

# Children and Young People

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## Safe and Secure in Sport



**Action Plan**

## Key areas to be addressed in the action plan concerning child protection within the sporting context

### 1. Policy

Practice reflecting policy (action plan)

Monitoring and evaluation

Review

### 2. Communication

Dissemination of information

Awareness raising

### 3. Advice and Referral Contacts

At national level

At local level

### 4. Children's and young people's welfare and systems

Processes and procedures for sports organisations

### 5. Safe working practices and guidance

Examples of good practice

Guidance templates

### 6. Education and training

Support for named children's welfare individuals

Other key groups

### Key Target Groups

Children and young people

Parents

Coaches

Leaders/helpers/volunteers

Paid staff

Named children/young people officers

General public

Management boards/executives

## Foreword

In September 2000, CHILDREN 1ST and **sports**scotland organised a Consultation Seminar entitled Children: Safe and Secure in Sport. Participating sporting organisations emphasised their need for advice and guidance on how to protect children taking part in the physical activities offered by them.

The Child Protection in Sport Steering Group has listened to these concerns and with the advice and assistance of a number of agencies, has produced this Action Plan for the protection of children taking part in sport in Scotland.

The Action Plan represents our commitment to work together across Scotland to ensure that all organisations, offering sporting opportunities to children, do so in a manner that supports and protects children. It is based on the basic principles that children of all ages should be protected from harm and their rights and interests promoted.

The physical, emotional and social benefits to children who participate in sport are well recognised. Sport also provides support to children whose lives are affected by abuse, poverty, domestic violence, drug or alcohol misuse or the consequences of offending. The Steering Group hopes that all member organisations, who provide sporting opportunities to children, will sign up to the Action Plan to ensure that every child who takes part in sport does so in a safe and fun environment.

Ian Robson  
Chief Executive  
**sports**scotland

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Chief Executive  
CHILDREN 1ST

October 2002

# Children and Young People: Safe and Secure in Sport Action Plan

## Policy

### Section 1

Area	Outcome	Actions	Lead Responsibility	By when
1. Policy	<p>1.1 Produce a single policy that ensures that children and young people are safe and secure when they take part in sport in Scotland. The policy overview should be no more than a single A4 page that is easily circulated and understood to ensure maximum publicity and awareness.</p> <p>The policy should include:</p> <ul style="list-style-type: none"> <li>a) A statement asserting the value that sport places on the safety of children and young people</li> <li>b) A definition of what is meant in terms of safety</li> <li>c) A declaration of the extent of responsibility for ensuring this is delivered</li> <li>d) The requirement for clubs and other deliverers of sporting and recreational activities to have written policies and procedures</li> <li>e) What these policies and procedures actually mean.</li> <li>f) A contact point for enquiries.</li> </ul>	<p>1.1.1 Identify the partner organisations that should be involved in agreeing the policy</p> <p>1.1.2 Identify the partner organisations that should be made aware of its existence</p> <p>1.1.3 Named individual to write template policy.</p> <p>1.1.4 Within the policy, the various partner agencies should be referenced to indicate their involvement and give it credibility.</p>	<p>Development in partnership with main representative sport agencies in Scotland and organisations working within the child protection sector</p> <p><b>sportscotland</b></p>	<p>Oct 2002</p> <p>Oct 2002</p>

## Children and Young People: Safe and Secure in Sport Action Plan

### Communication and Awareness Raising

#### Section 2

Area	Outcome	Action	Lead Responsibility	By when
1. Currently general levels of information and awareness about the nature and extent of risk to children and young people in sport settings are low.	1.1 Those involved at all levels in sport should be aware of the importance of child protection and that keeping children safe is everyone's responsibility.	1.1.1. Develop an information and communication strategy for sport to raise awareness among children, coaches, parents and organisations about the nature and extent of risk and about where to seek advice and how to report concerns.	sportscotland/Children 1st.	Est. by Oct 2002  then Ongoing
2. The availability of materials and literature about child protection and keeping children safe is varied.	2.1 User friendly, at minimum cost, resources.	2.1.1 Produce information cards for adults and young people.		Jan 2004
3. There is currently a lack of knowledge about the profile and characteristics of potential abusers in sport.		3.1.1 Seek funding for research into risk to children in sport settings in Scotland.	sportscotland/Children 1st.	Ongoing

## Children and Young People: Safe and Secure in Sport Action Plan

### Advice and Referral

#### Section 3

Area	Outcome	Action	Lead Responsibility	By When
1. Advice and Referral	1.1 Establish systems for dealing effectively with allegations of child abuse or suspicions of poor conduct.	1.1.1 Easily accessed central point of contact for advice and further information	Agreement to appoint key officer	June 2002
		1.1.2 Well disseminated information on statutory points of contact to pass on allegations of child abuse.	sportscotland consultant	Oct 2002
		1.1.3 Create a more open culture and communication about child safety.	All agencies	Ongoing
2. Point of contact. All adults in sport provision (see section 5).	2.1 Every adult involved in sport.	2.1.1 Identify statutory point of contact in each local authority for those with concerns about children.	sportscotland/Children 1st.	Ongoing

## Children and Young People: Safe and Secure in Sport Action Plan

### Education and Training

#### Section 4

Area	Outcome	Actions	Lead Responsibility	By when
1 Education and Training	1.1 Promote quality education and training opportunities for different targeted groups, and meet the needs of different client groups. Targeted groups: a) Children and young people. b) Coaches. c) Adult volunteers. d) Children's Officers. e) Clubs. f) Management boards.	1.1.1 Audit of existing training opportunities in sport and map existing education and training resources against national standards.	sportscotland/ SPRITO	June 2003
		1.1.2 Raise awareness of appropriate education and training opportunities.	All agencies	Ongoing
		1.1.3 Develop a national training programme.	All agencies	Dec 2003
		1.1.4 Implement a national training programme.	All agencies	Jan 2004
		1.1.5 Train and recruit a team of quality deliverers/tutors (to meet needs of target markets).	sportscotland / Children 1st	Dec 2003

## Children and Young People: Safe and Secure in Sport Action Plan

### Guidance on Child Protection and Safe Working Practices

#### Section 5

Area	Outcome	Action	Lead Responsibility	By When
1. There is now good information and literature for sports bodies and clubs on child protection and safe working practices. Current uptake, availability and use of the literature are inconsistent and patchy.	1.1 Consistency across Scotland in relation to the provision, uptake and use of relevant literature and information about child protection to sports bodies and clubs.	1.1.1 Ensure all sports clubs and bodies have information about child protection and safe working practices.	sportscotland/Children 1st.	Dec 2003
		1.1.2 Ensure all governing bodies have written child protection policies that include: <ul style="list-style-type: none"> <li>a) Selection and recruitment of staff and volunteers</li> <li>b) Vetting and police checking and information about Part V of the Police Act</li> </ul>	sportscotland	Dec 2003
		1.1.3 Ensure all sports clubs have written child protection policies that include: <ul style="list-style-type: none"> <li>a) Selection and recruitment of staff and volunteers</li> <li>c) Vetting and police checking and information about Part V of the Police Act</li> </ul>	sportscotland/NGBs	Dec 2004
		1.1.4 Ensure all sports professionals working with children have access to professional advice.	sportscotland/Children 1st.	Oct 2002

**Section 5 (cont)**

Area	Outcome	Action	Lead Responsibility	By When
<p>2. Point of Contact. Adults involved in sport provision to children and young people currently lack information about where to go to talk through worries and concerns about children and young people. They also lack consistent and accurate information about where and how to report allegations of abuse.</p>	<p>2.1 Every adult involved in sport at every level should know where to go to talk through worries and concerns about children in their care and know how to report allegations of abuse.</p>	<p>2.1.1 Create a point of contact for all those with worries and concerns about children.</p> <p>2.1.2 Create a system for collating statistical information about child protection from sports bodies (in conjunction with CPCs).</p>	<p>sportscotland/Children 1st.</p>	<p>Dec 2002</p>

## Children and Young People: Safe and Secure in Sport Action Plan

### Systems and Procedures

#### Section 6

Area	Outcome	Actions	Lead Responsibility	By when
1. Procedures and systems to support and promote the protection of Children and Young People.	1.1 Develop efficient and effective processes and procedures for sport organisations.	1.1.1 Audit of existing and current policies and procedures across Scotland.	sportscotland / Children 1st	Dec 2002
		1.1.2 Collate and publish information and details on all statutory lead officers with responsibility for all statutory child protection across Scotland for sporting governing bodies.	sportscotland / Children 1st	Jan 2003
		1.1.3 Establish and develop recruitment selection and induction procedures for all clubs.	LA / NGBs / Sports Coach UK / sportscotland	Dec 2004
		1.1.4 Establish and develop recruitment selection and induction procedures for all governing bodies.		Dec 2003
	1.2 Ensure all children in a formal sports setting are linked to a quality system, which promotes their welfare.	1.2.1 Design and promote a formal registration procedure for all volunteers, coaches and children.	sportscotland	Dec 2003
	1.3 Ensure effectiveness of systems, processes and procedures.	1.3.1 Establish multi-agency group to monitor and review action plan and steering group to review position.	All agencies	Feb 2002

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**Other Useful Contacts:**

**ParentLine Scotland**  
0808 800 2222

**NSPCC Child Protection Helpline**  
0808 800 5000

**Childline Scotland**  
0800 1111

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