

## Procedure for Welfare Concerns

Orpington Ojays is committed to ensuring that any child who attends our organisation, our events or activities will be safeguarded from harm. Protection and safeguarding of children is paramount and should be based on prevention and best practice.

The adoption of Wavepower by Swim England organisations has minimised and will continue to minimise the opportunity for acts of child abuse or harm to children to take place.

All Swim England members should be aware and adhere to the policies and guidance contained in Wavepower. Section 2.1 of Wavepower provides detailed advice on reacting, recording and reporting concerns.

Swim England has created the following three stages of action to be taken for any person involved in our sports who may have a concern, observe a concern or have concerns raised to them about a child's wellbeing.

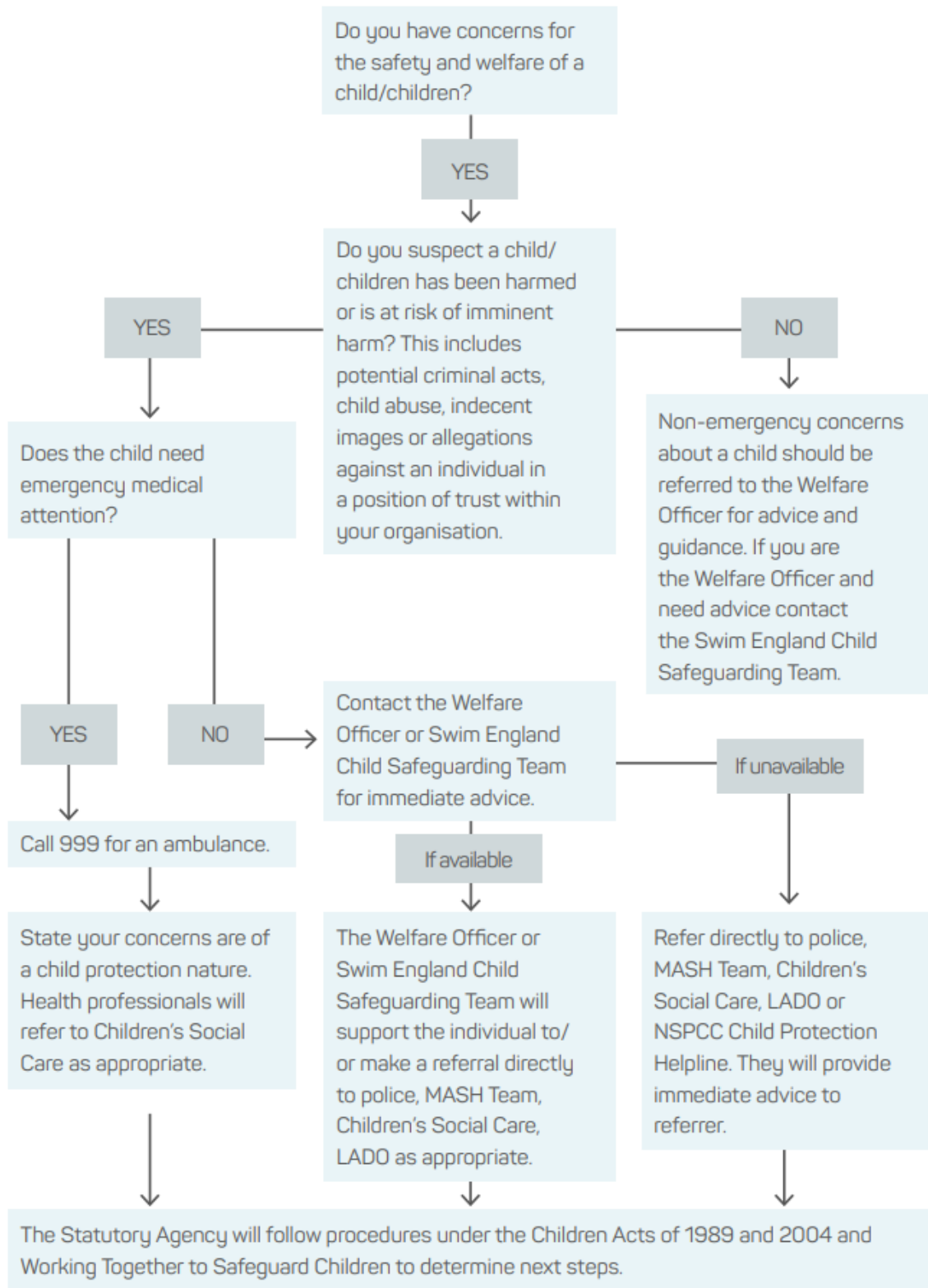
Stage 1 – React to the concern, disclosure, suspicion or allegation in a timely and appropriate manner.

Stage 2 – Record the relevant information.

Stage 3 – Report the information to the appropriate person(s) and/or organisation(s)

**In an emergency When you believe a child has been harmed or may be at immediate risk of harm and you are unable to contact the Club Welfare Officer or Swim England Child Safeguarding Team then immediate contact should be made with police, Children's Social Care, Multi Agency Safeguarding Hub (MASH), NSPCC Child Protection Helpline or other agencies as appropriate. Take the name and contact details of the person you have spoken to and the incident/referral reference number (if applicable) so you have a record and report this to the Club Welfare Officer and Swim England Child Safeguarding Team as soon as possible e.g. next working day. Parents and guardians of the child should be advised of the actions taken only if they are not implicated/involved in the concern.**

Flowchart



## Non-child safeguarding management concerns

Approximately 75% of Swim England members are under the age of 18. This means management concerns will often involve a child but will not be alleging a child has been harmed or is at risk of harm. The club welfare officer is not responsible for dealing with such non-child safeguarding management concerns although they may play a supporting role to ensure any child involved in a dispute is supported and able to give their version of events. Detailed guidance on other concerns for children is provided in Wavepower 2020-23 on page 36 and all club officers should follow this guidance in respect of a non-child safeguarding concern.

August 2023