



Terms and Conditions of the Club

The aim of Heworth ARLFC as a community club is to maintain the highest standards of behaviour, both on and off the pitch. Rugby League prides itself on being a family game which prioritises creating a safe, inclusive and respectful environment for all to enjoy and achieve their full potential.

Unacceptable behaviour we want to end, includes the abuse of match officials; racism, sexism and homophobia; and the poor touchline behaviour of over competitive parents, spectators and coaches.

Under the General terms we expect all members, players, their guests and visitors to uphold the ethos of the RFL family. Some salient points are detailed below, this list is not exhaustive.

The clubs full policies and procedures can be found on the website – heworthrl.co.uk and also below:

The Club

1. The name of the club shall be the Heworth Amateur Rugby League Football Club.
2. The club has for its objects the promotion of Rugby League Football, shall be in honorary membership of the Rugby Football League, and shall be members of BARLA, the York and District Amateur Rugby League and Intermediate Union and its successors in title, and/or of such body of similar nature as may be approved by the majority of the members at an Annual General Meeting.
The club is registered as a Community Amateur Sports Club.
3. The officers of the club shall consist of a President, Chairperson, Vice-Chairperson, Honorary Secretary, Honorary Youth/Junior Secretary, Honorary Treasurer, Lead Club Welfare Officer and a committee of six, and three trustees (who shall be ex-officio members of the committee). The committee shall have the power to co-opt suitable members, up to the maximum committee membership of six. There should also be a second CWO to support the lead CWO role at the club and manage volumes, numbers and workload.
4. Not less than four weeks prior to the Annual General Meeting a notice will be posted listing all members elected for office at the previous Annual General Meeting and inviting any other full members to stand for any post, providing he or she is proposed and seconded by two other full members of the club. All nominations shall be in the hands of the Honorary Secretary two weeks prior to the Annual General Meeting, nominations will not be accepted after this period unless there are no nominations for a specific post at the two-week deadline. In the event of two or more members standing for the same post, a secret ballot of all full members attending the Annual General Meeting will take place and the person or persons receiving the highest number of votes shall be elected to the post.
5. Members' annual subscriptions shall be such sum or sums as may be determined at the Annual General Meeting, such subscriptions to be paid on signing. Other subscriptions paid on match days shall be submitted to the treasurer and used towards the general running costs of the club. Members paying the appropriate subscription that may be determined by the committee will be

entitled to attend all home league fixtures free of charge. For home cup ties members must pay the appropriate admission determined by the committee.

6. The Annual General Meeting shall be held not later than 31st October each year to receive the annual report and balance sheet, to elect officers, to consider any amendments to rules, and to deal with such other business as may be considered relevant.

7. The club colours shall be black and white, and shall be registered as such.

8. All matches shall be played under the laws of the Rugby Football League and/or any other affiliated leagues to which the club is in membership.

The President

9. The President shall be elected at the Annual General Meeting. He or she may preside over all meetings of the club and the full committee. Should there be an equal number of votes on any question, he or she shall have a second and casting vote. He or she shall ex-officio be a member of all sub-committees, but shall not necessarily be Chairman or Chairwoman thereof.

Vice-Presidents

10. Individuals will be entitled to be Vice-Presidents when making a donation of not less than £25. Vice Presidents will be entitled to full membership rights. They shall not ex-officio sit on either the full committee or any sub-committee, but may be elected members of either at the Annual General Meeting.

The Chairperson

11. He or she shall be elected at the Annual General Meeting. He or she shall ex-officio be a member of all committees and sub-committees. In the absence of the President he or she shall preside over the full committee meetings, and shall have a second and casting vote in the event of an equal vote on any question.

Honorary Secretary

12. The Honorary Secretary shall be elected at the Annual General Meeting.

13. All communications relating to matches, referees, touch judges, registrations and all other matters connected with the club shall be addressed to the Honorary Secretary, who shall conduct all correspondence, unless any part of the foregoing is delegated to any other official by the committee.

14. The Honorary Secretary shall convene a special general meeting at the discretion of the committee, or at any time on receiving a requisition signed by not less than 25 full members.

15. The notice of any amendment or alteration to the rules, with the names of the proposer and seconder, shall be given in writing to the Honorary Secretary not less than 14 days before the date fixed for the Annual General Meeting, or special general meeting called for the purpose of amending or altering rules. Notice of any such amendment or alteration shall be circulated by the Honorary Secretary to full members at least seven days before the said meeting.

16. He or she shall ex-officio be a member of the full committee.

Honorary Youth and Junior Secretary

17. The Honorary Youth/Junior Secretary shall be elected at the Annual General Meeting.

18. The Honorary Youth/Junior Secretary will conduct all communications relating to matches played at under 18 level and below. Duties will include the organisation of referees, touch judges, and player registrations, unless any part of the foregoing is delegated to any other official by the committee. He or she will liaise at all times with the Honorary Secretary.

19. He or she shall ex-officio be a member of the full committee.

Honorary Treasurer

20. He or she shall be elected at the Annual General Meeting and shall ex-officio be a member of the full committee and any sub committee charged with matters of finance.

21. He or she shall receive all subscriptions and monies accruing to the club, and shall make all payments directed on behalf of the club, and shall keep proper accounts of the same. Such accounts shall be audited each year at the discretion of the committee.

Lead Club Welfare Officer

22. The Lead Club Welfare Officer shall be elected at the Annual General Meeting.

23. The Lead CWO will act as first point of contact for coaches, parents or children who may have concerns.

He or She will ensure any concerns that are reported to them will be acted upon in confidence and immediately and, if required, should be reported to the RFL so the RFL can decide an appropriate course of action.

The Committee

24. The committee shall consist of seven full members irrespective of ex-officio members, who shall be elected at the Annual General Meeting. Power to co-opt is limited so that the total membership of the committee, not including ex-officio members, shall not exceed seven.

25. The committee shall meet on a monthly basis. At its first meeting after election the committee shall appoint such sub-committees as it may think fit and define their duties. At the same meeting it shall decide what number shall comprise a quorum, and shall appoint such coaches and assistant officials as it deems desirable.

26. The committee shall be responsible for the direction of the club's affairs, and all complaints shall be heard by not less than two committee members. No member of the committee concerned in any such complaint shall take part in the decision thereon. Any member dissatisfied with the decision of the committee shall have the right to request a review of the decision by two different committee members or trustees. If the review makes a different finding this will be considered by the full committee who will then make a decision on the final outcome.

The Trustees

27. All assets of the club are vested in the trustees. The trustees shall have the power to apply for loans on behalf of the club. Applications for financial grants or loans must have the consent of the trustees. The trustees shall be ex-officio members of all committees and sub-committees. When a vacancy exists, the remaining trustees shall invite someone with a common interest in the affairs of the club to join them. In the event of a dissolution or winding up of the club, or the club not fielding a team for five years or more the trustees have the power to dispose of the club assets and property and to apply those assets and property for approved sporting or charitable purposes including in particular:

- a) the purposes of the sport's governing body for use in related community sport and/or;
- b) the purposes of another community amateur sports club and/or;
- c) the purposes of a registered charity.

The Clubhouse

28. The clubhouse is for all members and their guests who wish to participate in all the club's sporting and social activities.

29. Until a candidate is elected as a member he or she shall not be entitled to any privileges of the club.

30. Every candidate for family and social membership shall on payment of the subscription be entitled to use the club's facilities providing they abide by the constitution of the club. They shall have no voting rights at the annual general meeting.

Membership

31. Membership shall be at the sole discretion of the committee, but membership cannot and will not be refused on the grounds of discrimination either direct or indirect and this includes in particular:

- (i) discrimination on the grounds of ethnicity, nationality, sexual orientation, religion or belief and;
- (ii) discrimination on the grounds of sex, age or disability except as a necessary consequence of the requirements of playing rugby league (but this shall not apply to non-playing members of the club);

(iii) Under the rules of the club persons may not—

(a) be admitted to membership, or

(b) be admitted, as candidates for membership, to any of the privileges of membership,

without an interval of at least two days between their nomination or application for membership and their admission.

(iv) Condition 2 is that under the rules of the club persons becoming members without prior nomination or application may not be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.

(v) the above shall not prevent the club from having (if it so decides) different classes of membership depending on:

a) the age of the member;

b) whether the member is a student;

c) whether the member is waged or unwaged;

d) whether the member is a playing or non-playing member;

e) how far from the club the member lives or;

f) any restriction on the days or times when the member has access to the club's facilities.

32. The management of the club shall be entrusted to the officials and committee who shall be elected at the Annual General Meeting.

33. All persons under the age of 18 years will not be allowed to purchase or consume intoxicating liquor on the club's premises or grounds.

34. Every member shall pay by the 31st of March each year (or by Direct Debit arranged by the 31st March) such subscriptions as are determined at the Annual General Meeting, provided that any persons admitted to membership after the 30th September in any year shall pay one-half only of the subscription which would otherwise be due in respect of such part year.

a) Life Member – a person invited by the trustees as recognition of services provided to the club over a period of time. They shall be entitled to full voting rights and use of all the club's facilities;

b) Full Member – a person who has been accepted by the committee as having the best interests of the club at heart and on payment of the annual subscription shall have full voting rights and use of the club's facilities;

c) Family Member – the parents/guardians of junior players who on payment of the annual subscription will be entitled to use the club's facilities. They shall have no voting rights;

- d) Social Member – a person who on payment of the annual subscription be entitled to use the club's facilities. They shall have no voting rights;
- e) Full Playing Member – a person who shall be eligible to play in the Open Age on the 1 March of the playing season. On payment of the annual subscription they shall be entitled to full voting rights, use of the club's facilities and play in any team for which they are eligible;
- f) Youth/Junior Playing Member – a person who has not reached the age of 18 by 1 March of the playing season. On payment of the annual subscription they shall have use of the club's facilities (whilst adhering to any age restrictions imposed on gym access) and play in any team for which they are eligible, but will have no voting rights.

35. Subscriptions and membership fees will be set at the Annual General Meeting for the following season.

36. No person shall at any time be entitled to receive at the expense of the club or any member thereof any commission percentage or similar payment on or with reference to purchases of intoxicating liquor by the club, nor shall any person directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the club to members or guests apart from any benefit accruing to the club as a whole and apart also from any benefit which a person derives indirectly by reason of the supply giving rise to or contributing to the general gain from and carrying on of the club.

37. The purchase for the club and the supply by the club of intoxicating liquor shall be in the absolute discretion of the committee. The committee shall in no way be restricted in freedom of purchase.

38. The following persons may be admitted to the club's registered premises (other than members and their guests) and intoxicating liquor may be sold to such persons by or on behalf of the club for consumption on the premises and not elsewhere:

- a) visitors who are members or supporters of a team engaged in any sporting or similar fixture sponsored by or under the aegis of the club on the day of such fixture;
- b) visitors who are members of any other club having the same or similar objects and to whom a general invitation has been extended by or on behalf of the club to a specific social function on the occasion of such function;
- c) members of the club, may at the discretion of the committee, utilise the club facilities for their own use and invite not more than 120 (one-hundred and twenty) guests. This facility is limited to not more than fifteen applications per year;
- d) other than 36(c) above, a member may not introduce more than two guests at any one time and the names of the guests must be entered in the club visitors book.

39. No money or property of the club or any gain arising from the carrying on of the club shall be applied other than for the benefit of the club.

40. All members are expected to conduct themselves in a proper and orderly manner at all times both on and off the club premises.

41. The committee shall have the power to expel any member who shall offend against the rules of the club or whose conduct shall in the opinion of the committee have the potential to bring the club into disrepute, is unacceptable towards other members, volunteers or visitors to the club,

or shall in any other way render him or her unfit for membership of the club. Before any such member is expelled the Honorary Secretary shall give him or her seven days written notice to attend a meeting with not less than two representatives of the committee and shall inform him or her of the complaints made. Membership, use of club facilities and ability to attend club events may be suspended in lieu of the meeting outcome. No member shall be expelled without first having the

opportunity of appearing before a minimum of two members of the committee and answering complaints made against him or her, nor unless at least two-thirds of the committee then present a vote in favour of his or her expulsion.

General

42. All members are expected to assist the committee at all times in the general upkeep of the club, club premises and ground.

41. All playing members must provide their own training kit.

43. The coach and his or her staff shall be solely responsible for training. No player shall be selected unless he or she has attended at least one training session a week or can give proof of fitness and/or cause for absence.

44. The club will provide mandatory insurance cover as directed by the Rugby Football League. Any other insurance cover will be arranged at the discretion of the elected committee and be only available to fully paid-up playing members aged 18 years or above on 1 March at the beginning of the playing season. Any claim must be notified to the honorary treasurer within seven days of the incident, he or she will inform the claimant of the correct procedures to be followed and medical certificated to substantiate any claim must be provided by the player at their own expense.

45. Any other matter shall be dealt with at the committee's discretion.

46. The club will take all reasonable and legal measures to ensure the sale and consumption of alcohol on premises is only to persons of legal age (over 18)

47. The club will operate within standard licensing hours and will ensure no Under 16s are on the premises beyond 22:00 when the bar is open.

Voting

48. Only members with full voting rights, Vice Presidents and the officers of the club shall be entitled to vote at the Annual General Meeting.

HEWORTH AND RFL SAFEGUARDING POLICY

Every effort has been made by the RFL to ensure the accuracy of this information at the time of publication. This Policy is binding and forms part of the RFL Operational Rules. For guidance the reader is advised to contact the RFL Safeguarding team or take further advice if necessary. Where a synopsis of the Operational Rules is given the full Operational Rules as published by the RFL from time to time take precedence.

Acknowledgements

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CPSU

0116 366 5590 0116 366 5495 cpsu@nspcc.org.uk www.thecpsu.org.uk

NSPCC Child Protection Helpline - 0808 800 5000

Children's Front Door on 01904 551900 or email childrensfrontdoor@york.gov.uk.

Outside office hours, at weekends and on public holidays contact the emergency duty team on 01609 780780.

INTRODUCTION

Sport can and does have a very powerful and positive influence on people – especially children. Not only can it provide opportunities for enjoyment and achievement; it can also develop valuable qualities such as self-esteem, leadership and teamwork. These positive effects can only take place if sport is in the right hands – in the hands of those who place the welfare of all children first and adopt practices that support, protect and empower them.

The reality is that abuse, not only sexual abuse but physical and emotional abuse, as well as bullying, does take place in sport although rarely; and in some cases, coaches and other trusted adults in sport including Rugby League have been convicted of such offences through the courts or found guilty of Misconduct by the RFL.

The RFL is committed to working in partnership with all agencies to ensure that information and training opportunities are available to ensure and promote best practice when working with children. Adopting best practice will help to safeguard these participants from potential abuse as well as preventing any unfounded allegations of abuse being made against coaches and other adults in positions of responsibility. The RFL Safeguarding Policy allows children to excel in a safe environment and transmit a reassuring signal to parents that positively impacts on participation.

This document is binding for the game as a whole to everyone in Rugby League, whether involved in either a professional or voluntary capacity or as a parent, spectator or participant.

It is recognised that child abuse may be an emotive and difficult subject, however everyone in Rugby League has a duty of care towards children and other vulnerable players and officials and must help to protect them from abuse.

1 SAFEGUARDING POLICY

1.1 INCORPORATION

The RFL Safeguarding Policy and associated policies and procedures have been adopted by the whole game. All individuals involved in Rugby League in England at every level, including but not limited to players, match officials, coaches, administrators, club officials, parents, agents and spectators and all are bound to abide by this Policy, by the RESPECT Code of Conduct, by the Tackle It Policy, by the Rugby League Coach's Code of Conduct and by any other applicable Code of Conduct published by the RFL. All such individuals by participating or being involved in Rugby League are deemed to have assented to and as such recognise and adhere to the principles and responsibilities embodied in this Policy & the Codes.

1.2 POLICY STATEMENT

Every child who plays or otherwise participates in Rugby League should be able to take part in an enjoyable and safe environment and be protected from abuse. This is the responsibility of every adult involved in rugby league.

The RFL recognises its responsibility to safeguard the welfare of all children by protecting them from physical, emotional or sexual harm and from neglect or bullying.

The RFL is committed to working to provide a safe environment for all children to participate in the sport to the best of their abilities for as long as they choose to do so.

The RFL recognises that all children have a right to be protected from abuse irrespective of their age, gender, culture, disability, race, faith, religious belief and/or sexual orientation.

The child's welfare is paramount and will be put before other considerations such as winning matches or the success and achievement of adults or clubs or representative teams.

The RFL recognises that abuse and poor practice does take place in sport and that raising awareness and understanding of the main forms of abuse and poor practice and encouraging reporting if abuse or poor practice is suspected, will further safeguard children participating in Rugby League.

1.3 KEY PRINCIPLES

- Every adult has a moral and statutory duty for the care, custody and control of any child under the age of 18 under their supervision
- The child's welfare is paramount
- All children, irrespective of age, disability, faith, gender, race or sexual orientation have the right to be protected from abuse
- All incidents, allegations or suspicions of poor practice or abuse will be taken seriously and responded to swiftly and appropriately in confidence where possible
- All children have a right to play or otherwise participate in the game of Rugby League in a safe and enjoyable environment
- All children in this context includes, but is not limited to, players, officials & volunteers, match officials, ball boys & girls, cheerleaders and dancers, pre-match entertainment participants, spectators and/or visitors.
- Children have a right to expect appropriate management, support, personal and social development with regard to their involvement in the game of Rugby League, whether they are playing, volunteering or officiating in the community or professional game
- All those involved in Rugby League will be provided with appropriate policies, training and support to ensure they are able to implement this policy.

1.4 SAFEGUARDING REMIT

Safeguarding has a broad remit within the game of Rugby League. All those involved in the management of children in Rugby League have a duty to ensure that all children are:

- Allowed access to the game in a way that is appropriate for their age and ability
- Coached and trained by appropriately qualified staff
- Not required to play in so many games, or to attend training sessions, as to become a threat to their physical or emotional well being
- Allowed and encouraged to participate for fun and enjoyment rather than results on the pitch
- Not subjected to emotional (verbal) abuse or bullying from any source, including from the touch lines (based on their age, disability, faith, gender, race or sexual orientation and references to ability, height, weight or any other characteristics)

- Not subjected to physical abuse, bullying or undue pressure from any source
- Not subjected to sexual abuse
- Not subjected to neglect
- Not subjected to poor practice
- Encouraged to achieve their full potential at all levels
- Instructed and set examples about how to behave, both on and off the pitch
- Afforded respect in any playing and training situation and any other Rugby League environment.

1.5 SAFEGUARDING VULNERABLE GROUPS RULES

The Safeguarding Vulnerable Groups Rules have been adopted by the RFL, its Members and any other relevant body in England and participation, officiating, spectating or any other involvement in the game in England is dependent on acceptance of the Rules and this Policy. To ensure clarity and consistency in the matter of issues relating to Safeguarding, all Members of the RFL have delegated responsibility to the RFL.

1.6 DEFINITIONS & ASSUMPTIONS

This Policy is based on the following principles:

- Child - This policy recognises and builds on the legal and statutory definitions of a child, the distinction between ages of consent, civil and criminal liability are recognised but in the pursuit of good practice in the delivery and management of Safeguarding in Rugby League, a child is recognised as being under the age of 18 years (Children’s Act 2004 definition).
- Adult at Risk – “any person aged 18 years and over who is or may be in need of community care services by reason of mental health issues, learning or physical disability, sensory impairment, age or illness and who is or may be unable to take care of him/herself or unable to protection him/herself against significant harm or serious exploitation”. Throughout this policy any reference to a child also applies to a young person or adult at risk unless otherwise stated.
- Confidentiality should be upheld in line with the Data Protection Act 1984 and the Human Rights Act 2000 with the rider that the welfare of the child is paramount.
- The term “parents” used throughout this document as a generic term to represent parents, carers and guardians.
- The term “club” is used throughout this document as a generic term to represent any Rugby League agency in charge of players under the age of 18 years or vulnerable adults and includes, but is not limited to, Leagues, schools, festivals, tournaments, representative sides and Match Officials Societies.
- “Members” shall mean those organisations which are members of the RFL from time to time.

1.7 LEGAL FRAMEWORK

The RFL’s approach to Safeguarding is based on the principles recognised within UK and international legislation and Government guidance. The following has been taken into consideration:

- The Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Working Together to Safeguard Children (DOH) 2015
- The Children Act 1989
- The Children Act 2004
- The Human Rights Act 1998
- The Sexual Offences (Amendments) Act 2000
- The Sexual Offences Act 2003
- The Police Act 1997
- The Protection of Children Act 1999
- The Rehabilitation of Offenders Act 1974
- Data Protection Act 1998
- Information Sharing Advice for Safeguarding Practitioners 2015

2 RESPONSIBILITY FOR SAFEGUARDING IN RUGBY LEAGUE

2.1 WHO HAS RESPONSIBILITY FOR SAFEGUARDING IN RUGBY LEAGUE?

The RFL and all individuals, clubs, leagues, societies, associations and other agencies involved in Rugby League will:

- Accept the moral and legal responsibility to implement safeguarding procedures and to provide a duty of care for children, safeguard their wellbeing and protect them from abuse and poor practice
- Listen to children and respect and promote their rights, wishes and feelings
- Recruit, train and supervise its employees and volunteers to adopt best practice to safeguard and protect children from abuse
- Require all staff and volunteers to adopt and abide by this Safeguarding Policy, the RESPECT Code of Conduct and the Rugby League Coach's Code of Conduct
- Respond to any allegations appropriately
- Report all concerns, allegations or disclosures to the RFL (as set out below)
- Recognise that it is the responsibility of the RFL Safeguarding Case Management Group, experts and agencies to determine whether abuse has taken place but it is everyone's responsibility to report any concerns
- Recognise that working in partnership with children, their parents and other agencies is essential for the protection of children
- Co-operate fully and promptly with the statutory bodies and/or the RFL in any investigation
- Recognise the statutory responsibility of the Designated Officers (also known as Local Authority Designated Officer to ensure the welfare of children and work with them to comply with procedures.

2.2 RFL SAFEGUARDING MANAGER

The role of the RFL Safeguarding Manager is to:

- Take the lead role in the development and establishment of the RFL's approach to safeguarding children, including reporting to the RFL Board and producing the RFL's Safeguarding Policy
- Manage cases of poor practice and/or abuse reported to the RFL and keep suitable records in accordance with Data Protection Act
- Manage referrals to Designated Officers and/or Children's Social Care and/or Police and/or other agencies as appropriate
- Be a central point of contact for internal and external agencies
- Represent the RFL at external meetings related to Safeguarding
- Co-ordinate dissemination of policy, procedures and resources throughout the organisation
- Provide advice and support to the League and Club and Match Officials' Society Welfare Officers
- Advise on the RFL's Safeguarding training needs and develop a training strategy
- Maintain confidentiality in cases except where to do so would put a child at risk
- Maintain, roll out & review the RFL Safeguarding Plan
- Ensure 'Standards for Safeguarding & Protecting Children in Sport' (CPSU, 2002) are met
- Attend CPSU National Lead Officers' meetings and training.

2.3 LEAGUE WELFARE OFFICER

Each League should appoint a League Welfare Officer who has been DBS checked at an enhanced level and attended training as required by the RFL from time to time. The League should notify the RFL Safeguarding Officer who is taking this role for their League. The role of the League Welfare Officers is to provide the following service within their League:

- Encourage and promote best practice
- Encourage roll out of DBS checking
- Ensure each club has an appropriate Club Welfare Officer in post
- Promote the RFL's education opportunities
- Act as a point of contact should a member of a club have a concern or query
- Refer all concerns or queries to the RFL in line with the reporting procedures below
- Act as a link between the RFL and the League
- Receive confidential information from the RFL SCMG about cases on a need to know basis

2.4 CLUB WELFARE OFFICER

All clubs must identify a designated person to take the role of Club Welfare Officer (CWO) who will lead on Safeguarding within the club. Before this person takes up their role they must be registered with the RFL, a process which includes undertaking an enhanced DBS check and attending such training as is required from time to time. Once clearance has been received from the RFL, a photo ID card will be issued to validate the appointment.

The CWO must have a formal role on the club's management committee and be supported by the management committee. The CWO will require support from the club, and designated training and support will be provided by the RFL. Clubs running a number of teams may need to appoint more than one CWO to ensure sufficient cover.

The role of the Club Welfare Officer is to:

- Ensure all coaches and significant others are DBS checked
- Attend the 'Safeguarding and Protecting Children' course and 'Time to Listen'
- Attend the RFL Safeguarding Conference at least every two years
- Ensure that Coaches have attended the 'Safeguarding and Protecting Children' course
- Act as first point of contact for coaches, parents or children who may have concerns (contact details must be included on the club website and noticeboard)
- Report any concerns to the RFL
- Ensure that information from the RFL is disseminated to relevant club personnel CWO

The CWO should also be:

- Appointed and supported by Committee
- Able to identify poor practice and abuse – behaviour that is harmful to children.
- Aware of the RFL's role and responsibilities to safeguard the welfare of children
- Aware of the boundaries of the CWO role, e.g. it is not the CWO's role to investigate allegations; it is the duty of the CWO to report concerns in line with the RFL reporting procedures.
- Able to Comply with confidentiality requirements
- Working within the RFL Safeguarding policy and procedures
- Aware of Equality and Diversity issues and Safeguarding.

All the above can be obtained through attending Safeguarding & Protecting Children training, RFL 'Time to Listen' training and via the regular RFL updates and conference.

2.5 MATCH OFFICIALS SOCIETY WELFARE OFFICER

All Match Officials Societies must identify at least one designated person to take the role of Match Officials Society Welfare Officer (MOSWO) to handle Safeguarding issues. Before this person takes up their role they must be registered with the RFL, a process which includes undertaking an enhanced level DBS check and attending such training as required from time to time. Once clearance has been received from the RFL, a photo ID card will be issued to validate the appointment.

The MOSWO must have a formal role on the Match Officials Society Committee and be supported by the Committee. The MOSWO will require support from all members of the Society, designated training and support will be provided by the RFL.

The MOSWO has the same role and requires the same knowledge as a CWO as set out above. Throughout this Policy where the term CWO is used the same applies to a MOSWO where applicable.

3 BEST SAFEGUARDING PRACTICE IN RUGBY LEAGUE

3.1 DUTY OF CARE

Every person, club, league or other organisation in Rugby League has a legal duty of care to ensure the safety and welfare of any child involved in Rugby League or related activities, to safeguard them and protect them from foreseeable forms of harm.

Safeguarding involves all involved in Rugby League acknowledging that this duty of care exists and putting practical measures in place throughout the game to minimise the likelihood of foreseeable harm arising.

3.2 GETTING THE POLICIES & PROCEDURES IN PLACE

The following is a list of the fundamental duties of every Club to demonstrate this duty of care. Other organisations such as Leagues, schools, festivals, tournaments, representative teams and Match Officials Societies must take the appropriate and relevant steps for their circumstances – the RFL is available to offer advice as required.

All clubs must:

- Display their Club's own Safeguarding Policy Statement prominently
- Follow the RFL reporting procedures for concerns, allegations and disclosure
- Recruit, appoint and arrange for the training of a CWO who is the designated contact for Safeguarding issues ☑ Adopt the RESPECT code of conduct
- Have a Safeguarding policy which everybody at the club understands and puts into practice on a daily basis.
 - Ensure that the following policies & procedures exist within the Club:

Policies

- Safeguarding Policy
- Selection & Recruitment Policy
- Whistle Blowing Policy
- First Aid Standards
- Dressing Room Policy
- Anti-Bullying Policy
- Equality Policy
- RESPECT
- 100% ME Anti-Doping Policy
- Confidentiality and Data Protection
- Managing Challenging Behaviour & the Use of Force
- Travel Policy
- Social Media Policy

Procedures

- Procedures for reporting concerns of abuse or poor practice child
- Complaints & disciplinary procedures

- System for collecting player information and parental consent
- A forum for children to express their views
- Information for parents and children
- Transport & away game/tour procedures
- Recruitment and Selection procedures

These policies and procedures are available on the Heworth and RFL website

3.3 RECRUITMENT, EMPLOYMENT AND DEPLOYMENT OF STAFF AND VOLUNTEERS

Anyone may have the potential to abuse children and some sex offenders use sport as a means to access and groom children in preparation for abuse, therefore all reasonable steps must be taken to ensure that people who are potential perpetrators of abuse or are otherwise unsuitable to work with children and young people due to their sexual or other behaviours are prevented from doing so.

It is also important to ensure that individuals who have a record of violence or an inability to control their temper or a record of domestic or animal abuse or abuse of drugs are appropriately risk assessed and where appropriate do not have access to children.

However, having a criminal record does not necessarily prohibit an individual from working with children. The RFL are obligated to conduct thorough risk assessments on any DBS disclosures that include relevant information. All staff involved in the risk assessment process are trained and carry out risk assessments in line with their training and the provisions of the RFL Policy on the Rehabilitation of Offenders. It is essential that the same procedures are used consistently for all posts whether staff or volunteers are full time or part-time.

Under this Policy all individuals working on behalf of, or otherwise representing, an organisation is treated as employees whether working in a paid or voluntary capacity.

All Clubs at all levels must use the recruitment procedures set out in detail on the RFL website and these must be followed for all relevant recruitment whether of staff or volunteers. Clubs should remember that these procedures should be applied to people who are already involved in the club and subsequently take on a role which gives them greater access to children. Clubs should ensure that those staff and volunteers already involved in the game undergo the appropriate parts of the recruitment procedures in particular DBS checks, although these are only part of a safe and effective recruitment and selection procedure.

In particular, pre-appointment checks should be made including carrying out Disclosure & Barring Service (DBS) checks through the RFL and taking up references. DBS checks must be completed every three years for existing staff or more frequently if instructed to do so by the SCMG. Coaching staff must have their qualifications checked and their coaching licence must be inspected and the number recorded. Coaches must also be reminded that they have agreed to abide by the Coaches Code Conduct and the RESPECT Code of Conduct. Coaches (and other volunteers where relevant) should be given copies of these documents

Once volunteers and staff are in place it is essential that their behaviour and performance is monitored and feedback given. Club Management should be vigilant and look out for any concerns about poor practice or abuse and act on them at an early stage following the guidelines in this document. The Club management should also offer appropriate support, through liaison with the RFL Safeguarding Manager to those who report concerns/complaints.

3.4 GENERAL PRINCIPLES OF GOOD PRACTICE

The following is a non-exhaustive list of the general principles of good practice with children:

- Treating all children equally, and with respect and dignity
- Promoting a culture which ensures children are listened to and those views acted on
 - Respecting all children as individuals
- Always putting the welfare of each child first, before winning matches or achieving goals
 - Making rugby league fun, enjoyable and promoting fair play
- Ensuring that all disciplinary sanctions are fair, proportionate to the issue and the child's age, and do not involve violent or physical punishment or humiliation
 - Communicating with parents to promote positive outcomes for children
- Physical exertion, e.g. running around the pitch should not be used as a method of punishment
- Always working in an open environment (e.g. not having private or unobserved situations and encouraging an open environment (e.g. no secrets)
- Maintaining a safe and appropriate distance, both physical and emotional, with children
- Building balanced relationships based on mutual trust which empowers children to share in the decision-making process
- Not having sexual relationships with children at the club including 16 or 17 year olds - this includes all coaches and other staff or volunteers at a club
- Being an excellent role model – this includes not smoking or drinking alcohol in the company of children whilst undertaking any role within an RFL setting, promoting a healthy diet and condemning the use of illegal and performance enhancing substances

3.5 EQUALITY & DIVERSITY

Equality protects people from being discriminated against on the grounds of group membership i.e. gender, race, age, disability, religious beliefs, faith and sexual orientation. It is based on the legal obligation to comply with anti-discrimination legislation. For more information on relevant Equality legislation please contact the RFL.

Diversity is recognising, valuing and respecting the diversity of everyone. Diversity encompasses visible and non-visible differences which may include, but are not limited to, differences protected by the Equalities Act 2010.

All employees and volunteers should guard against making assumptions about an individual's identity based on stereotypes. As well as being inappropriate it can be very misleading making it less likely that a worker will be able to identify any problems or concerns or gain the trust and respect of the individuals that they are working with.

Why is a commitment to Equality and Diversity essential?

1 It is morally the right thing to do – both in terms of everyone's wellbeing and the wider reputation of the club as a safe and welcoming environment

2 It makes good business sense – if a club is seen to be inclusive, to challenge inequality and discrimination and to ensure the safety and well-being of all participants – there will be increased participation particularly among underrepresented groups and a greater likelihood that participants will stay involved

3 Legal responsibility – if a child experiences discrimination, victimisation or harassment based on their gender, race, disability, religious beliefs, faith, age or sexual orientation the club could face legal proceedings which are costly in terms of possible fines as well as a damaging loss of reputation

3.6 EDUCATION

It is essential that a sufficient number of individuals within the club have a basic level of Safeguarding training to ensure that this Policy is adhered to throughout the club. The current course which gives this knowledge is 'Safeguarding and Protecting Children' (SPC.) This course is a sports coach UK course which is required for the RFL L2 Coaching Licence and is strongly recommended for all those working with children.

CWOs need more knowledge than other volunteers in order for them to be as effective as possible in fulfilling their role and responsibilities. This knowledge is imparted through the 'Time To Listen' (TTL) course. This course was designed by the NSPCC Child Protection in Sport Unit (CPSU) and has been amended by the RFL (with CPSU approval) to reflect practices within the game. Although this course is primarily aimed at CWOs, other volunteers are more than welcome to attend in order to increase their knowledge.

3.7 MANAGING CHALLENGING BEHAVIOUR

Coaches & other volunteers may have to deal with challenging behaviour from the children or young people in their care. It is important that those involved in youth and junior Rugby League are aware of the RFL's Policy for Managing Challenging Behaviour which can be found on the RFL website.

This Policy aims to encourage good practice, suggest some strategies and sanctions which can be used and identify unacceptable sanctions or interventions which must never be used.

The Policy is based on the following principles:

- The welfare of the child is paramount
- All those involved in the sport including children, coaches & volunteers should have clear guidelines about the standard of behaviour which is expected and the processes for dealing with behaviour which is unacceptable
- Children must never be subject to any form of treatment that is harmful, abusive, humiliating or degrading
- Some children's behaviour may be caused by medical or psychological conditions. Coaches & volunteers may need additional help including discussing the child's needs with parents and/or carers and possibly from external agencies that already support that child
- Rugby League can be a beneficial experience for all children and children should only be excluded from the sport in exceptional cases.

4 ABUSE &/OR POOR PRACTICE

4.1 RECOGNISING ABUSE &/OR POOR PRACTICE

It is essential that all adults involved with children in Rugby League understand what constitutes abuse and/or poor practice, how to recognise it and how to respond to disclosures and allegations

(see Section 5). Abuse and poor practice can be very emotive and difficult subjects; however, it is important that they are discussed openly at clubs as this helps create an environment where people are more aware of the issues and sensitive to the needs of children. This open environment also gives people more confidence in recognising abuse and /or poor practice and reacting to it.

Abuse can and does occur outside the family setting. Even for those experienced in working with child abuse, it is not always easy to recognise a situation where abuse may occur or has already taken place. The staff and volunteers in Rugby League, whether in a paid or voluntary capacity, are not experts at such recognition. However, they do have a responsibility to act if they have any concerns about the behaviour of someone (an adult or another child) towards a child and to follow the procedures set out in Section 5 of this document.

4.2 DEFINING ABUSE

Any person may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Children may be abused in a family or institutional or club environment by people known to them or more rarely by a stranger. Children can be abused by adults or by other children and some forms of abuse may be carried out through social media.

The effects of abuse can be extremely damaging and if allowed to continue or left unacknowledged may follow a person into adulthood. For instance, a person who has been abused as a child may find it difficult to maintain stable or trusting relationships, may suffer from low self-esteem or self-harm, may become involved in drugs or prostitution, may attempt suicide and may inflict the same behaviour on to other children in future.

4.2.1 Categories of Abuse

Physical Abuse

A child is physically hurt or injured by an adult or an adult gives drugs or alcohol to a child.

Neglect

A child's basic physical needs are consistently not met or they are regularly left alone or unsupervised.

Sexual Abuse

An adult or peer uses a child to meet their own sexual needs.

Emotional Abuse

An adult persistently criticises, denigrates or puts unrealistic expectations on a child or subjects them to abuse due to their gender, race, age, disability, religion and faith and sexual orientation.

Bullying

An adult or peer persistently or repeatedly uses hostile and/or intimidating behaviour towards a child.

4.2.2 Poor Practice

Poor practice is the term used to describe practice which falls below the standards expected to such an extent that a child's welfare is compromised and is where an adult's or another child's behaviour is inappropriate and may be causing concern to a child. In application of this Policy, poor practice includes any behaviour of a Safeguarding nature which contravenes the RESPECT Code of Conduct or Coaches Code of Conduct, infringes an individual's rights and/ or is a failure to fulfil the highest standards of care. Poor practice is unacceptable in Rugby League, should never be sanctioned and will be treated seriously with appropriate actions taken.

Some examples of Poor Practice are:

- Insufficient care is taken to avoid injuries e.g. by excessive training or inappropriate training for the age or maturity, experience and ability of players
- Giving continued and unnecessary preferential treatment to individuals and regularly or unfairly rejecting others e.g. singling out and focusing on the talented players or the coach's own children or not having a fair team selection policy
- Having a win at all costs mentality.
- Placing children in potentially compromising and uncomfortable situations with adults
- Allowing abusive or concerning practices to go unchallenged and unreported e.g. failing to deal with or report a coach who ridicules or swears at players who make a mistake during a match
- Ignoring health and safety rules
- Failing to adhere to the game's RESPECT or other codes of conduct
- Failing to act to prevent one child harming or abusing another
- Issuing disciplinary sanctions which are not proportionate to age and/or involve violent or physical punishment or humiliation

4.2.3 Practice Never to be Sanctioned

No one involved in the game should ever:

- Engage in rough, physical or sexually provocative games, including horseplay
- Share a room with a child
- Shower with a child
- Allow or engage in any form of inappropriate touching
- Allow children to use inappropriate language unchallenged
- Make sexually suggestive comments to a child, even in fun
- Reduce a child to tears as a form of control
- Allow allegations made by a child go unchallenged, unrecorded or not acted upon
- Do things of a personal nature for children, young people or disabled adults, that they can do for themselves
- Take a child or children to their home where they will be alone with them.
- Invite or allow a child or children to stay with them at their home unsupervised
- Contact a child directly by telephone or social media

N.B It may sometimes be necessary for staff or volunteers to do things of a personal nature for children, particularly if they are young or have a disability. These tasks should only be carried out with the full understanding and consent of parents and the players involved. There is a need to be responsive to a person's reactions. If a person is fully dependant on you, talk with him/her about what you are doing and give choices where possible. This is particularly true if you are involved in any dressing or undressing of outer clothing or where there is physical contact, lifting or assisting a

child to carry out particular activities. Avoid taking on the responsibility for tasks for which you are not appropriately trained.

If any of the following incidents should occur to staff or volunteers they should be reported immediately to another colleague and make a written note of the event. This action should be taken as soon as possible for the protection of all individuals concerned. Parents should also be informed of the incident:

- If you accidentally hurt a player
- If he/she seems distressed in any manner
- If a player appears to be sexually aroused by your actions
- If a player misunderstands or misinterprets something you have done

4.3 INDICATORS OF ABUSE

Indications that a child may be being abused include the following:

- 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
- Engaging in sexually explicit behaviour
- Distrust of adults, particularly those with whom a close relationship would 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
- Loses weight for no apparent reason ☐ Becomes increasingly dirty or unkempt.

It should be recognised that this list is not exhaustive and the presence of one or more of the indicators is not proof that abuse is actually taking place. A good working relationship with parents will help to identify any concerns that a child may be experiencing, e.g. family bereavement.

It is not the responsibility of those working in Rugby League to decide that child abuse is occurring but it is their responsibility to act and pass on suspicions and/or information to the RFL SCMG and/or appropriate statutory agencies.

4.4 AWARENESS OF INCREASED VULNERABILITY TO ABUSE

All those involved in rugby league need to be aware that some children can be more vulnerable to abuse because of their needs and background.

4.4.1 Disability

Disabled Children may be more vulnerable to abuse because they may:

- Require intimate personal care
- Experience negative attitudes and abuse due to their disability
- May be ignored and excluded from activities if people fail to recognise that it is the barriers that society puts up which prevent their involvement not their disability per se
- May be dependent on their abuser for care
- Be less able to resist either verbally or physically
- Have a smaller network of friends to support and protect them
- Lack access to peer groups to discover what is acceptable behaviour
- Have significant communication difficulties including the use of sign language
- Be more likely to have their verbal or non-verbal communication misinterpreted as relating to their disability rather than abusive experiences
- Have medical needs which may be used to explain abuse.

4.4.2 – Black & Minority Ethnic groups

Children from Black and Minority Ethnic groups may be more vulnerable to abuse because they may:

- Experience racism and racist attitudes
- Expect to be ignored by people in authority due to experience of institutionalised racism
- Be afraid of further abuse or racist abuse if they challenge others
- Be subjected to myths based on racial stereotyping
- Want to fit in and not want to make a fuss
- Be using or learning English as a second language and therefore find it more difficult to communicate.

4.4.3 Religion and faith

Children from various religions and faiths may be more vulnerable to abuse because they may:

- Experience religious intolerance, fear or hatred based on their religious beliefs
- Be subjected to myths based on stereotypes
- Suffer bullying or assumptions about their commitment to the game due to their religious beliefs and practices
- Be discriminated against, harassed or bullied based on their actual or perceived religious beliefs due to fear of religious extremism.

4.4.4 Sexual orientation

Children are often aware of their sexuality from an early age and many children may already identify as being lesbian, gay, bisexual or transgender (LGBT). LGBT Children may be more vulnerable to abuse because they may:

- Be subjected to homophobia – which includes bullying abuse or physical attacks
- Have their experiences as LGBT children rendered invisible by heterosexist attitudes and assumptions which assumes that everyone is heterosexual and that this is preferable to being gay.

4.4.5 Gender

When thinking about danger signs of grooming it is important to recognise that both boys and girls are groomed and/or sexually abused. Children in Rugby League may be subjected to bullying by children of the same or opposite sex and may have assumptions made relating to their sexuality or sexual orientation because of their involvement in playing a competitive contact sport such as Rugby League. Such assumptions or stereotypes are wholly inappropriate and should not be condoned as they may increase the vulnerability of some children to abuse.

It is important that both girls and boys are accorded the same levels of respect by all those working with them and should not be treated unequally because of their gender.

4.4.6 Match Officials

A considerable proportion of the match officials at youth and junior games are children and their role makes them particularly vulnerable to abuse in all its forms. Many young officials face verbal, emotional and even physical abuse whilst carrying out the role and many become disillusioned at best or suffer a significant and lasting loss of confidence when faced with abuse of this nature.

In addition to abuse from coaches and spectators match officials are vulnerable to abuse from other match officials. It is important that Leagues and Match Officials Societies implement all the safeguarding principles to protect young match officials.

4.4.7 Children who take on leadership roles

More and more children are taking on leadership and volunteering roles within Rugby League. This should be an enjoyable and positive experience. Unfortunately some adults (coaches, parents, volunteers and spectators) lose sight of the fact that an individual in a leadership role who is under 18 is still legally a child.

Many children suffer verbal, physical and emotional abuse in leadership roles. This is unacceptable in Rugby League and the harm that is caused to these children needs to be recognised by adults within the game.

4.4.8 Reducing the potential for vulnerability

Given the increased vulnerability of some groups of children it is important that clubs (match officials societies) create a safe culture including:

- Finding ways of understanding and communicating with all children
- Maintaining best practice at all times in physical and health care
- Considering and responding to the diverse cultures within which a club is based
- Respecting and valuing diversity
- Building positive relationships with parents and carers and include them in club activities
- Observing changes in mood, appearance and behaviour and discuss those concerns with families, carers, the CWO, or RFL Safeguarding Manager if suspicions or concerns are significantly raised about the care or welfare of the child
- Acknowledging that disabled children are additionally vulnerable and that vigilance is essential

- Having systems in place that ensures there is no abuse of match officials from anyone connected with the club
- Taking a zero-tolerance approach to abusive behaviour directed towards a child who is carrying out a leadership role is not acceptable
- Reporting inappropriate behaviour to the RFL Safeguarding Manager as abuse or poor practice
- Ensuring that the RESPECT code of conduct is enforced and actively promoted at the club
- Making sure that all club officials set good examples of behaviour at all times

4.5 RELATIONSHIPS OF TRUST

The power and influence that a coach (or other member of staff/volunteer) has over a child involved in sport cannot be under-estimated. If there is an additional competitive aspect to the activity and the coach/staff member/volunteer has some responsibility for the child's success or failure, then the power and influence of that person is increased. It is therefore vital for coaches/staff/volunteers to recognise these issues and to ensure that they do not abuse their relationships of trust.

Whilst young people aged 16 or 17 can legally consent to some types of sexual activity, the Sexual Offences Act 2003 states that "It is an offence for a person aged 18 or over to involve a child under that age in sexual activity where he or she is in a specified position of trust in relation to that child. This includes those who care for, advise, supervise or train children and young people". The RFL's policy is based on the principles within that Act.

Any person who has any direct and/or indirect power or influence over a Child within the Game (including, but not limited to coaches, team managers, match officials, CWOs and club officials) are in a relationship of trust with that Child. Each such person shall:

- act within appropriate boundaries in relation to all forms of communication with any such Child; -
- not have intimate, sexual or inappropriate relationship with any such Child

Any breach of the above is serious Misconduct.

For the avoidance of doubt a Child may be in a relationship of trust with another Child where they have taken on a leadership role.

4.6 GROOMING

The majority of adults working with children in Rugby League are committed to providing an enjoyable and safe environment in which to participate. However, a small proportion of adults actively seek opportunities to abuse children for their own sexual needs.

Sexual abuse of children is often the result of pre-meditated actions that are carefully planned. Preparing a child or organisation (i.e. a Club) is described as 'grooming' and is illegal under the provisions of The Sexual Offences Act 2003 and Misconduct under this Policy. It is important to understand how an abuser can 'groom' a club or parents or a child by appearing trustworthy and helpful, therefore giving the impression that they can take responsibility for a young person/some young people.

Abusers come from all sections of society, within and outside of the family and within and outside Rugby League. They may be perceived as 'respectable' people – the very last person anyone could suspect of abusing a child; this is usually the image they work hard to portray. Research into abuse

demonstrates clearly that children are most likely to be abused by someone they know and who is likely to be in a position of trust with the child. Whilst the vast majority of sexual abusers are male, it is important not to overlook the fact that female sexual abusers do exist.

Sexual abusers use various techniques to 'groom' children, organizations and parents. These include:

- Seeking opportunities to be in contact with children, e.g. volunteering.
- Making friends with children, coaches, volunteers or parents
- Appearing trustworthy and helpful
- Giving presents to children or offering additional individual support/coaching
- Complementing the child to make them feel comfortable and confident.
- Threatening (you won't get picked for the team) or bribing (you will get picked for the team) the child
- Telling the child that it's normal

Abusers target children who they see as particularly vulnerable, this may be due to the child having low self-esteem or it appearing that they have little parental support. Therefore, children's parents should always be encouraged to be part of the club as this can act as an extra safeguard.

There are particular risks for talented children and these children are more at risk of abuse on 'away trips'. These risks are particularly acute at the point at which a player is at 'pre-peak' performance.

These risks relate to:

- Separation from close family and friends– due to amount of 'away' travel and possibly living away from home
- Dependence on the coach for team selection, advice, emotional support, money.
- Lack of safeguards away from home such as lack of checks on accommodation practices
- Too much emphasis on winning and high performance and not enough on personal development and enjoyment. This environment can sometimes be condoned by parents.

Any concerns relating to an adult's behaviour or intentions towards children should be reported appropriately, see Section 5.

5 RESPONDING TO, RECORDING & REPORTING POOR PRACTICE, ABUSE AND BULLYING OR OTHER CONCERNS WITHIN OR OUTSIDE RUGBY LEAGUE

5.1 BACKGROUND

There is a legal and moral responsibility to report any concerns about a child within Rugby League and any concerns which may be raised about a child outside the sport. Child abuse of all types, particularly sexual abuse, can generate strong and confusing emotions in those facing such a situation for instance disbelief, disgust, anger etc. It is important to understand these feelings and not allow them to interfere with your judgement about any action to take. Abuse and poor practice can occur within many situations including the home, school and the sporting environment.

It is understood that people may often have concerns about reporting the behaviour of adults who are aggressive and potentially violent. Where possible the RFL will protect the identity of the person who has reported an incident when they feel threatened by the individual concerned. It should be remembered that if these individuals are intimidating to other adults they are likely to be even more intimidating to any children within their care and that there is a duty of care and an obligation under this Policy to report such behaviour.

Rugby League clubs are often close communities which generate strong loyalties between the volunteers working together. The RFL appreciates that it can be difficult to report close colleagues but would remind all those involved in the game of their over-riding moral duty to ensure the welfare of the children at the club above any sense of loyalty to colleagues or the club. All suspicions of abuse or cases of poor practice should be reported following the guidelines in this document.

A coach, official or volunteer may have regular contact with children and be an important link in the identifying cases where a child needs protection. In addition coaches can often become the only adult that a child feels they can trust. This can often lead to a coach receiving a disclosure about abuse outside the club environment. In these circumstances there is a duty to pass on the information and coaches and other volunteers need to be aware of the action to take in these circumstances.

5.2 WHISTLE BLOWING

The RFL is determined to ensure that the culture of the sport is one in which it is safe, acceptable and gives confidence to those involved in rugby league to raise concerns about unacceptable practice and misconduct. The RFL rules make it an offence to harass or victimise a whistle blower.

5.3 WHAT TO REPORT

In order for the Safeguarding Case Management Group (SCMG) to carry out its responsibilities under the Safeguarding Policy the Group needs to be informed of the following issues or related allegations. In appropriate instances the Group will log the issue/allegation and refer it to the relevant League or Club to deal with and report back to the SCMG, alternatively the SCMG will deal with the issue/allegation itself or refer it to the appropriate statutory agencies. The following is a list of issues and/or allegations which should be referred to the SCMG, please note this is not exhaustive and if anyone in the game believes a Child is at risk of harm this should be reported.

5.3.1 Physical abuse

- Assault or inappropriate contact on a Child by an adult ☒ Allegations or suspicions that a Child is being physically abused in or outside Rugby League

5.3.2 Verbal Abuse

- Threatening and/or abusive language that causes (or that a reasonable adult would expect to cause) emotional distress to a Child

NB just because a Child does not appear to be emotionally distressed does not mean that they are not, when verbal abuse is regular Children learn to hide their feelings.

5.3.3 Racist, homophobic or other discriminatory abuse

- Racist, homophobic or other discriminatory abuse or allegations of abuse which have not resulted in a dismissal.

NB if the Match Official has heard the abuse and dismissed the player then the report should be dealt with in the same manner as any other dismissal

5.3.4 Neglect

- Allegations or suspicions that a Child is being neglected

5.3.5 Sexual abuse/breach of Relationships of Trust

- Allegations or suspicions that a Child is being sexually abused either in the game or in any other place eg school, home, church, by other Children.
- Allegations of an adult sharing a room with a Child, showering with Children, making sexually suggestive comments to a Child, inappropriate touching, taking or inviting a Child to their home on their own
- Allegations or suspicions that a volunteer or employee is entering into a sexual relationship with a Child under 18 involved in the game

5.3.6 Information about Participants

- Information and/or rumours about participants in the game which if true would lead a reasonable person to believe that the participant (regardless of age) may be a threat to the safety of Children

5.3.7 Bullying

- Bullying of Children by adults

Child on Child bullying should usually be dealt with by the CWO at the club who may contact the Safeguarding Manager for advice.

5.3.8 Poor Practice

Poor practice should initially be reported to the Safeguarding team who may choose to deal with it (particularly if either the adult concerned is already known to the Safeguarding team or if there have been a number of incidents of poor practice raised at a particular club which the club does not appear to be capable of dealing with) or may refer the issue back to the club/league to deal with internally. In these situations the club/league must report back on their findings.

5.4 WHAT ACTION TO TAKE TO REPORT CONCERNS, REPORT A DISCLOSURE OR AN ALLEGATION

On becoming aware of or witnessing a concern, receiving a disclosure or an allegation or a breach of this Policy you should:

In the case of Abuse:

- Contact the CWO who will report to the RFL Safeguarding Manager
- If the CWO is not available report your concerns direct to the RFL Safeguarding Manager
- The RFL Safeguarding Manager will report to the RFL Safeguarding Case Management Group or the statutory agencies as appropriate
- If neither the CWO or the Safeguarding Manager is available and immediate action is required to protect the child contact Children's Social Care or the police as appropriate

In the case of Poor Practice:

- Contact the CWO who will report to the RFL Safeguarding Manager
- If the CWO is not available report your concerns direct to the RFL Safeguarding Manager

5.5 ADVICE ON ACTION TO BE TAKEN IF A CHILD DISCLOSES TO YOU

The points below set out general principles to be followed with all concerns, allegations and disclosures.

If a child informs you directly that he/she, or another child, is concerned about someone's behaviour towards them (this is termed a 'disclosure') then:

The person receiving the information should:

- React calmly so as not to frighten or deter the child
- Believe what the child is telling you
- Tell the child he/she is not to blame and that he/she was right to tell
- Ensure the immediate safety of the child
- If the child needs immediate medical treatment, take them to hospital or telephone for an ambulance, inform doctors of the concerns and make sure that they know that this is a Safeguarding issue
- Take what the child says seriously, recognising the difficulties inherent in interpreting what is said by a child who has speech disability and/or differences in language
- Keep any questions to the minimum required to ensure a clear and accurate understanding of what has been said
- Do not ask leading questions or make suggestions about what may have happened
- Reassure the child but do not make promises of confidentiality which might not be feasible in the light of subsequent developments
- In the event of suspicion of sexual abuse do not let the child shower or wash until given permission to do so by the police as washing can destroy valuable evidence
- Where appropriate seek advice immediately from Children's Social Care or Police who will advise on the action to be taken, including advice on contacting parents, Expert advice can also be provided by the NSPCC Helpline on 0808 800 5000 or ChildLine on 0800 1111 (both 24 hours).
- Alternatively contact the RFL Safeguarding Team who can make referrals on your behalf
- Involve somebody else – if not Children's Social Care or Police then the CWO, or the RFL Safeguarding Manager so that you can begin to protect the child and gain support for yourself.
- Write down the details of the concern, incident and/or what the child has disclosed as soon as possible, including details of who this information has been shared with and when.

The person receiving the information should NOT:

- Panic
- Allow their shock or distaste to show
- Show any disbelief or fail to take the allegations seriously
- Ask questions other than to clarify that they have enough information to act
- Speculate or make assumptions
- Make negative comments about alleged abuser
- Approach the alleged abuser ☒
- Make promises or agree to keep secrets

- Take sole responsibility
- Shirk the responsibility to report the concern

5.6 CONFIDENTIALITY

Every effort should be made to ensure that confidentiality is maintained for all concerned. The legal principle that the “welfare of the child is paramount” means that considerations of confidentiality which might apply to other situations within the organisation should not be allowed to override the right of children to be protected from harm.

However every effort must be made to ensure that appropriate confidentiality is maintained when an allegation has been made and is being investigated.

Information should be handled and disseminated on a ‘need to know’ basis only. This may include the following people:

- The CWO
- The League Welfare Officer
- The RFL Safeguarding Manager and Safeguarding Case Management Group;
- The parents of the person who is alleged to have been abused (only following advice from the Children’s Social Care/Police or where the abuse does not involve the family)
- The person making the allegation
- Children’s Social Care/the Designated Officer/Police
- The alleged abuser (and parents if the alleged abuser is a young person) only following advice from the Children’s Social Care/Police.

Information should be stored in a secure place with limited access to designated people, in line with the data protection laws (e.g. that information is accurate, regularly updated, relevant and secure).

5.7 RECORDING THE INCIDENT OR ALLEGATION

Information passed to Children’s Social Care or the Police must provide as much detail as is available and relevant in order to be as helpful as possible, hence the necessity for making a detailed record at the time of the disclosure/concern.

Information required at the referral stage:

Child - Age/ gender / name / disabilities / address /date of birth/ contact details/ parental responsibility / agencies already working with the family / relationship between child and accused.

Accused - Name / address / contact details/ position – employee / volunteer / paid / level of coach;
Any other allegations; Marital status; Age; Previous incidents.

Primary evidence

Core information about the alleged incident.

- a) Facts from the person making the allegation including dates/times/venue/witness details;
- b) Records with dates;
- c) Has anyone else been informed or is anyone else already involved in the investigation.

Other than in the case of an emergency situation the initial report should be made to the RFL Safeguarding Manager who will act as the point of contact with the statutory authorities.

In an emergency reporting the matter to the Police or Children's Social Care should not be delayed by attempts to obtain more information. A record should also be made of the name and job title of the Children's Social Care or Police Officer whom the concerns were passed, together with the time and date of the call. Any information forwarded to the Children's Social Care or Police must also be provided to the RFL Safeguarding Manager and/or the RFL Safeguarding Case Management Group (as soon as reasonably possible) who will take over management of the case and consider any wider issues within the game and put in place relevant protections.

Where reports are made to the RFL, the Safeguarding Manager will inform the Designated Officer where relevant as soon as possible.

In cases which are not an emergency but where there are concerns about a child's welfare the RFL Safeguarding Manager can make a referral to Children's Social Care on behalf of a club.

5.8 THE ROLE OF THE STATUTORY AGENCIES

Where clubs are made aware by any of the statutory agencies including but not limited to the Designated Officer, Children's Social Care and the Police, that their club or a volunteer or child at their club is subject to an investigation relevant to any issue related to the Safeguarding Policy the club must always inform the RFL Safeguarding Manager immediately. The RFL may have to take immediate action to protect the welfare of children but will always work in tandem with the statutory agencies.

5.9 THE RFL CASE MANAGEMENT SYSTEM (Please refer to RFL Operational Rules D1 and D4 for full details)

All reports of alleged abuse or poor practice made to the RFL Safeguarding Manager are referred to the RFL Safeguarding Case Management Group (SCMG) who meet regularly throughout the year to consider those cases. The powers of the SCMG are set out in RFL Operational Rules Tiers 1-3 and Tiers 4-6.

- The SCMG may refer allegations to the RFL's team of Independent Compliance Investigators, some of whom have specific Safeguarding experience. The Investigators will carry out an investigation and provide a report to the SCMG. Following the investigation the SCMG will consider the Compliance Investigator's report and decide on the course of action to take under the Operational Rules.

Where the Police and/or Children's Social Care and/or a Designated Officer is involved in a case the RFL SCMG will liaise with the statutory bodies and may defer any action until the statutory bodies have completed their work. Irrespective of the findings of statutory bodies enquiries, the RFL Safeguarding Case Management Group will assess all individual cases to decide whether action should be taken by the RFL in line with the Operational Rules.

The welfare of the child will always remain paramount.

5.10 SUPPORT TO DEAL WITH THE AFTERMATH

Consideration should be given about what support may be appropriate to children, parents and members of staff and volunteers. Use of Help Lines, support groups and open meetings will maintain an open culture and help the healing process. The British Association of Counselling Directory may be a useful resource. The RFL may be able to advise on counselling options.

5.11 SUPPORT FOR THE ALLEGED PERPETRATOR

Consideration should be given about what support may be appropriate to the alleged perpetrator of the abuse.

Players' Code of Conduct

As a player you agree to:

- Play because you want to, not to please your coaches or parents or others.
- If anything is worrying you, or you are not enjoying playing, speak to your parents, the Coach or Club Welfare Officer (CWO)
- Respect and listen to your coach and accept their decisions.
- Try your best at all times in training and games.
- Go to training if possible & let your coach know if you can't.
- Keep the changing rooms clean and respect your club environment.
- Shake hands with the opposition after the game, even if you've lost and are upset.
- Respect other players - No retaliation, don't abuse them, check they're ok if injured, and look after each other.
- Support your team mates, especially if they make a mistake or are feeling down.
- Not swear or use abusive language.
- Respect the Match Officials – Respect all decisions, remember they are here to enjoy the game and may be children too.
- Play fair - Don't fight or be a dirty player, try and keep your temper under control.
- Not make racist, homophobic or other comments that do not show respect to other players.
- Not bully and report any bullying you see.
- Welcome and encourage new players.
- Not use social media to make negative comments, criticise or abuse any player, team, volunteer, club or the game of Rugby League.
- Abide by the Anti Drugs policy
- Club juniors should refrain from the consumption of alcohol both on site and off.

Code of Conduct for Parents and Carers

Welcome to Rugby league, we hope you and your child have many years of enjoyment playing, watching and supporting rugby league.

All RFL clubs have signed up to the RFL's RESPECT policy. We would like to remind you that your child is here for many reasons; they want to have fun, socialise, make new friends and enjoy playing rugby league. They do not want a win at all cost approach to playing. As a parent and/or spectator you have the responsibility to abide by the RESPECT Code of Conduct that promotes the right environment for all children, coaches, volunteers and spectators.

As a parent or carer you are agreeing to:

Report any concerns you have or observe to the Club Welfare Officer.

Let the children play, the coaches' coach and the match official officiate.

Not force your child to participate in Rugby League.

Remember that children participate in Rugby League for their own enjoyment not yours.

Understand that rugby league is part of a total life experience, and the benefits of involvement go far beyond the final score of a game.

Condemn all violent or illegal acts, whether they are by players, coaches, officials, parents or spectators.

Respect the match official's decisions - don't complain or argue about decisions during or after a game. They are here to enjoy the game and they may be children too.

Behave! Unsporting language, harassment or aggressive behaviour will not be tolerated.

Encourage your child to play by the rules and to respect opposition players and officials.

Never ridicule or scorn a player for making a mistake – respect their efforts.

Participate in positive cheering that encourages all the players in your team and the opposition; do not engage in any jeering that taunts or intimidates opponents, their supporters or officials

At all times follow the directions of the Touchline Manager and/or other match day staff and volunteers.

Never arrive at a ground under the influence of alcohol, never bring alcohol to a game and only drink alcohol if it is available at the ground, in the designated licensed area, away from the field of play.

Never use social media to publically criticise/abuse a player, team, volunteer, club or opposition.

Coaches Code of Conduct

Everyone in Rugby League has a responsibility to promote high standards of behaviour in the game. Rugby League prides itself on being a family game which prioritises creating a safe, inclusive and respectful environment for all to enjoy and achieve their full potential.

Unacceptable behaviour we want to end includes the abuse of match officials; racism, sexism and homophobia; and the poor touchline behaviour of over competitive parents, spectators and coaches.

Positive behaviour we want to encourage centres on the benefits the player gets from the game – self-esteem, fun and enjoyment, friendships, health and fitness.

A coach is an important role model and has the biggest single impact on a player's experience of the game. This code of conduct provides a framework and an opportunity for you to ensure all players have a positive and enjoyable playing experience.

On and off the field I will:

- Show respect to others involved in the game including match officials, players, coaches, managers, parents, RFL staff and spectators
- Adhere to the playing laws, operational rules and spirit of the game
- Promote and adhere to RESPECT and Tackle it!
- Demonstrate high standards of coaching and personal behaviour
- Always respect the match officials decision
- Never engage in public criticism of the match officials
- Never engage in, or tolerate, offensive, insulting or abusive language or behaviour
- Adhere to Safeguarding and Protecting Children and Vulnerable Groups guidelines

When working with players I will:

- Place the physical and mental well-being, safety and enjoyment of each player above everything, including winning ensuring every player has an equal opportunity to take part in training and matches, within the rules of the playing competition
- Explain exactly what I expect of players and what they can expect from me
- Ensure all parents/carers of all players under the age of 18 understand these expectations
- Never engage in or tolerate any form of bullying
- Develop mutual trust and respect with every player to build their self-esteem
- Respect and value the diversity of your players and endeavour to meet their individual needs
- Encourage each player to accept responsibility for their own behaviours and performance
- Ensure all activities and practices that I organise are appropriate for the players ability, age and maturity to make the experience of players as enjoyable as possible
- Co-operate with others in rugby league (e.g. officials, RFL staff, club staff,) to ensure the best interests of the players are met

Cont:

I understand that if I do not follow the Code, any/all of the following actions may be taken by my Club, League or the RFL:

- Required to apologise
- Required to meet with club, league or RFL staff
- Monitored by another coach
- Required to attend an RFL education course (s)
- Suspended by the club from attending matches/training sessions
- Suspended or fined by the League
- Required to leave the club

- Removal of coach licence to practice by the RFL including the removal of insurance cover
- Any memberships or benefits may be withdrawn

I have read, understood and agree to abide by the terms of the Coach Code of Conduct and that this forms part of the RFL Coach Licence scheme. I understand that failure to adhere to the Code of Conduct may result in further action being taken against me and the removal of my coach licence.

Code of Conduct for Volunteers

All RFL clubs have signed up to the RFL's RESPECT policy.

As officials and volunteers, we all have the responsibility to abide by the RESPECT Code of Conduct that promotes the right environment for all players, coaches, officials, volunteers and spectators. You should also refer to the Parent/Carer/Spectator Code of Conduct too.

As an official/volunteer you are agreeing to:

Abide by all RFL policies and rules including the Safeguarding Policy.

Report any concerns you observe to the appropriate Committee Member, CWO or RFL.

Conduct yourself in a manner that demonstrates respect for the game of Rugby League and for all those involved in the game, particularly players, coaches, managers, officials, supporters, parents and match officials.

Act as a role model for the club.

Be a good sport. Respect all good play, whether from our own team or the opposition, whatever the result, and place friendship and respect before competition.

Adhere to the spirit of the game and actively encourage all players and coaches to disassociate themselves from foul play, unsporting behaviour or a "win at all costs" attitude, reporting incidents if they occur.

Treat all users of the club and its facilities with respect at all times.

Never engage in, or tolerate offensive, insulting, sexist, racist, homophobic or abusive language or behaviour and to use your position to dissuade others associated with or visiting the Club from doing so.

Never engage in the public criticism of match officials.

Never engage in or tolerate any form of bullying.

Co-operate fully with all others who have a specialist role in the Club or in the game (e.g. officials, doctors, physiotherapists and welfare officers) in the best interests of the Club and Rugby League.

Keep yourself familiar with the Club's policies and procedures and observe them at all times.

Attend appropriate training for your role within the Club, including training on policies and procedures

Never to use social media to make negative comments, criticise, abuse any player, team, volunteer, club or the game of Rugby League.

SOCIAL MEDIA CODE OF CONDUCT

Heworth ARLFC recognise that social media can be a positive way for players, officials and clubs to engage with supporters and other stakeholders to grow the online presence of the game of Rugby League. However, persons who are subject to the RFL Operational Rules must use social media responsibly and must also remember that social media is public and available for anyone to see or read and retweet or share.

Heworth ARLFC do not wish to unduly restrict your use of social media but you must be aware that you are accountable for your actions and what you communicate via social media. Heworth ARLFC are keen to promote the safe and responsible use of social networking technology but also to make its members aware of the potential risks and to share best practice. Participants should be aware that comments which bring the game into disrepute, or are threatening, abusive, indecent or insulting, may lead to disciplinary action.

This Social Media Policy Code of Conduct includes, but is not limited to, the use of Twitter, Facebook, Facebook Messenger, WhatsApp, YouTube, Instagram, blogs, websites and any other public online forum and encompasses the guidance set out below. A Breach of this Code of Conduct may lead to the Heworth/RFL charging you with misconduct under the Operational Rules or the police charging you with a criminal offence or an individual or company taking out a private prosecution against you.

The Social Media Policy Code of Conduct should not be seen as being unduly prescriptive: it exists to help, support and protect both the club and its appointed representatives.

Examples of online communication that should not be used include:

- Don't put offensive photos online – this includes nude photos of you or friends, including body parts
- Don't use offensive language online – this includes anything which could be considered racist, homophobic, ageist or sexist; anything which shows prejudice or disrespect to anyone with a disability; or anything which shows prejudice against someone's religion; and also includes foul language
- Don't insult or criticise RFL or club sponsors or commercial partners
- Remember that 'banter' can be misconstrued in open forums – be careful of using insulting or critical terminology towards fellow players, club members, team mates or other people in Rugby League or other sports. Even if you consider a comment to be 'banter' anything that suggests someone has broken the law, cheated, lied or is dishonest or incompetent could be libellous
- Don't suggest that match officials, club officials, RFL officials or the RFL are biased or corrupt – such suggestions are legally actionable
- At all times, exercise discretion and respect for clubs, players, fans and the game's partners
- Deleting or apologising publicly for an improper posting does not prevent disciplinary action being taken
- Don't give out inside information about your club or team-mates which may be used for the purposes of gambling or betting
- Don't post material that infringes the intellectual property rights of other parties
- Don't share personal details about yourself or others that could expose either party (email addresses, contact numbers)

- Don't make physical threats of violence or say that you are going to commit a criminal offence (such as bombing an airport or rioting) or say anything which might be considered to incite someone else to do any of the above
- Don't engage in any sexualised messages particularly with anyone under the age of 18 – if in doubt assume they are under 18 – and never DM/PM anyone under the age of 18

Cont:

- Don't respond to offensive messages from the public – no matter how tempting. Don't get drawn - use the block button to keep the trolls at bay
- Don't retweet, like or share messages featuring any of the above – you are as much responsible for the contents of retweets, likes or shares as original tweets or postings

Please note that the list of guidelines set out in the Social Media Code of Conduct above is not exhaustive in regards to the nature of content which may be deemed to be inappropriate and in no way supersedes, changes or replaces the existing RFL Operational Rules.

Social Media and Messaging

Clubs and Constituent Bodies (CBs) should be aware that they can be vicariously liable for material published by members in the course of their duties, for example on an official website, Facebook site or Twitter feed and within chat groups.

Clubs can also be liable for third party comments and postings made in their website forums or on their Facebook pages and on message forums.

In order to address this Heworth ARLFC will establish protocols for monitoring output, moderating content in online forums and removing offensive postings. Additionally the club will:

- Clearly identify who is responsible for posting and maintaining social networking and internet sites
- Set standards for content generated in line with the clubs Core Values and the guidelines above
- All Social Media sites operating under or with the Heworth ARLFC club as its purpose will be monitored by CWO or their designated representative (who should be registered in such a capacity within the club)
- All Social Media message forums operating under or with the Heworth ARLFC club as its purpose will be monitored by CWO or their designated representative (who should be registered in such a capacity within the club)
- Message forums should only exist with more than one adult present as part of the group or able to have visibility of the discussions taking place, even if this is retrospective. One of these adults should be the CWO or their designated representative (who should be registered in such a capacity within the club)
- The club will hold members to account for any breaches
- Any persons found to casting negative info regarding the club or officers therein can and may be dealt with under the clubs disciplinary policy
- Persons aged 18 or over will be classed as being an adult. Any person under 18 will be deemed as a minor and as such no one person should be contacting or responding via social media on a one to one basis, without express permission and knowledge from the minors' parent/guardian.

Any breaches will be dealt with in line with club policy as laid out in Anti Bullying policy and Safeguarding policy which ultimately could lead to loss of position.

Heworth ARL Anti-Bullying Policy

Statement of Intent

We are committed to providing a caring, friendly and safe environment for all participants so they can participate in Rugby League in a relaxed and secure atmosphere. Bullying of any kind is unacceptable. If bullying does occur, all players, parents/guardians, volunteers and coaches should be able to tell and know that incidents will be dealt with promptly and effectively. We urge all of our clubs to be TELLING clubs. This means that anyone who knows that bullying is happening is expected to tell the Club Welfare Officer or any committee member.

What is bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim.

Bullying can be: -

- Emotional being unfriendly, excluding individuals deliberately, tormenting, e.g. hiding kit, threatening gestures)
- Physical pushing, kicking, hitting, punching or any use of violence
- Racist racial taunts, graffiti, gestures
- Sexual unwanted physical contact or sexually abusive comments
- Homophobic because of, or focusing on the issue of sexuality
- Verbal name-calling, sarcasm, spreading rumours, teasing
- Cyber - All areas of internet, such as email, internet chat rooms, message boards, instant messenger services. Also includes misuse of cameras, video cameras or mobile phones, e.g. text messages. (see also Social Media Policy)

Why is it important to Report bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Individuals who are bullying need to learn different ways of behaving.

All Rugby League Clubs have a responsibility to respond promptly and effectively to issues of bullying.

All individuals involved in Rugby League have a responsibility to report any issues of bullying to the Club Welfare Officer or another appropriate person.

Objectives of this policy

- All players, coaches, officials, volunteers and parents/guardians should: – Have an understanding of what bullying is. – Know what their club policy is, how to report any issues and how to deal with any issues that have been reported. – Have an appreciation of the signs and indicators of bullying.
- To ensure clubs take bullying seriously and have the appropriate policies and procedures in place.
- To assure players and parents/guardians that they will be supported if bullying is reported.
- To make it clear that bullying will not be tolerated in Rugby League.

What are the indicators of Bullying?

A child may indicate that he or she is being bullied by certain signs or by displaying certain behaviours. Adults should be aware of these possible signs and should investigate if a child:

- Says he/she is being bullied.

- Is unwilling to go to training sessions or matches, especially if they used to enjoy these activities.
- Becomes withdrawn, anxious or lacking in confidence.
- Feels ill before training sessions or matches. • Comes home with clothes torn or equipment damaged.
- Has possessions go 'missing'.
- Asks for money or starts to steal money (to pay the bully).
- Has unexplained cuts or bruises
- Is frightened to say what's wrong
- Gives improbable excuses for any of the above

Or in more extreme cases, if a child:

- Starts stammering
- Cries themselves to sleep at night or has nightmares
- Becomes aggressive, disruptive or otherwise unreasonable
- Stops eating
- Attempts or threatens suicide or running away

The above signs may indicate other problems, however, bullying should be considered a possibility and should be investigated.

What to do if you suspect bullying is taking place?

1. Report bullying incidents to the Club Welfare Officer or another member of the committee. If no-one from the Club is available contact the RFL's Safeguarding Team.
2. In cases of serious bullying the matter should be referred to the RFL Safeguarding Team immediately.
3. Parents/guardians should be informed and be asked for a meeting to discuss the issues.
4. If necessary and appropriate, the Police should be consulted.
5. Any allegations of bullying should be investigated thoroughly and speedily and the acts of bullying stopped quickly.
6. An attempt should be made to help the bully (or bullies) change their behaviour.
7. If mediation fails and the bullying continues, the club should initiate disciplinary action.

Recommended Club Action

If the Club decides it is appropriate for them to deal with the situation they should follow the procedure outlined below.

- Consider reconciliation – it may be that a genuine apology can solve the problem.
- If this fails or is not appropriate, a small panel (including the Club Welfare Officer) should meet with the parents/guardians of the child alleging bullying to get details of the allegation. Minutes should be taken which should be agreed by all parties.

- The same panel should meet with the alleged bully and his/her parents/guardians so they can give their views on the allegations. Once again minutes should be taken and agreed.
- If the panel believe that bullying has taken place, the individual should be warned and put on notice that any further incidents may lead to a temporary or permanent suspension from the club. Consideration should be given as to whether a reconciliation meeting between the parties is appropriate.
- It may be appropriate for the parents/guardians of the bully or the bullies to be asked to attend training sessions.
- The Club Welfare Officer and other members of the committee should monitor the situation to ensure bullying does not reoccur.
- All coaches involved with the individuals concerned should be made aware of the situation and what to do if bullying is observed.

In the case of serious bullying or an adult bullying a child the RFL Safeguarding Team should be informed. Cases of this nature will be dealt with under the Safeguarding Case Management procedure or may be referred to Police and/or Social Services if appropriate.

Can bullying be prevented?

- The Club will have a written constitution/code of conduct, which includes acceptable standards of behaviour for all players, parents/guardians, volunteers and coaches.
- All players, parents/guardians, volunteers and coaches will receive a copy of the constitution/code of conduct upon joining the club or at the start of each season if appropriate.
- The Club Welfare Officer will raise awareness of bullying and why having a robust anti-bullying policy matters, and if issues of bullying arise in the club, consideration will be given to meeting with all players, parents/guardians, volunteers and coaches to discuss the issues openly and constructively – although with no specific reference to individual incidents.
- The Club will display a copy of the RFL's Anti-Bullying Poster and Policy in an appropriate place – more copies are available on request or can be downloaded from the RFL website.

What is racist bullying?

Racist bullying is motivated by a prejudice against a particular race, nationality or religion. Racist bullying can be physical, emotional, verbal, physical or sexual.

Do not assume that Caucasian children cannot be the victims of racist bullying.

How can it be prevented?

It should be made clear that racist bullying, like all forms of bullying, will not be tolerated.

The Club should make it clear that racist language will not be tolerated at any time in order to create an atmosphere where all players, parents/guardians, volunteers and coaches know that it is inappropriate and feel comfortable to report incidents.

All players should be educated regarding different nationalities, races, cultures and religions. Most prejudices are the result of ignorance.

What is homophobic bullying?

Homophobic bullying occurs when bullying is motivated by a prejudice against lesbian, gay or bisexual (LGB) people, or where the individual being bullied has LGB parents/guardians or is referred to as LGB, even if he/she is not. Homophobic bullying can be physical, emotional, verbal, physical or sexual.

How can it be prevented?

It should be made clear that homophobic bullying, like all forms of bullying, will not be tolerated. The Club should make it clear that homophobic language will not be tolerated at any time in order to create an atmosphere where all players, parents/guardians, volunteers and coaches know that it is inappropriate and feel comfortable to report incidents.

Anti Drugs Policy

Heworth Rugby League Club acknowledges its responsibility to promote drug free Rugby League.

The key principles of the RFL 100% ME Anti-Doping Policy are to:

- Uphold and preserve the ethics of Rugby League
- Safeguard the mental and physical health of players.
- Ensure that all players have the opportunity to compete equally.
- We acknowledge that so called performance enhancing substances and social substances carry health risks, and we will endeavour to inform our players of the associated risks.
- We acknowledge that all Rugby League players have to abide by the Operational Rules, and as such may be tested by UK Sport. We also acknowledge that doping is an offence and may be punishable by a suspension of up to 2 years for a first offence.
- The Rugby League Club will ensure all of our players are aware of this policy and the endorsement that the club has given.
- The Rugby League Club supports the RFL's Anti-Doping Whistle Blowing Policy. This club will report any allegations of anti-doping to the RFL.
- Any persons found using, supplying or selling performance enhancing drugs on club premises will be instantly escorted from the premises, reported to the authorities and subsequently banned from the club indefinitely.
- Any persons found using, supplying or selling any illegal recreational drugs on club premises will be instantly escorted from the premises, reported to the authorities and subsequently banned from the club indefinitely.

6 Further advice on Anti-Doping matters can be obtained from:

UK Sport – www.uk sport.gov.uk

100% ME – www.100percentme.co.uk

Talk to Frank – 0800 77 66 00 – www.talktofrank.com

The RFL Anti-Doping Team can be contacted on 0844 477 7113 Option 6 or by emailing to anti.doping@rfl.uk.com or writing to the Anti-Doping team at the RFL, Red Hall, Red Hall Lane, Leeds, LS17 8NB. General advice is available at www.rfl.uk.com

Heworth Amateur Rugby League Club acknowledges its responsibility in line with the principles of Tackle It!

Zero Tackle – Zero Tolerance

- The Club has a policy of ZERO TOLERANCE of racism in any form

First Tackle - Policies

- The Club has made a commitment to ensuring that players, spectators, staff and volunteers can enjoy an environment free of discrimination and racism and has the written policies, regulations and conditions in place to support this commitment.

Second Tackle – Communication

- The Club has nominated a senior member of staff or Officer to take a lead on its policies on racial equality and has published its policies, ground regulations and other documents which support the Club's commitment. This should be the designated CWO
- The club also commits to using all available means within its ground to communicate its anti racism stance including programme & scoreboard notices and PA announcements (when applicable)

Third Tackle – Prevention

- The Club undertakes to Prevent spectators who take part in racist chanting, abuse or harassment from attending matches at their grounds and will ensure that any spectator who takes part in racist chanting, abuse or harassment is ejected from the ground - where an individual cannot be identified warnings should be issued with the ultimate sanction that the game be abandoned.
- The club also commits to take specific action in line with the club's policy against players, officials or spectators who engage in racist chanting or abuse or harassment

Fourth Tackle – Education & Procedures

- The Club will adopt the RFL Equality Statement and ensure that Equality and Diversity training is delivered to all relevant staff.

Fifth Tackle – Partnership & Diversity

- The Club will undertake to co-operate to their best endeavours with BME (Black and Minority Ethnic) community leaders, groups, agencies, and media outlets as they seek to promote awareness of ethnicity and associated inclusion issues and to combat racism and to ensure that development strategies reflect the need to encourage involvement in Rugby League across all communities including black and minority ethnic communities

Sixth Tackle – The Outcome

- The Club is committed to ensuring Rugby League is a truly inclusive, uncompromising, family game.

HEWORTH AND RFL WHISTLE BLOWING POLICY

The RFL is determined to ensure that the culture of the sport is one in which it is safe, acceptable and gives confidence to those involved in rugby league to raise concerns about unacceptable practice and misconduct.

What stops people from whistle blowing?

- Concerns about getting it wrong or having misunderstood
- Fear of repercussions such as harassment or victimisation
- Fear of not being believed
- Concerns about starting a chain of events which may spiral out of control
- A belief that it would be disloyal to other volunteers
- Thinking that it doesn't matter or that nobody will get hurt
- Thinking it's not their responsibility

Why should you whistle blow?

- Everybody involved in rugby league has a responsibility for raising concerns about any unacceptable practice or behaviour
- Whilst it may be difficult the welfare of children may depend on you and the children and young people in the game have a right to expect that you will do something about your concerns
- It is often the most vulnerable children who are targeted and these children need somebody to safeguard their welfare
- Historically, early effective intervention has been shown to prevent the problem getting more serious or affecting more children
- It can protect or reduce the risk to others
- It can prevent you from being implicated yourself or in the professional game facing a charge for failing to report misconduct

What should you do and who should you tell?

- You should not attempt to deal with any allegation or suspicion yourself (in an emergency contact the relevant emergency service)
- You should inform your Club Welfare Officer or the RFL Safeguarding team

In particular you should not:

- Inform the person about whom you have a concern
- Inform other club officials
- Start your own investigation or delay in reporting the suspicion

Contact Details

Paul Harrison Heworth CWO 07398238924 paulharry4567@outlook.com

RFL Safeguarding team – 0844 477 7113 Option 4 or safeguarding@rfl.uk.com

What happens next?

- Information will be treated in confidence.
- During the investigation the identity of those raising the concerns will be kept as confidential as possible however it may be necessary for some people to be informed.
- Where possible the RFL will keep those who have provided information informed about the progress and conclusion of the investigation.

- No action will be taken if a concern proves to be unfounded but was raised in good faith
- The RFL rules make it an offence to harass or victimise a whistleblower
- Malicious allegations may be considered a disciplinary offence

SAFEGUARDING DISABLED CHILDREN IN RUGBY LEAGUE

Disabled children need the opportunity to experience sporting opportunities and experiences open to all children in a safe environment. To help achieve this in Rugby League, they and their families may need additional information, help and support. Rugby League clubs, coaches, CWOs and other relevant voluntary and support staff, will require training and advice to ensure they are inclusive of, and safeguard disabled children who may be more vulnerable to abuse. The RFL Safeguarding Policy reflects the needs to safeguard all children within Rugby League however for disabled children, the RFL recognises the guidance in the government document “Working Together to Safeguard Children” (2006) which states

“Expertise in both Safeguarding and promoting the welfare of children and in disability has to be brought together to ensure that disabled children receive the same levels of protection from harm as other children”.

The RFL are aware that the most valuable resource within clubs are the employees and volunteers who appreciate the value of Rugby League to disabled children (and vice versa) and have the will and desire to ensure they can become fully integrated members of the Rugby League community. Rugby League is committed to meeting the needs of disabled people and to develop opportunities in Rugby League for both disabled children and adults. In order to ensure that there is a greater awareness of the needs of disabled players and to make sure that they develop to their full potential coaching staff will be encouraged to undertake additional modules and continuous professional development (cpd) units on disability in sport.

1 MAKING RUGBY LEAGUE ACCESSIBLE AND SAFE FOR DISABLED CHILDREN

Rugby League must be safe and accessible for all children. The RFL Safeguarding Policy is an important tool to assist clubs to safeguard all children from harm within the Rugby League, whether they are disabled or non-disabled. However to fully understand and meet the Safeguarding needs of disabled children in clubs volunteers need to have a knowledge and understanding of disability

2 THE DEFINITION OF DISABILITY

The Equalities Act 2010 defines a disabled person as someone who has a physical or mental impairment that has a substantial and long-term negative effect on his or her ability to carry out normal day-to-day activities.

Disability can be recognised as:

- Physical disability (e.g. limitations to dexterity or mobility)
- Sensory impairment (e.g. visual, hearing)
- Mental health difficulties
- Chronic illness (e.g. asthma, epilepsy, diabetes)
- Medical conditions, which may cause pain or other symptoms, which affect study (e.g. side effects of treatment, poor attention, poor concentration), Asperger’s Syndrome/Autism Spectrum Disorder
- Specific learning difficulties (e.g. dyslexia, dyspraxia)
- Any other condition which has a significant effect on an ability to study.

It must be accepted the above classifications can overlap and some children will have more than one disability.

3 AWARENESS OF INCREASED VULNERABILITY TO ABUSE

The RFL Safeguarding Policy states:

- The RFL is committed to ensuring that all children who play Rugby League have a safe positive and fun experience, whatever their level of involvement.
- The welfare of all children is paramount.
- All children within Rugby League, regardless of age, gender, race, religious beliefs, sexual orientation, ability or disability, have the right to enjoy the game in an environment safe from abuse of any kind.

To meet the duty of care to safeguard children Rugby League clubs should recognise that both historical and recent research which recognises that disabled children can be at greater risk of abuse and that the presence of multiple impairments appears to increase the risk of both abuse and neglect.

Some disabled children may:

- Have fewer outside contacts than other children;
- Receive intimate personal care, possibly from a number of carers, which may both increase the risk of exposure to abusive behaviour, and make it more difficult to set and maintain physical boundaries;
- Have an impaired capacity to resist or avoid abuse;
- Have communication difficulties which may make it difficult to tell others what is happening;
- Be inhibited about complaining because of a fear of losing services;
- Be especially vulnerable to bullying and intimidation; and/or
- Be more vulnerable than other children to bullying and abuse by their peers.

Club Welfare Officers, coaches and volunteers should have an awareness of the need to safeguard all children and specifically recognise additional risks to disabled children.

The club should be aware that Disabled children and young people may be more likely to suffer from:

- BULLYING and EMOTIONAL ABUSE from both young people and adults. Sometimes the “abuser” does not realise the hurt being caused by inappropriate comments but sometimes they do and the bully is picking on the person least able or likely to complain.
- PHYSICAL - Disabled children and young people may be subject to physical assaults of a minor or major nature. They may be less able to remove themselves from a situation; an adult may become frustrated by their lack of response
- SEXUAL ABUSE of those in society who are unable to either stop or understand acts that are taking place is unfortunately not rare. Good Safeguarding practice within the club, especially in terms of the need for a young person to be assisted in personal care, either during the

sports activity or in the changing room, can help prevent the possibility of such abuse arising.

- **NEGLECT** - A disabled young person may be left in an inappropriate situation or not be seen to receive appropriate care. The club officers and members must always report concerns if a parent or carer is viewed as failing to give proper care and attention to meet the needs of a disabled child.
 - **EXCLUSION** - Disabled children can be excluded by inappropriate acts of the children, individuals or the club itself. The RFL are an inclusive organisation and expect clubs to do all they can to be inclusive to all children.

Welfare Officers and other responsible adults in the club can assist in Safeguarding disabled children by:

- Attending appropriate Safeguarding vulnerable groups training and where possible additional disability awareness training
- Making it common practice to help disabled children make their wishes and feelings known in respect of their care and treatment;
- Making sure that all disabled children and young people know how to raise concerns if they are worried or angry about something;
- Ensuring that disabled children with communication difficulties should have available to them at all times a means of being heard;
- Making an explicit commitment to, and understanding of all children's safety and welfare;
- Ensuring close contact with families, and a culture of openness on the part of services; and
- Providing guidelines and training for staff on good practice in intimate care; working with children of the opposite sex; handling difficult behaviour; consent to treatment;
- Producing anti-bullying strategies;
- Responding appropriately to any reported incidents and following guidance policies and procedures as laid down by RFL.

4 STRATEGIES FOR CLUBS TO ADOPT TO ENSURE DISABLED PLAYERS CAN REACH THEIR FULL POTENTIAL

4.1 Communication

Clubs should work with the disabled child and their family/carers to understand the disabled child's individual needs and identify barriers to participation. Once this has been achieved the club should work toward eliminating or overcoming barriers where possible so that the disabled child has an opportunity to be integrated into mainstream Rugby League where possible and when appropriate supported to play one of the many derivatives offered by Rugby League. The child and their parent or carer will have information they can share with the Rugby League club on how best to meet the child's needs to allow them to access Rugby League. Additionally some childhood disabilities progress with the age of the child and need constant reassessing medically. It is important that Rugby League clubs work continuously with the child and parent or carer to ensure they are kept aware of relevant changes to reduce any increased risk of harm to the child in the sporting venue.

Some children may have multiple disabilities. If so the sport must look at the needs of the child in a holistic manner and define how to meet all the needs, not just the one area of disability.

4.2 Avoid Assumptions and Stereotypes

It is important that club staff do not rely simply on assumptions about who may be vulnerable. This is particularly the case where disability is concerned. Some disabilities, such as dyslexia and mental health needs are 'invisible' and as such it may be less likely that club staff will recognise their needs.

One of the initial barriers to developing good working relationships with disabled children and their families or carers is the fear of causing unintended offence by the use of incorrect or inappropriate language. In order to address this issue please refer to the RFL guidance on inclusive language.

4.3 Find a Balance

Sometimes club staff will find themselves in the difficult situation of balancing the needs of an individual with the needs of other young people and staff at the club. For example Tourette's is a syndrome that causes the person to often use inappropriate and verbally abusive words in an uncontrollable and unintentional manner. It is known that a number of top sportspersons have this disability and allowances have to be made by others who are involved with them in the sport. In the case of children and young people, the club has to consider the vulnerability of that individual as well as those who hear and observe this behaviour, and consider how they can accommodate children and young people living with this disability whilst at the same time safeguard all its young club members. The key to this is honest communication and discussion with all parties and where necessary education and awareness raising among the young people, their parents and carers and the wider club staff. A flexible and creative approach may also be necessary.

4.4 Staff Training

There are a number of training options open to club staff such as the sports coach UK courses Equity in your Coaching and Coaching Disabled Performers. Clubs may consider having one or a number of volunteers who specialise in supporting disabled children within the club. The RFL has developed modules as part of its Coaching courses to cover Wheelchair RL.

4.5 Medical Information

Within the Safeguarding Policy the RFL identifies the need for Rugby League clubs to have a medical form completed by the parent, carer and, if applicable, the child which includes information regarding the child's disability. This is also an opportunity to include any other individual needs or difficulties. Players and their parents and carers should be encouraged to complete this section honestly – disability or other health needs does not necessarily prevent someone participating in Rugby League, indeed Rugby League is committed to making the game accessible to everyone and will take positive steps to ensure every effort is made to meet those needs. The RFL has a medical form (see Safeguarding Policy) that gathers the required information with additional information on any changes in the child's life situation that may cause a change in behaviour e.g. death of a relative, divorce

Remember some disabilities such as asthma may require minimal or no specific action by the club. However the knowledge of that disability will allow the club to have an awareness of what action to take in an emergency i.e. a severe asthma attack brought on by an injury or incident.

Where, following discussions with the player, club and parents/carers it is decided that the mainstream game would not be appropriate or sufficiently meet the needs of the young person and where that decision is free of any discrimination then the club should make every effort to signpost the young person to one of the Rugby League derivatives such as wheelchair and tag rugby.

4.6 Assessment of Need

From the information received on the medical form, and through discussion with the child and their parent or carer, the club can identify how to best meet the child's needs to enable them to access the sport in full.

Below are some points to consider in completing an assessment of need:

- Does the club have adequate access for the young person?
- Does the club have the required facilities?
- When playing away matches does the host club have required access/facilities?
- Does the club have the required staff trained?
- Does the child or young person need additional help from a "support person" to access the Rugby League?
- What aids are required and can the club provide them? Do the parents have aids that can be used? i.e specialist wheelchairs – charities can help with this
- Does the young person need personal care and if so who will provide it? Bear in mind the requirements of Safeguarding children to meet this need.
- Medication – see above
- What advice can the parent/carer give to avoid/deal with possible problems in behaviour.
- What, if any, support services are provided by the local authority or other agencies to enable them to participate in everyday activities including education? Ask for consent from the parent/carer to seek advice or support from these sources
- How will the club ensure the disabled young person is safeguarded from harm or injury while in the venue?
- Is an agreement with parents on attending the venue during sessions required?
- What action should be taken if a medical emergency occurred relating to any disability?

N.B. This is not an exhaustive list

It has to be recognised that some medical conditions can be hard to manage in a mainstream club if they place other members at risk of harm. Such decisions to exclude or refuse membership must be taken in line with appropriate guidance from the RFL Safeguarding Team. In some cases specialist clubs such as Wheelchair RL clubs may provide the best solution.

5 DIFFERENT TYPES OF DISABILITY

5.1 Chronic illness

Among the more common are asthma, allergies, diabetes, sickle cell anaemia or thalassaemia.

Being diagnosed with a chronic medical condition presents many challenges for both the child and their families. For parents and children having access to information, treatment options and related resources such as sport, can make a significant difference in their quality of life.

Health issues such as severe asthma, diabetes and epilepsy, are likely to require the young person to have regular medication. The Club Welfare Officer and appropriate coaches must be aware of what medication is prescribed as well as what action to take if the child becomes unwell. Rugby Leagues clubs must ensure that, while supporting the child and parent or carer, they do not overstep what is appropriate for the club to undertake in terms of care. Knowledge of what to do and how to cope in an emergency is always important but it may be considered necessary that, in order to safeguard the

child, a parent or other responsible adult should always be in attendance. For those illnesses where reaction time is vital, a plan should be developed with the child and parent/carer to deal with emergencies so that a clear line of action and responsibility can be followed.

It may be appropriate, only with the expressed permission of the individual concerned and or their parent or carer to share some information in order to raise awareness and challenge myths and fears among their peers or club staff. For example a young person with diabetes may be required to inject insulin and they may prefer to make this explicit to their peers rather than risk being caught injecting insulin with the risk of misguided assumptions about drug abuse! Safe arrangements should be made for storage of medication if the parent/carer is not present throughout activities.

5.2 Autistic Spectrum Disorders (ASD)

There are a group of lifelong developmental disabilities, affecting how a person relates to or communicates with other children and adults. Children with Autistic Spectrum Disorders experience difficulties known as “the triad of impairment – social interaction, social communication and imagination”. The National Autism Society recognises that “the prevalent rate of ASD of 1 in 100 indicates that all services (with children) should expect to come into contact with young people on the spectrum”.

In Rugby League we need to recognise that ASD can cause problems not only for the individual concerned but for both fellow team members and coaches that are involved with them. It has to be remembered that this is not an issue of “poor behaviour” but a behaviour pattern that is part of ASD.

All clubs will need to look at what they can and can’t provide to meet an individual child’s needs and complete a risk assessment with a decision on whether that risk is acceptable and manageable, and allows the club to safeguard the needs of both the individual concerned and other club members to whom the club has a duty of care.

5.3 Attention Deficit Hyperactivity Disorder (ADHD) & Tourette’s Syndrome

Attention deficit hyperactivity disorder (ADHD) and attention deficit disorder (ADD) refer to a range of behaviours associated with poor attention span including impulsiveness, restlessness and hyperactivity, as well as inattentiveness, and may make it more difficult for children to learn or obey instructions and also cause misunderstandings when socializing.

Tourette’s syndrome is often linked to or part of the symptoms of ADHD. Tourette’s may cause children to use inappropriate and verbally abusive words in an uncontrolled and unintentional manner.

Clubs will need to liaise with parents/carers and possibility professionals who help the player outside the club to draw up a plan to support the player within the club. The plan will need to be agreed by all concerned, eg coaches, parents and the child.

5.4 Learning Disabilities

Children with learning disabilities may require more help to learn new skills. Coaches need to be made aware of the player’s disability so that they understand that the child may need more help to participate in training sessions and games. It is important that parents communicate with the club to prevent assumptions being made that the child is being disruptive or naughty.

5.5 Progressive or Potentially Terminal Illnesses

With children with progressive illnesses such as cancer it is important to ask open questions that will allow the disabled person and /or their parents and carer to share information openly about any

progressive illnesses that may be active or in remission but could have an impact in terms of possible health and safety issues.

Progressive illnesses by their very nature are likely to change with time; the young person's ability to undertake the Rugby League may become more limited and more specialist provisions may be required to enable them to remain in your club. For example a child being able to maintain his involvement in a Rugby League club for as long as possible is of primary importance following a diagnosis of a potentially terminal illness such as cancer.

5.6 Deaf & Hard of Hearing

Coaches rightly consider safeguarding concerns when it comes to physical contact with their players, especially in relation to children and vulnerable adults. However although this consideration is important it should not be to the exclusion of practical support such as a tap on the shoulder to gain the attention of a deaf player, that will enable a disabled individual from understanding the game and activity. Ideally a sighted guide/personal assistant might be the best person to undertake manual guidance and modelling however if this is not always possible the following considerations will be important to protect both the coach and individual:

- The manual guidance and demonstration is appropriate to the skills being taught
- Any demonstrations take place in full public view and not in privacy
- The coach has the consent of the individual
- Provide a full verbal explanation of what the coach or sighted guide is going to demonstrate before attempting any manual demonstrations

6 ACCESS AND FACILITIES

The Equalities Act 2010 requires all to make reasonable adjustments for disabled users, employees or volunteers. More information is available from the English Federation for Disability Sport at <http://www.efds.co.uk/how-we-help/resources>

7 WHERE TO GO FOR MORE INFORMATION?

It is important that clubs seek to increase their knowledge about disabilities, particularly when working with disabled children and young people. Parents, carers and the young people themselves are usually the experts on their disability and the impact on the young person. However at times additional support and information may be useful to the club.

English Federation of Disability Sport <http://www.efds.co.uk/>

Learning Disabilities UK www.Learningsisabilitiesuk.org.uk

National Autism Society www.nas.org.uk

Tourette's Syndrome (UK) Association - www.tsa.org.uk

The British Dyslexia Association www.bdadyslexia.org.uk

Attention Hyperactivity Deficit Disorder www.adhd.org.uk

Asthma UK www.asthma.org.uk

British Deaf Sports Council www.britishdeafsportsCouncil.org.uk

Diabetes UK www.diabetes.org.uk

National Deaf Children's Society www.ndcs.org.uk

Mencap Sport www.mencap.org.uk

- Players should be supervised at all times in the dressing rooms by two (2) members of staff who have current enhanced CRB disclosures.
- Adult staff (e.g. coaches, physios, match officials, other volunteers) should not change or shower at the same time using the same facility as players.
- If you are involved in a mixed gender team, separate facilities should be made available for each gender and each group should be supervised by staff of the same gender.
- Volunteers should not offer to do tasks of a personal nature which a young person could do for themselves unless requested to do so by a parent/guardian, although, please note that some young people may need assistance with tying laces, fitting head guards etc)
- Parents do not have an automatic right to be present in the dressing room.
- If a young person is uncomfortable changing or showering in public no pressure should be placed on them to do so. Encourage them to do this at home.
- If your club has players with disabilities involve them and their carers in deciding how they should be assisted and ensure they are able to consent to the assistance that is offered.
- Any staff, medical or otherwise, of the opposite gender to the team, for example, a female physio working with a male team, must not be present in the dressing rooms whilst players are getting showered or changed.
- No photographic equipment should be allowed in the changing room environment. This includes cameras, video cameras, mobile phones, tablets etc
- Filming and photography within the changing room areas is strictly prohibited and any persons seen doing this should be reported to the CWO or a committee member immediately

Equal Opportunities Policy

The club affirms its commitment to the equal treatment of all and will not tolerate discrimination on the grounds of age, ethnic origin, gender, gender reassignment, disability including, physical impairment, learning needs, mental health status or sensory impairment, class or social background, religion/belief, sexual orientation, marital or family status, pregnancy, colour or political persuasion or trade union membership or by any other condition or requirement which cannot be shown to be justifiable.

The key principles of the clubs Equal Opportunities Policy are:

- The club will provide information and updates in relation to any changes in legislation or policy changes by the governing body that could impact on the policies and practices of the club. This club agrees to implement such policies.
- A commitment to the principles of equal opportunities and to ensuring that the culture, philosophy and processes within the club and the Game are free from bias and discrimination.
- To recognise the expertise, abilities and needs of every individual and by acknowledging the right to dignity and respect of every human being.
- This Club will ensure all players, match officials, coaches, staff, paid or volunteers are aware of this policy and the endorsement that the club has given.
- This Club supports the RFL's Equal Opportunities policy. This club will take appropriate actions following reports of discrimination, harassment or abusive language throughout the game.
- Further advice on Equality and Diversity can be obtained from:

www.equalityhumanrights.com

Equality Standard Bulletins www.brassingtonweb2.co.uk

The RFL Equality and Diversity Manager can be contacted on 0844 477 7113 Option 6 or by emailing to sarah.williams@rfl.uk.com

or writing to the

Equality and Diversity Manager the RFL, Red Hall, Red Hall Lane, Leeds, LS17 8NB.

General advice is available at www.rfl.uk.com

RESPECT Policy

All RFL clubs have signed up to the RFL's RESPECT policy and you should be given a copy of this which contains more information about the rights and responsibilities of all involved in the game of Rugby League.

All participants in the game of Rugby League including players, parents, spectators, coaches, match officials, volunteers and administrators should:

- As a parent and/or spectator you have the responsibility to abide by the RESPECT Code of Conduct

- Do not force an unwilling child to participate in Rugby League Remember that children participate in Rugby League for their own enjoyment not yours
- Understand that rugby league is part of a total life experience, and the benefits of involvement go far beyond the final score of a game
- Condemn all violent or illegal acts, whether they are by players, coaches, officials, parents or spectators
- Discourage all instances of unsporting behaviour, foul or illegal play, or acts of violence, both on and off the field.
- Respect the rights, dignity and worth of every person regardless of their age, ethnic origin, gender, special needs, including learning and physical disabilities, class or social background, religion, sexual orientation, marital status, pregnancy, colour or political persuasion
- Respect the match official's decisions - don't complain or argue about decisions during or after a game
- Behave! Unsporting language, harassment or aggressive behaviour will not be tolerated
- Encourage players to play by the rules and to respect opposition players and officials
- Never ridicule or scorn a player for making a mistake - respect their efforts
- Participate in positive cheering that encourages all the players in the team; do not engage in any jeering that taunts or intimidates opponents, their fans or officials
- At all times follow the directions of the Ground Manager and/or other match day staff
- Never arrive at a ground under the influence of alcohol, never bring alcohol to a game and only drink alcohol if it is available at the ground, in the designated licensed area
- Condemn the use of recreational and performance- enhancing drugs and doping practices; their use endangers the health of players and is contrary to the concept of fair play.
- Every person who attends a Rugby League match does so with the permission and license of the home club &/or league.
- Breaches of this Code of Conduct may result in penalties up to and including a fine, loss of team match points and suspension.

Heworth Rugby League Club acknowledges its responsibility in line with the principles of RESPECT.

RFL POLICY ON THE RECRUITMENT OF EX-OFFENDERS

As an organisation assessing applicants' suitability for positions which are included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order using criminal record checks processed through the Disclosure and Barring Service (DBS), the RFL complies fully with the code of practice and undertakes to treat all applicants for positions fairly.

The RFL undertakes not to discriminate unfairly against any subject of a criminal record check on the basis of a conviction or other information revealed.

The RFL can only ask an individual to provide details of convictions and cautions that the RFL are legally entitled to know about. Where a DBS certificate at either standard or enhanced level can legally be requested (where the position is one that is included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended, and where appropriate Police Act Regulations as amended)

The RFL can only ask an individual about convictions and cautions that are not protected.

The RFL is committed to the fair treatment of its staff, potential staff or users of its services, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background.

The RFL has a written policy on the recruitment of ex-offenders, which is made available to all DBS applicants at the start of the recruitment process.

The RFL actively promotes equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates, including those with criminal records.

The RFL select all candidates for interview based on their skills, qualifications and experience.

An application for a criminal record check is only submitted to DBS after a thorough risk assessment has indicated that one is both proportionate and relevant to the position concerned. For those positions where a criminal record check is identified as necessary, all application forms, job adverts and recruitment briefs will contain a statement that an application for a DBS certificate will be submitted in the event of the individual being offered the position.

The RFL ensures that all those in the RFL who are involved in the recruitment process have been suitably trained to identify and assess the relevance and circumstances of offences.

The RFL also ensures that they have received appropriate guidance and training in the relevant legislation relating to the employment of ex-offenders, e.g. the Rehabilitation of Offenders Act 1974.

At interview, or in a separate discussion, the RFL ensures that an open and measured discussion takes place on the subject of any offences or other matter that might be relevant to the position. Failure to reveal information that is directly relevant to the position sought could lead to a withdrawal of an offer of employment or a decision not to allow the subject to be deployed as a volunteer.

The RFL makes every subject of a criminal record check submitted to DBS aware of the existence of the code of practice and makes a copy available on request.

The RFL undertakes to discuss any matter revealed on a DBS certificate with the individual seeking the position before withdrawing a conditional offer of employment or deciding not to allow the subject to be deployed as a volunteer.