and essential information to help prevent bullying. The course is suitable for anyone within a club who works with children and young people. The cost is £28.50 plus VAT (prices correct as at February 2009). For further information please contact [www.educare.co.uk](http://www.educare.co.uk) or telephone 01926 436211.

**NOTE: The role of the club Welfare Officer is to be found in Section 2, Appointing a Club Welfare Officer.**