1. Bradford (Park Avenue) AFC CIC acknowledges its responsibility to safeguard the welfare of every person who is entrusted to its care.
2. We are committed to working with other anchor users at Horsfall Community Stadium to provide a safe environment for all supporters, Academy members and visitors, along with any child or young person undergoing organised training programmes on site. A child here is defined as anyone under the age of 18 engaged in any sporting or learning activity. Vulnerable adults are defined as people with disabilities over 18 visiting the site for the purpose of learning or spectating. They are specifically covered by this policy procedure.
3. The key principles of our Safeguarding Policy are that:

* The individual’s welfare is, and must always be the paramount consideration
* All children, young people and vulnerable adults have a right to be protected from abuse, regardless of their age, gender, disability, race, sexual orientation, faith or belief
* All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
* Working in partnership with other organisations, children, young people and vulnerable adults and their parents/carers is essential to embed our policy.

We acknowledge that everyone who plays or participates in our sporting activities should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse.

We recognise that this is the responsibility of every adult involved in our club.

1. Bradford (Park Avenue) AFC CIC therefore has a role to play in safeguarding the welfare of all children and young people by protecting them from physical, sexual, or emotional harm and from neglect or bullying. It is noted and accepted that our Safeguarding Policy applies to football club management and its employees, whether in a voluntary or paid capacity. This means whether you are a volunteer, match official, helper on club tours, coach, club official, medical or first aid staff.
2. We endorse and adopt safe recruitment guidelines for recruiting volunteers. When we specify roles, we will explain the duties, what tasks it involves and our safeguarding duties. We will also

* Request and record identification documents
* As a minimum, we will meet and chat with the applicant and, where possible, interview them in person before appointing them
* Ask for and follow up applications with two references before appointing someone
* Where relevant and appropriate, require an enhanced DBS

All current employees and volunteers working regularly in eligible roles, with children, young people and vulnerable adults must hold a current, enhanced DBS as part of our combined, responsible recruitment practices and will undergo suitable training.

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of the football club operations, guidance will be sought from the Bradford (Park Avenue) AFC CIC Board of Directors.

We aim to prevent people with a history of relevant and significant offending from having contact with children, young people and vulnerable adults and the opportunity to influence policies or practices with such people. This is to minimise the risk of direct sexual or physical harm to children and the risk of grooming.

5 Any adult or young person with concerns about an adult in a position of trust within the football club operations can ‘whistle blow’ by contacting the Club Welfare Officer (see Section 6) or the Bradford (Park Avenue) AFC CIC Board of Directors by emailing the Chair of the Board.

You may, alternatively, go directly to the Police, Children’s Social Care or the NSPCC.

If your concern is about the Club Welfare Officer, please contact the Chair of the Bradford (Park Avenue) AFC CIC Board. If your concern is about the Chair of the Bradford (Park Avenue) AFC CIC Board, please contact the Police, Children’s Social Care or the NSPCC directly.

Please read our Whistleblowing Policy for more advice.

6. Our Academy President is also our Club Welfare Officer (CWO). The CWO is the first point of contact for all people regarding concerns about the welfare of any child, young person or vulnerable adult. The football club CWO will be trained on the procedures for referring concerns and will liaise directly with the Academy Manager, who will also receive appropriate training. They will also be proactive in increasing awareness of respect, poor practice, touchline behaviour and abuse amongst all who attend the stadium and its users.

7. We acknowledge and endorse the identification of bullying as a category of abuse. Bullying of any kind (this includes cyber bullying)is not acceptable at our club and we will take a stance of zero tolerance. If bullying does occur, all players, employees, volunteers and or parents/carers should be able to report and know that incidents will be dealt with promptly. Incidents should be reported to the CWO, or dealt with as stated in section 5 above.

8. The Academy Manager will take action against any misconduct related to Safeguarding matters (See Section 9 below).

9. Reporting concerns about the welfare of a child, young person or vulnerable adult is everyone’s responsibility. If you are worried, it is important that you report your concerns – **no action is not an option.**

1. If you are worried then you need to report to the Club Welfare Officer.
2. If the issue is of poor practice the CWO will either

* Deal with the matter themselves. They may also record the incident and their actions
* Seek advice from the Academy Manager

1. If the concern is more serious – possible child abuse, where possible contact the CWO first, then we encourage people to immediately contact the Police or Children’s Social Care
2. If a person needs immediate medical treatment, we will take them to a hospital. Inform the CWO or Academy Manager as soon as practicable or call an ambulance and tell them this is a child or vulnerable adult protection concern.
3. Once the CWO knows what action you have taken, they in turn will inform the Academy Manager, unless the concern is about the Academy Manager, in which case they will report to the Chair of Bradford (Park Avenue) AFC CIC – as per Section 5.
4. If at any time, you are not able to contact your CWO or the matter is clearly serious you must either

* Contact the Chair of the Bradford (Park Avenue) AFC CIC Board of Directors.
* Contact the Police or Children’s Social Care
* Call the NSPCC Helpline for advice (0808 800 5000)

**CWO CONTACT DETAILS**

10. Ian Softley – 07547 148009 – [ian.softley@btinternet.com](mailto:ian.softley@btinternet.com)

Signed:

Chair of Bradford (Park Avenue) AFC CIC

E mail: gareth.roberts@bpafc.com