

SAFEGUARDING



Children, Young People & Vulnerable Adults

A quick reference guide for those working within Rochdale AFC, players and parents.

Things to remember...

- Treat everyone with respect setting a positive example for others.
- Respect personal space and privacy.
- Ensure another adult is present or within sight or hearing of an activity or interaction with a child / young person or vulnerable adult.
- Ensure any actions cannot be misinterpreted by someone else.
- Challenge unacceptable behaviour.
- Do not put a child, young person, vulnerable adult or yourself in a vulnerable or compromising situation.
- Do not have inappropriate physical or verbal contact with others.
- You must not keep allegations or suspected abuse secret.

What to do if...

You suspect abuse:

- Are you concerned about a child / young person's or vulnerable adult's immediate welfare (physical, emotional, sexual) or do you suspect neglect?
- Do not delay, consult an appropriate Club representative.
- Advise the Club Welfare Office or Safeguarding Officer.

An allegation is made about another person or yourself:

- Make notes, record dates, times and events. Sign them and keep a copy.
- Staff, report it to your Manager. Parents/Players report it to the Welfare or Safeguarding Officer.
- Only tell those who need to know.

A child or young person wishes to disclose they have been abused...

- Listen, keep listening, do not question or investigate.
- Do not promise confidentiality – tell them it will need to be shared.
- Assure them they are not to blame.
- Tell them what you are going to do and that they will be told what happens.
- Make careful notes of what is said, record dates, times, events when you are told. Sign them and keep a copy. Use the referral sheets if possible.
- Report it to the person whom you are responsible and either the Welfare Officer or the Club Safeguarding Officer.
- Only pass information to those who need to know.

For more information please refer to the Club's Safeguarding policies, procedures and guidelines which can be found on the Academy website www.rochdaleafc youth.co.uk

Rochdale AFC recognises that the safety and protection of those children and young people in day to day contact with the Club is paramount.

Rochdale AFC is committed to creating opportunities for adults with disabilities and mental health issues to participate in a broad spectrum of activities at the Club at the same time as creating a safe culture for the participants.

RAFC CONTACTS

David Bottomley, Lead Safeguarding Officer
e: david.bottomley@rochdaleafc.co.uk t: **0844 826 1907**

Nicola Toolan, PA to RAFC Board/Designated Safeguarding Officer
e: nicola.toolan@rochdaleafc.co.uk t: **07734 961 927**

Roy Thickett, Head of Academy Safeguarding and Player Care
e: Roy.thickett@rochdaleafc.co.uk tootootsport.com

EXTERNAL CONTACTS

Lancashire County FA: **01772 624000** countywo@lancashirefa.com

NPSCC Helpline: **0808 800 5000** www.nspcc.org.uk

Childline: **0800 1111**

Rochdale Social Services: **0300 303 0440**

Rochdale Borough Safeguarding Children Board: **01706 647474**