



OSCAR India

Safeguarding Policy

2018

Version Control:

Version	Author	Date	Summary of Changes
V1.0	Stuart Christie	February 2018	First draft
V2.0	Alice Lewthwaite	2nd Aug 2018	Version control added, updated email addresses & org chart

Introduction:

The safety and welfare of children under the care of OSCAR India is paramount. All participants and visitors to charity activities have a right to feel safe and be safe. All members of staff have a duty to keep children safe and help protect them from harm.

All children that engage with the charity, regardless of age, culture, social background, disability, gender, language, racial origin, religious belief and/or sexual identity have the right to feel safe and protected from abuse, exploitation and poor practice, and have their welfare promoted.

All suspicions, reports and/or allegations of abuse will be taken seriously and investigated thoroughly which may involve the appropriate local authority teams where necessary.

OSCAR India acknowledges its duty of care to safeguard and promote the welfare of children, and is committed to ensuring safeguarding practice reflects statutory requirements and responsibilities, government guidance and recognised best practice.

OSCAR India expects all staff, volunteers, participants, partners, contractors and guests to share this commitment.

This safeguarding policy is applicable for 2018 and will be monitored and reviewed a minimum of once a year, or whenever there is a change in legislation, organisational change or following any learning outcomes or serious case reviews from safeguarding incidents, concerns or allegations.

Aims of this policy

- To safeguard all children and young people who interact with OSCAR India.
- To demonstrate best practice in the area of safeguarding children.
- To increase awareness and understanding of safeguarding issues across the organisation.
- To provide guidance for parents and other interested parties to understand reporting procedures.
- To encourage a partnership between the charity and parents/carers of children associated with the charity.
- To ensure that coaches, parents and other adults who come in contact with children and young people understand their safeguarding responsibilities and exemplify good role models of behaviour..
- To promote high ethical standards throughout the charity.

Key Safeguarding Terminology and Definitions:

The charity – refers to OSCAR India

Staff – refers to persons employed by and receiving payment for services from the charity. This is irrespective of the length or nature of their contract.

Volunteers – Persons who freely offer their skills and expertise or take part in a task, event or enterprise with the charity or charity at their own expense in terms of time and/or resources.

Child – Defined in the Children’s Act (1989) as any person under the age of 18.

Safeguarding – Preventative and reactional measures taken by the charity to ensure: the risk of harm or mistreatment to the welfare of vulnerable groups is minimised; the health or wellbeing of vulnerable groups is not impaired when engaging in charity related activities; an environment exists that allows vulnerable groups to be cared for safely, allows for the best possible outcomes for them and provides them with the best life chances possible.

Welfare – The health, happiness and fortunes of an individual and the humanitarian aspects of their life including personal need and physical and mental development.

Significant Harm - The Children’s Act 1989 introduced the concept of significant harm as the threshold that justifies compulsory intervention in family life in the best interests of children.

Section 47(1) of the Children’s Act 1989 states that:

Where a Local Authority... have reasonable cause to suspect that a child who lives, or is found, in the area is suffering, or is likely to suffer, significant harm, the authority shall make such enquiries as they consider necessary to enable them to decide whether they should take any action to safeguard or promote the child's welfare.

Child Protection - The process of protecting individual children identified as either suffering, or likely to suffer significant harm as a result of abuse or neglect. It involves measures and structures designed to prevent and respond to abuse and neglect.

Child Abuse - involves acts of commission and omission which result in harm to the child. Types of abuse include physical abuse, sexual abuse, emotional abuse and neglect.

Rules, Regulations and Guidance

OSCAR India is governed by the legislation and rules/ regulations set out by several key governing agencies including the Government, Football Association, and the NSPCC Child protection in Sport Unit. The content of this policy is underpinned by the following legislative documents and policies:

- The Children's Act 1989 - HM Government
- Every Child Matters 2003 - HM Government
- Safeguarding Vulnerable Groups Act 2006 - HM Government
- Working Together to Safeguard Children 2015 - HM Government
- Keeping Children Safe in Education 2014 - HM Government
- Human Rights Act 1998 – HM Government
- Standards for Safeguarding and Protecting Children in Sport 2005 - NSPCC CPSU
- Working Together to Safeguard Football - Policy & Procedures 2014 - The Football Association

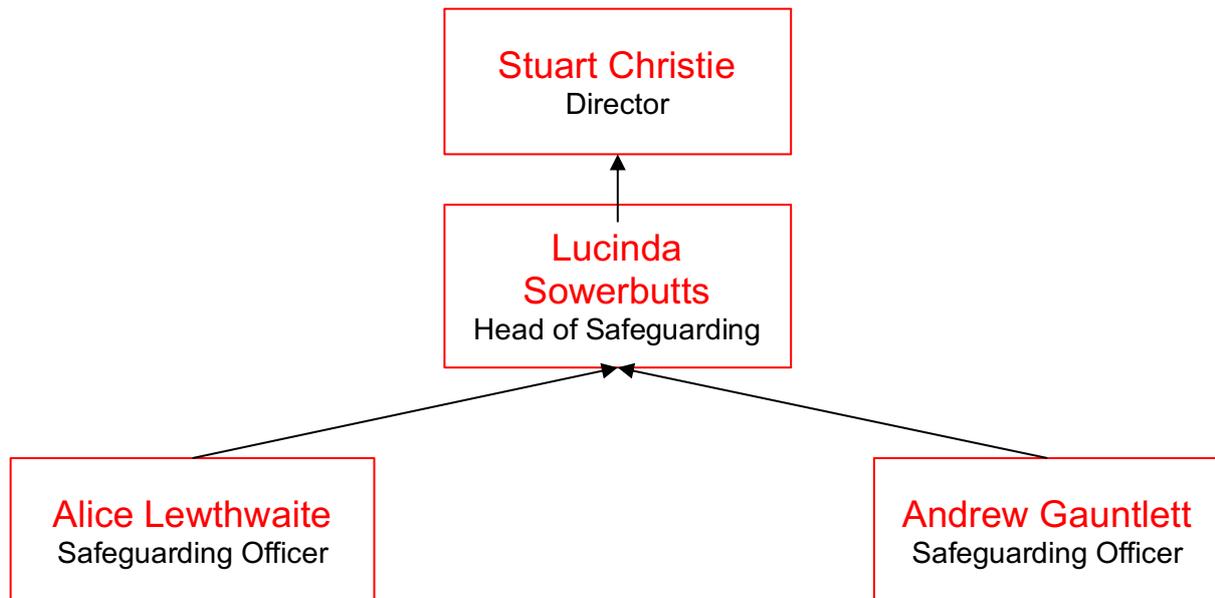
Safeguarding staff structure

OSCAR India has a Head of Safeguarding (HoS) who has overall responsibility for the safeguarding of children at the charity and a number of Safeguarding Officers (SO). These Officers have special responsibilities and are the focal point for safeguarding children in their nominated area.

The HoS undertakes regular monitoring and risk assessments of all activities involving children (or will designate this task to a Safeguarding Officer or an external assessor where appropriate) as well as holding meetings with departmental Safeguarding Officers on a quarterly basis.

Anybody with a concern about a child or young person's welfare should contact the HoS or a Safeguarding Officer for advice in the first instance

OSCAR Safeguarding Structure



Main OSCAR contacts:

- Stuart Christie - Director, 07532709052, stuart@oscar-india.org
- Lucinda Sowerbutts- Head of Safeguarding, 07780705280, Lucinda@oscar-india.org

Key external contacts:

- The Football Association Tel: 0844 980 8200 Email: info@thefa.com
www.thefa.com/governance/safeguarding
- Child Protection in Sport Unit (CPSU) Tel: 0116 234 7278 Email: cpsu@nspcc.org.uk
www.nspcc.org.uk
- NSPCC 24 hour Helpline 0808 800 5000 By phone: 0800 389 6176 By text: 88858 By email:
help@nspcc.org.uk Online: www.nspcc.org.uk/reportconcern
- Child Exploitation and Online Protection Centre (CEOP) To report a crime; please contact
CEOP using the following Email: enquiries@ceop.gsi.gov.uk In case of emergency in the UK,
dial 999.

New Appointments

All staff who are offered a position which involves working with children will be required to complete a Self-Declaration Form and also undertake an Enhanced DBS with a barred list check where appropriate. All offers of work are subject to the outcome of the screening process and, where applicable, this is set out in the initial job advertisement and the applicant's offer of work. Until such time as a satisfactory DBS has been received, the member of staff will not be permitted to work with children.

OSCAR India is committed to providing equal opportunities to staff and therefore a positive DBS will not necessarily result in a bar from work. Should a positive check be received, a risk assessment will be carried out by the Head of Safeguarding to assess the information contained within the check. The member of staff may also be asked to attend an interview prior to a recruitment decision being made. The Rehabilitation of Offenders Act and Protection of Freedoms Act will be considered in all cases before a final decision is made.

New Appointments who already have a DBS

Even if a new member of staff has been subject to a DBS check by their previous employer, the charity will still require a further check.

Temporary Staff and External Consultants

OSCAR will ensure that all temporary staff and external consultants sign a self-declaration form where appropriate and, in any case, will not have unsupervised access to children during their time with the charity.

Equal Opportunities and equality

OSCAR is committed to providing equal opportunities for all staff, players and supporters. A copy of OSCAR's policy on equal opportunities and the equality policy can be obtained from the Directors.

Disqualification by Association

OSCAR works in accordance to guidance set out by The Childcare (Disqualification) Regulations 2009. The 2009 regulations are made under section 75 of the Childcare Act 2006 ("the 2006 Act") and set out the circumstances in which an individual will be disqualified for the purposes of section 75 of the Act. Disqualification by association dictates that OSCAR, as an employer, would be unable to offer employment to those living in the same household where another person who is disqualified lives or is employed (disqualification 'by association') as specified in regulation 9 of the 2009 regulations. Failure to disclose this information can result in employment being withdrawn or terminated.

Activities for Disabled Persons:

All activities carried out for disabled persons are carried out under the guidelines of the Equality Act 2010.

Service Level Agreements

OSCAR's commitment to safeguarding is outlined in any partnership agreements, service level agreements or any other agreements that are in place with any service provider or for commissioned services insofar as those services relate to children.

Ratios and supervision of children

Any activity undertaken by the charity will always give full consideration to the appropriate number of staff members available depending on the age of the children involved, the degree of risk the activity involves, and whether there are any additional disability needs. The lower the age of the participants, the greater the need for supervision.

Regardless of these ratios, a minimum of 2 members of staff / delivery partners will always be available to supervise an activity. This ensures at least basic cover in the event of something impacting on the availability of one of the adults during the activity (e.g. in the event of a participant requiring the attention of an adult during the activity following an accident).

- For children under 8, the recommended ratio should be no more than 1:8.
- For children over 8, the recommended ratio should be no more than 1:16, but this varies depending on the activity. Advice should be sought from the Head of Safeguarding if unsure.
- Where the charity is taking responsibility for the care of the children, parents/carers should not be included in supervision calculations.

Trips and tours

Risk assessments are carried out for all charity trips and tours. This guidance is based on this principle and has been designed with the health, welfare and safety of all children and staff engaged in the trip and tour.

Use of images

The charity takes its guidance on the use of images from guidelines issued by the FA. All images are taken by officials who have been briefed by the member of staff responsible for the activity being photographed / filmed.

Before taking images of children, parental consent is sought in writing when players join the charity. Parents/Legal Guardians are responsible for informing the charity of any change of circumstances which may affect consent.

Parents/Legal Guardians will be informed of how the image will be used. The charity will not allow an image to be used for something other than that for which it was initially agreed.

All children featured in Charity publications will be appropriately dressed.

Where possible, the image will focus on the activity taking place and not a specific child.

Where appropriate, images represent the broad range of people participating safely in the event.

Designated Charity photographers will, where applicable, undertake a DBS and attend a Safeguarding children workshop. Charity Identification will be worn at all times.

Children who are subject to family, care or legal proceedings, or who are under a court order will not have their images published in any Charity document.

No images of children featured in the charity publications will be accompanied by personal details such as their school or home address.

Any instances of inappropriate images in football should be reported to the Head of Safeguarding immediately.

The charity does not put young player profiles with images and personal information on its website.

Whistleblowing Policy

Whistleblowing refers to making a protected disclosure under the Public Interest Disclosure Act 1998.

By encouraging a culture of openness, OSCAR India wants to encourage staff to raise issues which concern them at work. Staff have a right and duty to raise matters of concern they may have about the services being offered by OSCAR India or serious malpractice associated with them. Staff may be worried that by reporting such issues they will be opening themselves up to victimisation or detriment, or risking their job security. However, all staff are protected by law if they raise concerns in the right way. Provided that they are acting in good faith, it does not matter if they are mistaken. This policy is designed to ensure workers raise concerns properly and to ensure that mechanisms exist in OSCAR India to enable issues raised by staff to be addressed quickly and effectively.

Although this list is not exhaustive, examples of situations in which a disclosure might be made are:

The committing of a criminal offence.

Improper conduct or unethical behaviour.

Attempts to conceal any of the above.

OSCAR India have a complaints policy and a discipline policy which can be obtained from the Company Directors.

Definitions of Poor Practice and Abuse

Poor Practice is unacceptable and will be treated seriously with appropriate action. Any behaviour that contravenes existing Codes of Conduct, infringes an individual's rights and/or reflects a failure to fulfil the highest standards of care is an indication of poor practice. A child or young person may not be aware that poor practice or abuse is taking place, as they may deem the behaviour to be acceptable.

What is abuse? - Abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. It commonly occurs within a relationship of trust or responsibility and represents an abuse of power or a breach of trust. Abuse can happen to a child or a vulnerable adult regardless of their age, gender, race, ability, culture or sexual orientation.

Signs of abuse

There are four main forms of abuse identified as follows, should you have any concern that abuse is occurring you should contact the Head of Safeguarding or nominated Safeguarding Officer for the relevant area for advice.

Physical Abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child.

Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Physical abuse can be caused through an act or omission.

Sexual Abuse:

Sexual abuse involves forcing or enticing a child or young person to engage in sexual activity, regardless of 'implied consent.' This includes penetrative (penetration of vagina, anus & mouth) and non-penetrative acts (touching - over or under clothing - any part of the body in a sexual way).

Sexual abuse includes involving children in the watching of sexual acts, and encouraging children to engage in over-sexualised behaviour, and also grooming offences which can also be committed via the internet.

Sexual abuse can be perpetrated by anyone, including a parent or guardian, caregiver, extended family, friend, neighbour, stranger or a person in a position of trust (includes 16/17 year olds).

Neglect:

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. This includes failing to provide adequate nutrition, clothing, shelter, health care and protection from harm. Emotional neglect is the failure to meet the child's ongoing emotional needs for affection and a sense of belonging.

Emotional Abuse:

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development, including verbal attacks on a child's sense of self, repeated humiliation or rejection. Exposure to violence, drugs, alcohol abuse or severe conflict in the home, forced isolation, restraint or causing a child to be afraid much of the time may also cause emotional harm. Emotional abuse rarely happens only once and it is usually part of a pattern of how the child is being treated over a significant period of time.

Bullying/ Cyberbullying (strand of emotional abuse)

Bullying may be defined as deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. It can take many forms, but the three main types are physical, verbal and emotional, both face to face and via social media and other online forums. The damage inflicted by bullying can frequently be underestimated. It can cause considerable distress to children to the extent that it affects their health and development or, at the extreme, cause them significant harm (including self-harm).

This is when a person uses technology i.e. mobile phones or the internet (social networking sites, chat rooms, instant messenger, tweets), to deliberately upset someone. Bullies often feel anonymous from the incident when it takes place online and 'bystanders' can easily become bullies themselves by forwarding the information on.

Domestic Abuse

Domestic Abuse is a significant indicator of risk of harm to children who may suffer directly or indirectly if they live in households where there is domestic abuse. Domestic abuse is likely to have a damaging effect on the health and development of children.

Concerns around Radicalisation and Extremism

The Counter-Terrorism and Security Act, places a duty on specified Authorities, including Local Authorities and Childcare, Education and other Children’s Services Providers including Sport, in the exercise of their functions, to have due regard to the need to prevent people from being drawn into terrorism (“the Prevent Duty”). This guidance will be updated further to reflect the implications of the Prevent Duty, which is expected to come into force later in 2015.

The Counter-Terrorism and Security Act 2015 will also place a duty on Local Authorities to ensure channel panels are in place. The panel must include the Local Authority and Chief Officer of the Local Police. Panels will assess the extent to which identified individuals are vulnerable to being drawn into terrorism, following a referral from the police and where considered appropriate and necessary consent is obtained, arrange for support to be provided to those individuals. The Act will require partners of channel panels to co-operate with the panel in the carrying out of its functions and with the police in undertaking the initial assessment as to whether a referral is appropriate. Schools and colleges which are required to have regard to Keeping Children Safe in Education are listed in the Act as partners of the panel.

Signs and Symptoms

The list below is not exhaustive and the presence of one or more of these indicators is not proof that abuse is taking place though they are indicators that abuse may have taken place:

- Unexplained or suspicious injuries such as bruising, cuts or burns, particularly if on a part of the body not normally prone to such injuries.
- An injury for which the explanation seems inconsistent.
- Disclosure of what appears to be an abusive act.
- Disclosure of unsatisfactory home circumstances i.e. domestic abuse, drugs and alcohol misuse, mental health concerns of a parent or other person within the home.
- Someone expresses concern about the welfare of the child.
- Unexplained changes in behaviour (e.g. becoming quiet, withdrawn or sudden outbursts).
- Oversexualised behaviour
- Variations in eating patterns including overeating or loss of appetite.
- Weight loss for no apparent reason.
- Becoming increasingly dirty or unkempt.
- Evasive parents/carers
- ***Remember that: It is not the responsibility of a staff member to decide if abuse has taken place, but it is their responsibility to act on any concerns in accordance with this procedure.***

Responding to Allegations or Suspicions

All staff, volunteers and players have a responsibility to ensure the safety and welfare of children and to take appropriate steps to ensure that suspicions and allegations of abuse are taken seriously and responded to quickly and appropriately. It is not the responsibility of anyone within the charity to decide whether or not child abuse has taken place.

OSCAR India recognises and acknowledges that some children face additional vulnerabilities and extra barriers, e.g. looked after children, those with mental health issues or physical disabilities, children living in substitute accommodation arrangements and those with communication difficulties.

Where there is a complaint against a member of staff, one of the following may occur:

- A criminal investigation led by the Police
- A child protection investigation led in a multi-agency approach by the Local Authority
- A disciplinary or misconduct investigation led by the charity, which may also involve a third party organisation
- The charity will delay an internal disciplinary or misconduct investigation while a criminal or Local Authority investigation takes place.

If a member of staff suspects abuse is taking place, or a report/allegation of abuse has been disclosed to them, where possible the Head of Safeguarding or a Safeguarding Officer should be contacted as early as possible. However, it is recognised that an individual may need to respond to a situation immediately and prior to such contact if the nature of the suspicion or report is putting the child concerned in immediate danger.

The following guidelines offer help and support in responding to abuse or a suspicion of abuse:

Staff should:

- Listen carefully rather than question the child directly.
- Stay calm and not offer their personal opinions/thoughts.
- Be aware that medical or criminal evidence may be relevant.
- Tell the child that you are listening and taking what they say extremely seriously.
- Seek medical attention if necessary.
- Take further action – they may be the only person in a position to prevent future abuse.
- Inform the Safeguarding Officer and/or the Head of Safeguarding of the information or another senior member of staff if these are not available.
- Write down **everything** said (in their words as far as possible) and what was done – accuracy and detail is important. Keep this information stored in a secure place. Concerns can be

Safeguarding Reporting Form

Head of Safeguarding –

Date of concern:	
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Details of the person who is raising the concern

Name	
Role	
Name of venue	
Telephone number	
Email	

Details of the person you are raising a concern about

Name	
Role (please circle)	Child Adult at risk Member of staff Volunteer Other
Date of birth	
Home address	
Telephone number	
Email	

Details of the parents/carers (if applicable)

Name (s)	
Address	
Telephone number	
Email	

Nature of the concern

Circumstances (Include ALL of the information known to you)	
Details of any	

<p>disclosures (Include ALL of the information known to you, including any verbatim comments)</p>	
<p>Injuries seen</p>	
<p>Witnesses (include full details, including name, role and contact details)</p>	

Confidentiality

If the allegation is against a member of staff or volunteer, that person should not be informed of the concern until advice has been sought from the Head of Safeguarding.

<p>Have the parents/carers been informed of the concern? (please circle)</p>	<p>Yes No</p>
<p>If not, please state why (If you feel sharing the information with the parent/carer will place the child at risk, you should not share this information. Advice should be sought from the Head of Safeguarding and reasons fully documented. Adults at risk need to</p>	

be informed of the concern).	
When were the parents/carers informed of the concern?	Date/Time
Have the parents/carers or adult at risk given consent to share information?	Yes No
If not, why?	

Details of the person alleged to have caused harm (if applicable)

Name	
Role (please circle)	Child Adult at risk Member of Charity staff – further detail required Volunteer Parent Other, please detail
Date of birth	
Address	
Telephone number	
Email	
Do they work/volunteer anywhere else? (please circle)	Yes No
If yes, please detail	

