

Nokémono Judokwai
CHILD PROTECTION POLICY
Procedures and Guidelines

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POLICY

Nokémono Judokwai upholds the principle that all children whatever their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity have the right to protection from abuse. The members and volunteers of the club are committed to the welfare and protection of children so that they can enjoy sporting activities in safety without fear, threat or abuse.

PRINCIPLES

Children have a right to expect us to protect them from harm. By taking care to uphold these principles we can help to assure their welfare and development.

- The child's welfare is paramount.
- All children whatever their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity have the right to protection from abuse.
- We will take seriously all suspicions and allegations of abuse and respond swiftly and appropriately.
- Anyone under the age of 18 years is considered as a child for the purposes of this document.
- We recognise that working in partnership with children and their parents/carers is essential for the protection of the children and are committed to working together with the Local Area Child Protection Committee (ACPC) and to comply with its procedures.
- We recognise the statutory responsibility of the Social Services Department to ensure the welfare of children.
- Adults working with children are also provided with protection and are aware of good practice so they can be protected from wrongful allegations.

We adopt and abide by the British Judo Association's Child Protection Policy and Procedures.

OUR RESPONSIBILITIES

We recognise our responsibilities and will use our best efforts to promote good practice to protect children and reduce risk to our players and coaches.

We recognise that we have a responsibility to:

- Safeguard and promote the interests and well-being of children with whom we are working.
- Take all reasonable practical steps to protect them from harm, discrimination, or degrading treatment and respect their rights, wishes and feelings.
- Confidentiality should be maintained in line with the Human Rights Act 2000 and the Data Protection Act 1988.

Our child protection procedures are intended to:

- Offer safeguards to the children with whom we work, and to our volunteers and members in affiliated organisations.
- Help to maintain professionalism and high standards of practice.

We recognise that any procedure is only as effective as the ability and skill of those who operate it. We are therefore committed to:

- Operating sound recruitment procedures.
- Providing support, appropriate training and adequate supervision to all our coaches and officials so that they can work together with parents/carers and other organisations to ensure that the needs and the welfare of children remain paramount.

THE MAIN FORMS OF ABUSE

Physical Abuse

Where adults physically hurt or injure children by hitting, shaking, squeezing, burning and biting or by giving children alcohol, inappropriate drugs or poison. Attempted suffocation or drowning also comes within this category.

In sports situations, physical abuse might occur when the nature and intensity of training disregards the capacity of the child's immature and growing body.

Sexual Abuse

Girls and boys are abused by adults, both male and female, who use children to meet their own sexual needs.

Showing children pornographic material is also a form of sexual abuse.

Judo may involve physical contact with children and this could potentially create situations where sexual abuse may go unnoticed. Also the power of the coach or teacher over young athletes, if misused, may lead to abusive situations developing.

Emotional Abuse

Persistent lack of love and affection, where a child may be constantly shouted at, threatened or taunted which may make the child very nervous and withdrawn.

Emotional abuse also occurs when there is constant overprotection, which prevents children from socialising.

Emotional abuse in sport might include situations where children are subjected to unrealistic pressure by the parent, coach or teacher, or bullied in order to consistently perform to high expectations.

Neglect

Where adults fail to meet a child's basic needs like food or warm clothing. Children might also be constantly left alone or unsupervised. Adults may also fail to, or refuse to, give children love and affection and this could also be seen to be emotional neglect.

This occurs where there is a lack of care, supervision, protection or guidance and can be categorised as:

- Exposing children to unnecessary heat or cold conditions.
- Exposing children to a lack of food and water.
- Exposing children to unhygienic conditions.
- Exposing children to a lack of medical care.
- Nonintervention in incidents of bullying or taunting.

Bullying

It is important to recognise that in some cases of abuse, it may not always be an adult abusing a young person. It can occur that the abuser is a young person, for example in the case of bullying.

Bullying can be defined as deliberate hurtful behaviour that can take its form both physically and verbally against another person, usually repeated over a period of time, where it is difficult for those being bullied to defend themselves.

Although anyone can be a target of bullying, the victim is usually shy, sensitive and perhaps anxious or insecure. Sometimes they are singled out for physical reasons, overweight, physically small, having a disability or belonging to a different race, culture or religious belief.

Bullies can be both male and female. Although bullying often takes place in schools, it does and can occur anywhere there is poor or inadequate supervision, on the way to /from school, at a sporting event, in the playground and in changing rooms.

Bullies come from all walks of life; they bully for a variety of reasons and may even have been abused themselves. Typically bullies can have low self-esteem, be, aggressive, jealous and excitable. Crucially, they have learnt how to gain power over others.

It can occur to someone regardless of age or gender.

Ways in which bullying can manifest:

- Name calls, teases, threats, uses graffiti or gestures
- Intimidation, torments, ridicule or humiliation
- Hits, kicks or thieves
- Uses racist or homophobic taunts
- Is overly sarcastic to another person
- Uses unwanted physical contact or abusive comments

The competitive nature of sport makes it an ideal environment for the bully.

The bully in sport can be:

- A parent who pushes too hard.
- A coach who adopts a win-at-all-costs philosophy.
- A player who intimidates others.
- An official who places unfair pressure on a person.

Coaches hold a position of power in the relationship with their athlete and must not abuse this position to bully children/vulnerable young adults in their care.

It is a requirement for all within Nokémono to ensure that there are sufficient mechanisms to allow children to be able report instances of bullying.

Accusations of bullying may occur when the coach is:

- Overly zealous
- Resorts to aggressive, physical or verbal behaviour
- Torments, humiliates or ignores his/her athlete

INDICATIONS THAT A CHILD IS BEING ABUSED INCLUDE:

- Unexplained or suspicious injuries such as bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries.
- An injury for which the explanation seems inconsistent.
- The child describes what appears to be an abusive act involving him/her.
- Someone else – a child or adult, expresses concern about the welfare of another child.
- Unexplained changes in behaviour – e.g. Becoming very quiet, withdrawn, or displaying sudden outbursts of temper.
- Inappropriate sexual awareness.
- Engages in sexually explicit behaviour in games.
- Is distrustful of adults, particularly those with whom a close relationship will normally be expected.
- Has difficulty in making friends.
- Is prevented from socialising with other children.
- Displays variations in eating patterns including overeating or loss of appetite.
- Losses weight for no apparent reason.
- Becomes increasingly dirty or unkempt.

This list is not exhaustive and the presence of one or more of the indicators is not proof that abuse is actually taking place. It is not the responsibility of those working in judo to decide that child abuse is occurring, but it is their responsibility to act on any concerns.

Never assume that someone else has identified and acted on the problem.

There may be other events happening in a child's life which may be affecting their demeanour such as recent bereavement or change in family circumstances.

You should where possible work to identify possible causes in partnership with parents/carers.

LISTENING TO THE CHILD

If a child says or indicates that he or she is being abused, or information is obtained which gives concern that a child is being abused, the person receiving this information should:

- React calmly so as not to frighten the child.
- Tell the child they are not to blame and that it was right to tell.
- Take what the child says seriously, recognising the difficulties inherent in interpreting what is said by a child who has a speech disability and/or differences in language.
- Keep questions to the absolute minimum necessary to ensure a clear and accurate understanding of what has been said.
- Reassure the child, but do not make promises of confidentiality, which might not be feasible in the light of subsequent developments.
- Make a record of what has been said, heard and/or seen.

Recording the Information – Keep it clear and simple Information may need to be passed to the Social Services Department or the police and, to be as helpful as possible, it should include:

- The nature of the allegation.
- A description of any visible bruising or other injuries.
- The child's account, if he or she can give them, of what has happened and how any bruising or other injuries occurred.
- Any times, dates, or other relevant information.
- A clear distinction between what is fact, opinion, or hearsay.
- Do not delay reporting the matter by trying to obtain more information.

CONCERNS – WHAT HAPPENS NOW?

You don't have to take responsibility for deciding if child abuse is taking place or not but, if you have concerns; there are people who can help.

It is not the responsibility of any one working under the auspices the British Judo Association in a paid or voluntary capacity to decide whether or not child abuse is taking place.

However, there is a responsibility to act on concerns to protect children in order that appropriate agencies can then make inquiries and take any necessary action to protect the child.

The social services department has a statutory duty under the Children Act 1989 to ensure the welfare of a child. When a child protection referral is made its staff have a legal responsibility to make enquiries. This may involve talking to the child and family and gathering information from other people who know the child. Inquiries may be carried out jointly with the police where a crime against a child is alleged.

There is always a commitment to work in partnership with parents or carers where there are concerns about their children.

Therefore, in most situations, it would be important to talk to parents or carers to help clarify any initial concerns. For example, if a child seems withdrawn, they may have experienced bereavement in the family.

However, there are circumstances in which a child might be placed at even greater risk were such concerns to be shared, e.g. Where a parent or carer may be responsible for the abuse or not able to respond to the situation appropriately.

In these situations, or where concerns still exist inform the Social Services department as soon as possible. The Social Services department will decide how and when parents or carers will be informed.

Keep a note of the name and designation of the Social Services member of staff or police officers to whom the concerns were passed, together with the time and date of your call. Wherever possible, write to them within 24 hours to confirm the details.

- Working with players away from home
If you are working with judo players away from home (for example at tournaments, training camps, clinics or festivals), then you should inform the team manager, senior coach or course director.

It is the responsibility of these people to ensure that appropriate advice is obtained from the local Social Services department or the NSPCC.

- If your concern is about the person designated for child protection Contact your local Social Services department, the police or the NSPCC direct and tell them about your concerns.

The telephone number for Social Services is usually included in the listing for your local council and the number of your local police station will also be listed in the telephone directory. The NSPCC operates a 24-hour free phone help line telephone number 0800-800-500, you do not have to give your name but it is helpful if you do.

If you are unsure about contacting the Social Service departments, the police or the NSPCC or if your concern is about risk due to poor practice, you can contact the BJA's Child Protection Officer at the British Judo Association, Suite B, Loughborough Technology Park, Epinal Way, Loughborough LE11 3GE Tel: 01509 631670.

ALLEGATIONS OF ABUSE AGAINST MEMBERS OF STAFF AND VOLUNTEERS

Child abuse can and does occur outside the family setting. Although it is a sensitive and difficult issue, child abuse has occurred within institutions and may occur within other settings, for example, sport or other social activities.

This could involve anyone working with children in a paid or voluntary capacity, for example: a volunteer in clubs, club helpers, tutors at training camps, clinics or festivals and coaches.

Recent inquiries indicate that abuse which takes place within a public setting, is rarely a one-off event*. It is crucial that those involved in judo are aware of this possibility and that all allegations are taken seriously and appropriate action taken.

*'The Report of the Independent Inquiry into Multiple Abuse in Nursery Classes in Newcastle Upon Tyne', Published – Newcastle City Council 1994.

The person in charge may be informed of situations where it is unclear if the allegation constitutes abuse or not, and the action to be taken is not obvious.

There may be circumstances where allegations are about poor practice rather than abuse but, where there is any doubt, the person in charge should seek advice from the Social Services department, the police, or the NSPCC. This is because it may be one of a series of other instances which together cause concern.

It is acknowledged that feelings generated by the discovery that a member of staff or volunteer is, or may be abusing a child, will raise concerns among other staff or volunteers, including the difficulties inherent in reporting such matters. However it is important that any concerns for the welfare of the child arising from abuse or harassment by a member of staff or volunteer should be reported immediately.

The British Judo Association will fully support and protect any member of staff or volunteer who, in good faith, reports his or her concern that a colleague is, or may be abusing a child.

WHAT YOU NEED TO DO

Any suspicion that a child has been abused by either a member of staff or a volunteer will be reported to the person in charge.

The person in charge will refer the allegation to the social services department, who may involve the police. The person in charge should also notify the BJA's Child Protection Officer.

The parents or carers of the child will be contacted, as soon as possible, following advice from the social services department.

Every effort should be made to ensure that confidentiality is maintained for all concerned and to protect the integrity of the investigation process.

It is essential that the same procedure is used consistently when recruiting and selecting volunteers and must have passed a CRB check.

POLICY AND PROCEDURE

- Nokémono have in place a policy to protect children and keep them safe from harm.
- Everyone involved in the club is made aware of the club policy to protect children and keep them safe from harm.
- The club policy and procedures should be easily accessible to everyone involved in the club.
- Everyone involved in the club should be made aware of the procedures to follow if there are concerns.

TRAINING

- Appropriate training will be provided for volunteers so that they are aware of and sensitive to potentially abusive situations.

SUPERVISION

The Nokémono Judokwai board of directors and senior volunteers are sensitive to child abuse issues.

- They will act on concerns at an early stage.
- They will offer appropriate support to those who report concerns.

COMPLAINTS

- The management committee of all clubs should ensure that there is a well established complaints procedure in operation and that parents and their children have the relevant information that will allow easy access to this procedure.

Whistle blowing where the allegation concerns child abuse is never easy and you should feel able to report any concerns without fear of reprisal. The BJA treats all issues concerning Child Protection with the utmost confidence. However you can if you feel report the matter to any relevant body, Social Services, Police, NSPCC or BJA, who can deal with your concerns.

GOOD PRACTICE IN THE CARE OF CHILDREN

You can reduce potential risk to children and help to protect staff and volunteers by promoting good practice in your club activities and environment.

Always be publicly open when working with children.

- Avoid situations where a coach and individual players are completely unobserved.
- Coaches should refrain from demonstrating techniques with players under the age of 18. It is preferable for a coach to instruct two players to demonstrate the move by talking them through it. This is particularly applicable for groundwork. Physical contact between the coach and children should be minimised.
- Where any form of body contact is needed, ensure that it is appropriate and provided openly - particularly in groundwork situations. Always consider the views of the parents and carers as well as the child and make sure that your actions are not open to misinterpretation.
- Where possible parents should take on the responsibility for their children in the changing rooms.
- Where groups have to be supervised in the changing rooms always ensure that this is carried out by at least two male or two female staff appropriate to the sex of the group.
- It is not appropriate to allow mixed sex changing facilities.
- It is not appropriate for adults and children to share changing facilities unsupervised.

Be aware ~ as a general rule it doesn't make sense to:

- Spend excessive amounts of time alone with children away from others.
- Take children alone in car journeys, however short.
- Take children to your home where they will be alone with you.

If a situation like this is unavoidable, make sure that the person in charge or the child's parents or carers are fully aware and have given consent.

And you should never:

- Engage in rough, physical or sexually provocative games, including horseplay.
- Share a room with a child.
- Allow or engage in inappropriate touching of any form.
- Allow children to use inappropriate language unchallenged.
- Make sexually suggestive comments to a child even in fun.
- Let allegations a child makes go unchallenged, unrecorded, or not acted upon.
- Do things of a personal nature that children can do for themselves.
- Have children stay at your home with you unsupervised.
- Abuse your privileged position of power or trust with children or adults.
- Cause a participant to lose self-esteem by embarrassing, humiliating or undermining the individual.
- Have favourites.
- Resort to bullying tactics, or verbal abuse.

- Agree to meet young athlete/vulnerable adult on your own.

Just take care when children need your help It may sometimes be necessary for staff or volunteers to do things of a personal nature for children, particularly if they are young or are children with disabilities.

- Only carry out such tasks with the full understanding and consent of parents or carers of the child.
- If a child is fully dependant upon you, be responsive to them, talk with them about what you are doing and give them choices where possible particularly if you are involved in any dressing, or undressing or where there is physical contact to assist the child to carry out particular activities.
- If during your care of a child you accidentally hurt them or the child seems distressed in any manner or appears to be sexually aroused by your actions or misunderstands or misinterprets something you have done, report any such incident as soon as possible to another colleague and make a brief written note of it. Inform parents or carers about the incident as soon as possible.

GUIDANCE FOR PREVENTING ABUSE OF POSITIONS OF TRUST

This guidance is primarily intended to protect young people over the age of sexual consent but under the age of 18 years of age and vulnerable adults where a relationship of trust with an adult exists.

Young people of 16 or 17 can legally consent to some types of sexual activity but they may still be relatively immature emotionally. It is essential that those who may be in a position of responsibility and trust recognise this vulnerability and ensure that it is not exploited.

There is no simple definition of a vulnerable adult but again the position of trust and the vulnerability of adults must not be abused. The principles and guidance apply irrespective of sexual orientation; neither homosexual nor heterosexual relationships are acceptable in a position of trust.

The Sexual Offences (Amendment) Act 2000 contains a proposal that it would be unlawful for any sexual activity between a person in a position of trust and any person under the age of 18 years subject to their authority.

A Relationship of Trust can be described as one in which one party is in a position of power or influence over another by virtue of their position.

Any sexual activity, which is not freely consenting, is criminal. The sexual activity covered by abuse of trust may be ostensibly consensual, but rendered unacceptable because of the relative power positions of the parties concerned.

CODE ON ABUSE OF TRUST

The Code of Conduct on sexual activity between individuals in a relationship of trust aims to:

- Protect a young person or vulnerable adult from an unequal and potentially damaging relationship.
- Protect the person in a position of trust by preventing him/her from entering into such a relationship deliberately or accidentally by providing clear and enforceable guidance on what behaviour is acceptable

The BJA Code on abuse of Trust:

- Any behaviour, which might allow a sexual relationship to develop between the person in a position of trust and the individual or individuals in their care, must be avoided.
- Any sexual relationship within a relationship of trust is unacceptable so long as the relationship of trust continues.
- All those in an organisation have a duty to raise concerns about behaviour by coaches, staff, volunteers, managers and others, which may be harmful to those in their care, without prejudice to their own position.
- Allegations relating to a breach of the code on trust will be investigated according to the BJA complaints and disciplinary procedures.

IMAGERY

Nokémono Judokwai is committed to providing a safe environment for children/young people under the age of 18. Essential to this commitment, is to ensure that all necessary steps are taken to protect children/young people from the inappropriate use of their images in resource and media publications, on the Internet, and elsewhere.

- Ask for written permission from the player and carer/s to take and use their image. This ensures that they are aware of the way the image is intended to be used to represent the sport. The Consent Form is one way of achieving this.
- If the player is named, avoid using their photograph
- If a photograph is used, avoid naming the player. And NEVER publish personal details (email addresses, telephone numbers, addresses etc) of a child/young person
- Only use images of players in suitable dress (Tracksuit, full judogi i.e. Tshirt/shorts/skirt, off mat clothing) to reduce the risk of inappropriate use
- Try to focus on the activity rather than a particular child and where possible use photographs that represent the broad range of children/young people taking part in Judo. This might include:
 - o Boys and girls
 - o Ethnic minority communities
 - o Children/young people with disabilities

Ensure that images reflect positive aspects of children's involvement in judo (enjoyment/competition etc)

WORKING WITH CHILDREN AND YOUNG PEOPLE

The British Judo Association is committed to the welfare and protection of children. Anyone holding a position of authority within the BJA or at a BJA club is required to complete a personal disclosure form.

We all take our responsibilities towards the welfare of young players very seriously and, as a member of a national governing body, we are required to demonstrate that we do so.

With effect from January 2001, members need only update their personal disclosure forms every five years or if the details change; this will include any change of address. The date the form was completed will be recorded on the member's personal licence record and a reminder sent out for an update after five years. Any correspondence relating to personal disclosure should be addressed in confidence to the membership secretary at head office.

Child protection in relation to sport remains the subject of consideration by the authorities and agencies and, in the interests of best practice, we will continue to take appropriate advice and to adjust our procedures when necessary in order to maintain our high standards of care.