



Safeguarding and Anti-Bullying Policy – Littledown Harriers Running Club

1. Introduction

Littledown Harriers Running Club (the club) endeavours to be an inclusive club (as far as is reasonably practicable), committed to ensuring that all members can participate in club activities in an enjoyable and safe environment. All children and adults at risk are entitled to a duty of care and to be protected from abuse. This document outlines the club's approach, responsibilities, policies, and procedures to the safeguarding of children and adults at risk.

The club adheres to the UK and England Athletics Safeguarding Policies and Procedures in their entirety:

[England Athletics Codes of Conduct Booklet](#)
[UK Athletics Child Safeguarding Policy](#)
[UK Athletics Child Safeguarding Procedures](#)
[UK Athletics Adult Safeguarding Policy](#)
[UK Athletics Safeguarding Procedures](#)
[UK Athletics Safeguarding Code of Conduct](#)

2. Roles and Responsibilities

All committee members, coaches, run leaders and members of the club have responsibility to understand and uphold the welfare and safeguarding policies and procedures, safeguarding code of conducts and also to adhere to good practice and to respond to any suspected breaches.

The club will appoint at least one, but ideally two welfare officers (both a male and female welfare officer) to advise and support the committee, coaches and run leaders to implement welfare policies and procedures and adhere to codes of conduct and good practice.

The welfare and safeguarding policy will be actively promoted to club members and published on the club's website.

The Welfare Officer(s) are required to attend Safeguarding and Protecting Children Training and Time to Listen Training for Club Welfare Officers within the last 3 years.

The coaches and leaders will hold a valid UKA coaching licence which requires a valid DBS check and attending the 'Essential Safeguarding Training for Athletics Volunteers' virtual safeguarding awareness training prior to issuance of the licence by UKA.

Safeguarding will be a standard agenda item on both the Clubs General and Coaching committees.

The Club will provide regular updates and reminders to members on safeguarding, including when policies change, highlighting the Welfare Officers and their role, plus reminding members, coaches and the committee about the Club's Code of Conducts.

New members to the club will be provided with an induction pack on safeguarding.

The club will undertake an annual survey to help our club understand if members feel safe, know who the welfare officers are and what to do to report a concern.

3. Codes of Conduct

The UK Athletics (UKA) and the Home Country Athletics Federations (HCAF) Codes of Conduct set out national standards of conduct for all clubs, coaches, officials, volunteers and athletes in the sport.

The 2021 revised codes take account of developments in national policy, guidance and practice. The club, every club member and anyone undertaking a relevant role must agree to abide by the codes of conduct either when they join a club as part of the club application process, or when they renew their club membership or UKA licence.

The purpose of a code is to clarify:

- i. What behaviours are acceptable and unacceptable;
- ii. The standards of practice expected; and
- iii. The basis for challenging and improving practice.

The codes are therefore a guide for individuals and clubs to think about and monitor, how they and others, conduct themselves in their roles. The codes let everyone know what they can expect from the club, coaches and volunteers, but also what standard of behaviour is expected from club members, athletes and parents/carers.

The codes are a tool for continuous improvement. They can be used prior to or during training sessions, at club or team meetings, and must form part of new member inductions, and at annual renewal of membership.

The codes are an important part of setting a standard of behaviour and practice of its members. When a club member does not meet the expectations set out in the codes, disciplinary action may be taken by the club. Adopting and communicating clear codes of conduct is an important element in delivering the standards for child wellbeing and protection in sport.

The Codes of Conducts are available below:

- i. [Code of Conduct: Coaches](#)
- ii. [Code of Conduct: Senior Athletes \(for club members aged 18 years and over\)](#)
- iii. [Code of Conduct: Children and Young People \(for club members aged 16 and 17 years\)](#)
- iv. [Code of Conduct: Parents/Carers](#)
- v. [Code of Conduct: Technical Officials](#)
- vi. [Code of Conduct: Volunteers \(excluding licensed coaches and technical officials\)](#)
- vii. [Club Welfare Officers: Roles and responsibilities](#)

4. Child Safeguarding

The club will follow the guidance set out by UK Athletics in relation to child safeguarding.

We utilise the policy and guidance of UK Athletics with regard to what the club does if we suspect that abuse is occurring or may have occurred.

A child is defined as anyone who has not reached their 18th birthday. The club allows membership to anyone from the age of 16.

The club shall make available a hard copy of the UKA's '[Code of conduct: Children and Young People](#)' to all members under the age of 18 and have a link in a prominent location on the Club's website

It is not the responsibility of the club, its welfare officer(s), committee members, coaches/run leaders, or club members to decide whether a concern constitutes abuse; however, it is their responsibility to report any concerns about the welfare of a child.

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These concerns may arise due to:

- An individual disclosing that they are being abused;
- The behaviour of an adult towards a child; and/or
- A number of indicators observed in a child over a period of time.

How to respond to a disclosure:

Don't...

- Probe for more information than is offered;
- Speculate or make assumptions;
- Show shock or distaste;
- Make comments about the person against whom the allegations have been made;
- Make promises or agree to keep secrets; and/or
- Give a guarantee of confidentiality.

What to do if concerned:

It is acknowledged that strong emotions can be aroused particularly in cases of possible sexual abuse or where there is a misplaced loyalty to a colleague, friend and/or running buddy etc.

If anyone at the club is worried or concerned about anyone under 18, who you think is being abused or neglected, or that a child and their family need help and support, then please inform one of the club welfare officers (see contact details below), a member of the committee or a club coach/run leader of your concerns, especially if it relates to an incident during a club activity.

If a concern is raised about an adult's behaviour towards a child during a club activity, then please inform preferably the coach or run leader on that session, or indeed any other coach, run leader or committee member, welfare officer and the Club will act.

We as a club cannot allow anyone to act inappropriately towards a child and this includes shouting, bullying, encouraging children to run separately and only ever with them etc.

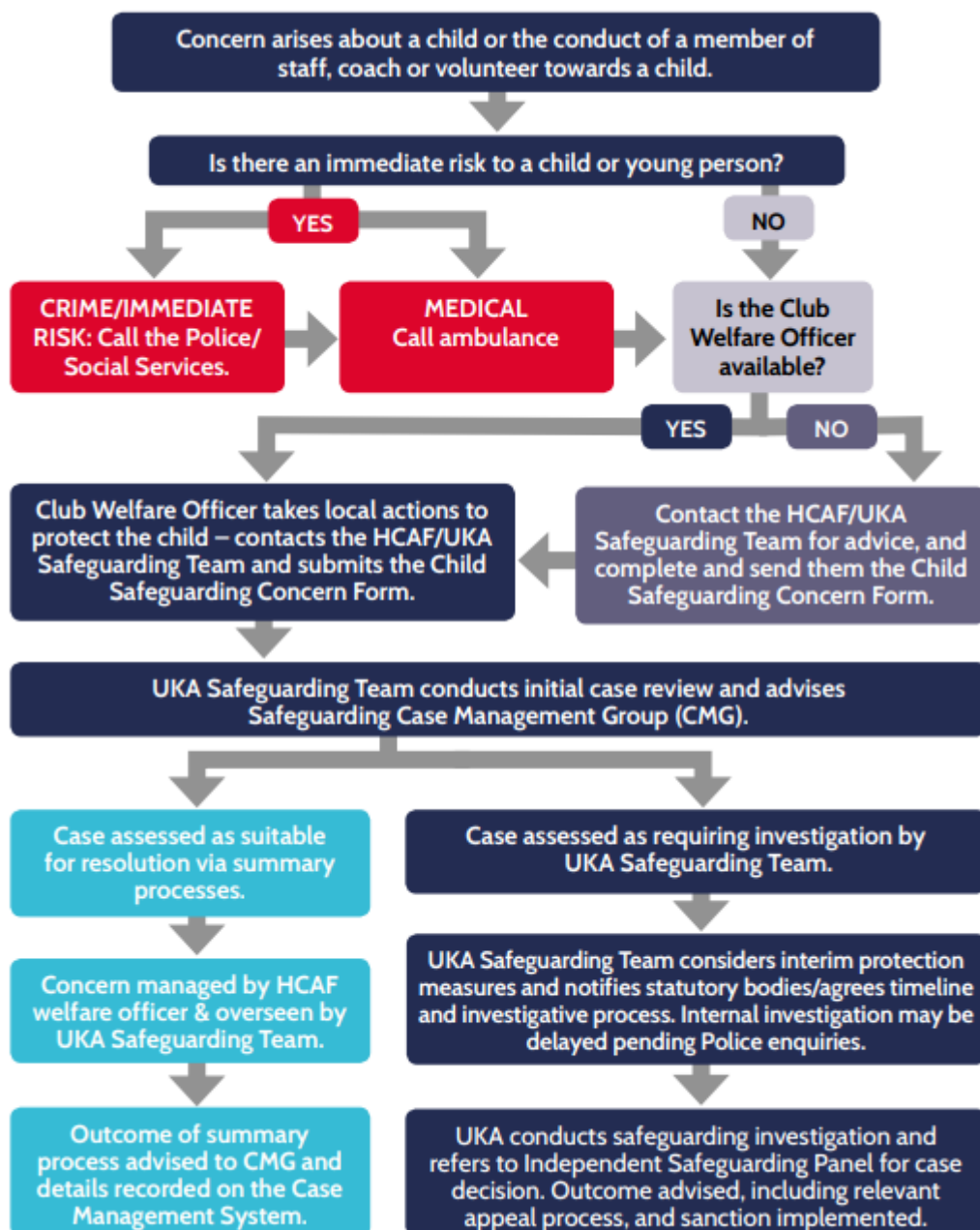
This does not affect your right to also contact your local social services.

4.1 Child Safeguarding Reporting

Any person with information of a disclosure, allegation, or concern about the welfare of a child, must immediately report this in one of the following ways.

Members of Littledown Harriers should, as soon as possible, inform one of the club's designated Club Welfare Officers (CWO) welfareofficer@littledownharriers.co.uk (male Welfare Officer) or welfareofficer2@littledownharriers.co.uk (female Welfare Officer) or to a Club committee member in their absence who will refer the matter to England Athletics Safeguarding Team at welfare@englandathletics.org (0778 559 2860, 0782 715 7528, or 0779 545 0612) or the UK Athletics Safeguarding Team at safeguarding@uka.org.uk (07920 532552) by sending a completed Child Safeguarding Concern Form or submitting an [Online Safeguarding Concern Form](https://www.uka.org.uk/submit-a-concern/) [<https://www.uka.org.uk/submit-a-concern/>]

4.2 Reporting a Concern About a Child Procedure



(Note: HCAF = Home Country Athletics Federation e.g. England Athletics)

4.3 Child Safeguarding Local Authority Contact Details

Bournemouth, Christchurch and Poole (BCP) and Dorset Council areas are now part of the Pan-Dorset Safeguarding Children partnership.

Bournemouth, Christchurch & Poole Council (BCP Council)		
Children’s First Response Hub Mon to Thu 08:30 to 17:15 and to 16:45 Fri	01202 123 334	childrensfirstresponse@bcpcouncil.gov.uk
Out of hours service	01202 738 256	ChildrensOOHS@bcpcouncil.gov.uk
Dorset Council		
Child safeguarding	01305 228 866	

Police	
Emergency	999
Non-Emergency	101

5. Adult at Risk Safeguarding

The club will follow the guidance set out by UK Athletics in relation to safeguarding adults at risk. We utilise the policy and guidance of UK Athletics with regard to what the club does if we suspect that abuse is occurring or may have occurred.

It is not a club decision whether an adult is vulnerable or whether they should be receiving services and even if the person we were worried about does for example have a learning disability or mental health problem, it doesn't necessarily mean they are vulnerable in that instance as the persons capacity around that issue comes into play.

Abuse can happen in many different places such as:

- Someone's own home
- In a care home
- In a hospital
- In a day centre
- In a public place

The abuse can be of different types such as:

- Physical
- Emotional/psychological/mental
- Sexual
- Neglect
- Financial or material
- Discriminatory
- Self-neglect
- Modern slavery
- Domestic abuse (including coercive control)

Abuse can take place in any relationship and there are many contexts in which abuse might take place. For example, institutional abuse, domestic abuse, forced marriage, human trafficking, modern slavery, sexual exploitation, county lines, radicalisation, hate crime, mate crime, cyberbullying and scams.

Abuse can take place within a sporting context and the person causing harm might be any other person. For example, a member of staff, a coach, a volunteer, a participant or a fan.

Some examples of abuse within sport include:

- harassment of a participant because of their (perceived) disability or other protected Characteristics;
- not meeting the needs of the participant (e.g. training without a necessary break);
- a coach intentionally striking an athlete;
- an official or coach who sends unwanted sexually explicit text messages to a participant with learning disabilities; and/or
- a participant who threatens another participant with physical harm and persistently blames them for poor performance.

Abuse or neglect outside sport could be carried out by:

- a spouse, partner or family member;

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- neighbours or residents;
- friends, acquaintances or strangers;
- people who deliberately exploit adults they perceive as vulnerable; and/or
- paid staff, professionals or volunteers providing care and support.

Often, the perpetrator is known to the adult and may be in a position of trust and/or power.

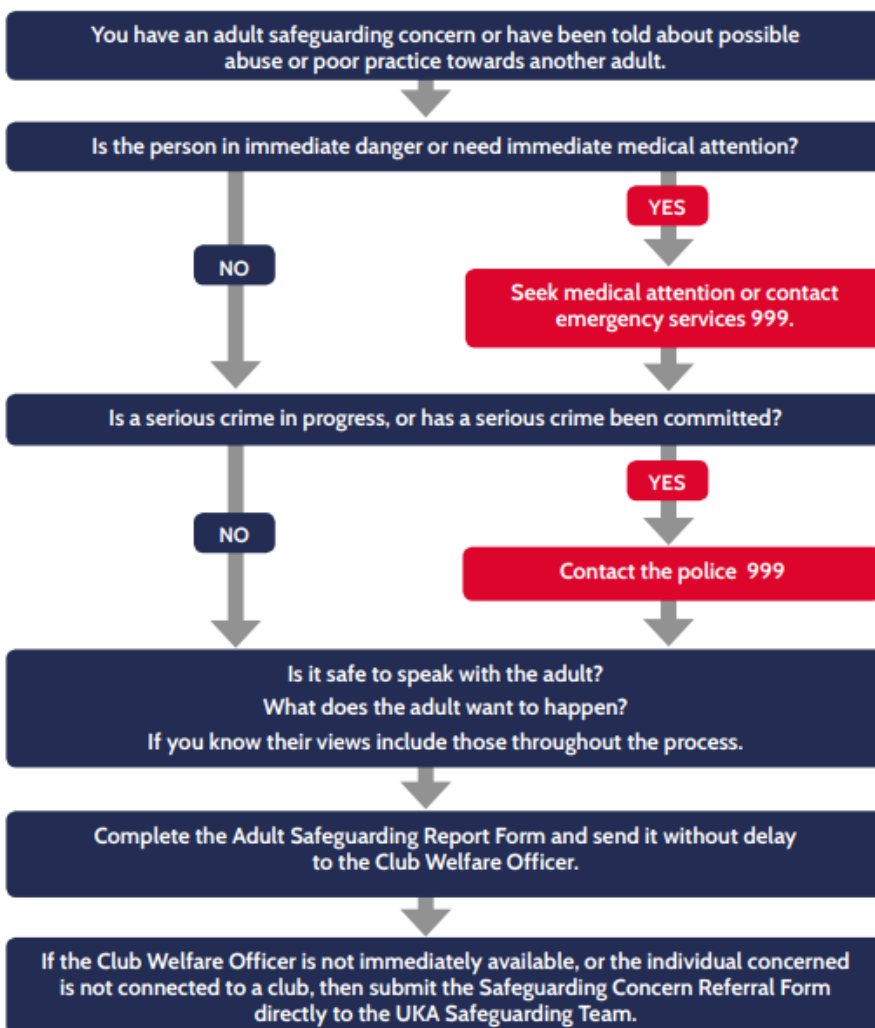
If anyone at the club is worried or concerned about an adult club member, who you think is being abused or neglected, then please inform one of the club welfare officers (see contact details below), a member of the committee or a club coach/run leader of your concerns, especially if the concerns relate to an incident during a club night.

5.1 Adult Safeguarding Reporting

Any person with information of a disclosure, allegation, or concern about the welfare of an adult at risk, they must immediately report this in one of the following ways.

Members of Littledown Harriers should, as soon as possible, inform one of the club’s designated Club Welfare Officers (CWO) welfareofficer@littledownharriers.co.uk (male Welfare Officer) or welfareofficer2@littledownharriers.co.uk (female Welfare Officer) or to a Club committee member in their absence.

5.2 Reporting a Concern about an Adult Procedure



5.3 Adult Safeguarding Local Authority Contact Details

Bournemouth, Christchurch & Poole Council (BCP Council)		
Adult Safeguarding	01202 123 654	asc.contactcentre@bcpcouncil.gov.uk
Out of hours service	0300 123 9895 / 01202 657 279	
Dorset Council		
Adult safeguarding	01305 221 016	adultaccess@dorsetcouncil.gov.uk
Out of hours service	01305 858 250	
Police		
Emergency	999	
Non-Emergency	101	

6. Anti-Bullying Statement of Intent

Littledown Harriers is committed to providing a caring, friendly, and safe environment for all of our members so they can participate in an inclusive sport where everyone belongs and can flourish.

Bullying can be defined as repeated behaviour which is intended to hurt someone either emotionally or physically and is often aimed at certain people because of their race, religion, gender or sexual orientation, or any other aspect such as appearance or disability.

This statement relates to both online and face to face bullying. Bullying of any kind is unacceptable. Bullying takes many forms but ultimately it is the perception of the victim that determines whether or not they are being bullied rather than the intention of the bully. We expect that all volunteers and staff will work together to prevent and reduce bullying.

If bullying does occur, everyone should be able to speak up and know that incidents will be dealt with promptly and effectively. This means that anyone who knows that bullying is happening is expected to tell the club welfare officer, committee member, competition provider or England Athletics.

What is bullying?

- Physical bullying, hitting, slapping, or pushing someone.
- Verbal; name calling, gossiping, or threatening someone.
- Non – verbal abuse; hand signs or text messages
- Emotional abuse; threatening, intimidating, or humiliating someone.
- Undermining, constant criticism or spreading rumours.
- Controlling or manipulating someone
- Making silent, hoax or abuse calls.

The following types of bullying are also hate crimes:

- Racial, sexual, transphobic, or homophobic bullying; and /or
- Bullying someone because they have a disability.

What is cyber bullying?

- A peer who intimidates using a social networking website;
- A coach who sends negative feedback about a participant via personal text message;
- A club member who posts negative comments about a fellow member on a club forum; and/or
- Cyber Bullying may also include threats, sexual remarks and hate speech.

E-Bullies may publish personal contact information of their victims at websites. They may attempt to act as the victim for the purpose of publishing material in their name that would defame or ridicule them.

Cyber Bullying is particularly serious due to the nature in which the abuse occurs. It can be very personal and take place in a closed private format where the victim may feel isolated, and the content will not be viewed by parents, friends or siblings. Alternatively, it could take place in a public format. It may lead to the victim rereading any material in private perhaps leading to feelings of paranoia, depression, or loneliness.

6.1 Bullying Reporting Procedures

Any person who has cause for concern about bullying within the club should report their concerns as soon as possible to the club's designated Club Welfare Officers (CWO):

welfareofficer@littledownharriers.co.uk (Welfare Officer - male);

welfareofficer2@littledownharriers.co.uk (Welfare Officer - female); or

Club committee member in their absence.

Useful contacts:

- UKA 07920 532552 safeguarding@uka.org.uk
- England Athletics welfare@englandathletics.org
- NSPCC Helpline 0808 800 5000
- Childline 0800 1111 www.childline.org.uk
- Kidscape www.kidscape.org.uk
- Anti-Bullying Alliance www.antibullyingalliance

7. Club Discipline Procedure

The club has a documented disciplinary procedure for which the club committee shall follow.

Dated: [Day] [Month] 2023

Signed on behalf of Littledown Harriers Club Committee

Role: Club Chairman

Name: Greg Hawkins

Signed:

Role: Club Secretary

Name: Suzanne Janes

Signed:

Role: Female Welfare Officer

Name: Heidi Snook

Signed:

Role: Male Welfare Officer

Name: Gary Worsley

Signed:

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