

Who Are You?

Make Sure Everyone Knows Who you Are

Being on the committee

Ensuring you are on the committee is a good starting point and should mean safeguarding children and Respect are on the agenda of committee meetings. Make sure your name and contact details are included in your club handbook and/or welcome packs. (Remember to consider what you are willing to have made public).

Meetings and newsletters

Contact the club's coaches and team managers so they know who you are, what your role is and how you may be able to support them. They in turn will be able to introduce you to the players. This will begin to build a rapport, allow everyone to share ideas, agree issues that need tackling and offer each other solutions.

A pre-season meeting with parents and new players is a great way for the club to explain what it has to offer and what it expects from both parents and players. This is an ideal time to explain about Respect codes, the club's safeguarding procedures such as dropping off and collecting players, having consent for activities/trips, introducing the coaches, asking for support (first aiders, coaches or referees perhaps).

Find out when club newsletters or other communications are sent to parents - you can put some information into this about your role, perhaps introduce other welfare officers that assist you in your club, if you have lots of youth teams, or reminders about keeping to the Respect codes.



Better Safe Than
Sorry



Who do I contact in respect of.....?

Poor Practice

Firstly aim to have policies and procedures at your club to deal with any issues

Issues can be dealt with at Club Committee level (Welfare Officer needs to sit on Committee)

Contact Sue Miller

Child Protection

Contact

FA Soho Square Child Protection
0808 800 5000

Police Child Protection Unit
01933 304420

Social Services referral team
01604 411911

Inform Sue
Miller



Welfare Officer Information



Trainning requirements

The role of the Club Welfare Officer

Help and support for you

Make sure everyone knows who you are

Useful Contacts

TRAINING REQUIREMENTS

From season 2009-10

Youth team leagues and clubs must have a named Welfare Officer, with an accepted FA CRB check who has completed The FA Safeguarding Children workshop.

From season 2010-11

Youth team leagues and clubs must have a named Welfare Officer, with an accepted FA CRB check who has completed The FA Safeguarding Children and Welfare Officer Workshop.

Role of the Club Welfare Officer

Your role has two main areas

To take the lead for welfare issues regarding young people within your club

Helping your club understand its 'duty of care' towards young people

These 5 steps will help you achieve these

Put in place:

- ✦ A safeguarding children policy and anti-bullying policy
- ✦ Responsible recruitment processes including the taking up of references (getting the right people into the game)
- ✦ The Respect Codes



Understand:

- ✦ What Respect aims to do and the benefits of implementing the Respect codes
- ✦ Best practice guidance (e.g. Travel, Trips and Tournaments, Photography guidelines, Anti-bullying policy and club safeguarding children policy)
- ✦ Why certain roles require an Enhanced CRB check and how the FA CRB process works
- ✦ How to refer a concern about the welfare of a child.



Communicate with:

- ✦ Club officials about Respect and its aims
- ✦ Parents / spectators and get them to sign up to the Respect codes
- ✦ Parents and new players by getting involved with running 'start of season' welcome sessions for members
- ✦ Coaches and managers about the importance of being consistent role models for their players
- ✦ Your YLWO - introduce yourself, find out how they can support you and let them know what you are doing to safeguard children in your club
- ✦ Your CFA Welfare Officer if you need help or advice



Encourage:

- ✦ Parents to complete the Respect education programme
- ✦ Coaches, team managers, first aiders/medics to complete The FA's Safeguarding Children Workshop
- ✦ Coaches and team managers to listen to their players' thoughts, ideas and views
- ✦ The committee to make use of the designated spectator area at all games

Monitor:

- ✦ Repeated incidents of poor behaviour and liaise with your committee (and where necessary YLWO or CFA Welfare Officer)
- ✦ Compliance with Enhanced CRB checks through The FA CRB Unit for those who require one.

Help and support for you

The Safeguarding Children Workshop and Welfare Officer Workshop will give you a greater understanding of your role and how to successfully carry it out.

Look at the county website for details of courses <http://www.northamptonshirefa.com/>

The Websites listed below give information in respect of best practice and Child Welfare issues.

<http://www.thefa.com/TheFA/GOALChildProtection/>

http://www.thefa.com/TheFA/Respect/MyRole/Postings/2008/07/club_welfare_officer.htm

<http://www.thefa.com/TheFA/Respect/CodesofConduct/>

<http://www.northamptonshirefa.com/Governance/WelfareOfficer/>

Always use your County Welfare Officer for support and information!!

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