



Safeguarding and Protecting Children Child Protection Policy

Moon Tigers Karate has a duty of care to safeguard all children involved in its activities and clubs from harm.

All children have a right to protection, and the needs of the disabled and others who may be particularly vulnerable must be taken into account.

Moon Tigers Karate will ensure that the safety and protection of all children involved in its activities and clubs through adherence to The Child Protection guidelines as advised by The Child Protection in Sport Unit.

This Policy will be reviewed at 3-yearly intervals. The review and modification dates will be posted at the end of this document.

A child is defined as a person under the age of 18 in accordance with The Children Act 1989.

All Instructors, either newly qualifying or joining Moon Tigers Karate will be required to:

- Be no less than 18 years of age and of grade no less than 1st Dan / Degree.
- Go through an Enhanced Disclosure every 2 years to ensure they are of suitable character to be near the young and / or vulnerable adults. Any person refusing this check will not be permitted to instruct within Moon Tigers Karate.
- Be fully insured for Civil Liability.
- Hold a current First Aid Certificate issued by a Health and Safety Executive approved Provider.
- Keep their own Continued Professional Development (CPD) up to date.

All new Instructors joining Moon Tigers Karate must be made aware of this Policy and how to access it.

Moon Tigers Karate advises all Instructors to familiarise themselves with their own Local Area Child Protection Committee.

Section 1 – Defining Child Abuse

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

The abuser may be a family member, or they may be someone the child encounters in residential care or in the community, including during sports and leisure activities. An individual may abuse or neglect a child directly, or may be responsible for abuse because they fail to prevent another person harming a child.

There are five main types of child abuse:

- **Physical abuse:** where adults physically hurt or injury children, including by hitting, shaking, throwing, poisoning, burning, biting, scalding, suffocating or drowning. This category of abuse can also include when a parent or carer reports non-existent symptoms of illness or deliberately causes ill health in a child they are looking after. Examples of physical abuse in sport may be when a child is forced into training and competition that exceeds the capacity of his or her immature and growing body, or where the child is given drugs to enhance performance or delay puberty.
- **Sexual abuse:** when adults (male or female) use the child to meet their own sexual needs including talking to them in an explicit nature and showing them illicit photographs.
- **Emotional abuse:** the persistent emotional ill treatment of a child, likely to cause severe and lasting adverse effects on the child's emotional development. It may involve communicating to a child that they are worthless or unloved, inadequate, or valued only in terms of meeting the needs of another person. It may feature expectations of children that are not appropriate to their age or development. It may involve causing children to feel frightened or in danger by being constantly shouted at, threatened or taunted which may make the child very nervous and withdrawn. Ill treatment of children, whatever form it takes, will always feature a degree of emotional abuse. Examples of emotional abuse in sport include subjecting children to constant criticism, name-calling and sarcasm or bullying. Putting them under pressure to perform to unrealistic high standards is also a form of emotional abuse.
- **Neglect:** this is when adults fail to meet a child's basic physical and/or psychological needs, to an extent that is likely to result in serious impairment of the child's health and development. For example, failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger or failing to ensure access to appropriate medical care or treatment. Examples of neglect in sport could include not ensuring children are safe, exposing them to undue cold or heat or exposing them to unnecessary risk of injury, during sparring for example.

- **Bullying:** bullying, racism and other types of discrimination are forms of child abuse, even though those responsible are often young people themselves. It is important to recognise the impact and extent of bullying and discrimination in the lives of young people. Moon Tigers Karate and all of our Instructors, at whatever level, have a duty of care to safeguard children and others who may be particularly vulnerable.

Define Bullying

Bullying can be psychological, verbal or physical in nature. It involves an imbalance of power in which the powerful attack the powerless, and occurs over time rather than being a single act.

Examples of bullying behaviour include:

- Being called names, insulted or verbally abused.
- Being deliberately embarrassed and humiliated by other children.
- Being made to feel different or like an outsider.
- Being lied about.
- Being physically assaulted or threatened with violence.
- Being ignored.

Boys are most likely to experience physical bullying or threats, or have property stolen or damaged. Girls are more likely to be ignored or not spoken to.

Bullying by adults is less common, but the most common forms are:

- Deliberately embarrassing or humiliating a child.
- Treating them unfairly.
- Verbally abusing them.
- Ignoring them or not speaking to them at all.

Action if Bullying is suspected

If bullying is suspected within Moon Tigers Karate, the student deemed responsible can be suspended for a given period. Repeat offenders can be expelled from the club.

If bullying is suspected you may simply expel the student responsible if you wish to do so, but you should also consider the following points:

- Take all signs of bullying very seriously.
- Encourage all children to speak and share their concerns.
- Investigate all allegations and take action to ensure the victim is safe. Speak to the victim and the bully separately.
- Reassure the victim that you can be trusted and will help them, although you cannot promise to keep it to yourself.

If you decide to expel the bully from your club after an allegation has been proven, firstly you should consider doing the following:

- Talk with the bully and explain the situation. Get them to understand the consequences of their behaviour. Ask them to apologise to the victim.
- Inform the bully's parents.
- Encourage and support the bully to change behaviour.

Section 2 – Promoting Good Practice

Abuse can arouse strong emotions in those directly involved or having to face or deal with the situation. It is important to understand these feelings and not allow them to interfere with your judgment about the appropriate action to take.

Abuse can occur within many situations including the home, school and the sporting environment.

Some individuals will actually enter into a group involved with children in order to carry out abuse.

With this in mind all new Instructors qualifying or joining Moon Tigers Karate will be required to undergo an Enhanced Disclosure through The Criminal Records Bureau (CRB). This check will go towards showing the good character of all of our Instructors. Any person objecting to, or refusing to going through an Enhanced Disclosure will not be permitted to Instruct in any capacity within Moon Tigers Karate and in certain cases may be reported to the authorities.

It should be noted that it is a criminal offence for any person who has a previous conviction for offences related to abuse, to work with children or vulnerable people. This is reinforced by the details of The Children's Barred List (CBL) and The Adults Barred List (ABL).

When a child enters one of your club(s) having been subjected to abuse outside and you are made aware of this, it is important that you work closely with appropriate local agencies. Sport can play a crucial part in improving an abused child's self-esteem.

Consider whether children are at risk of abuse or exploitation in situations outside of their families. Extra-familial harms take a variety of different forms and children can be vulnerable to multiple harms including (but not limited to) sexual exploitation, criminal exploitation, and serious youth violence.

Good Practice Guidelines

All "Personnel" should be encouraged to demonstrate exemplary behaviour in order to protect themselves from false allegations.

Both Adults and Children have a responsibility to treat each other with respect, dignity, sensitivity and fairness regardless of age, gender, religion, disability, sexual orientation / background or culture.

The following are common sense examples of how to create a positive culture and climate:

- Always work in an open environment. Avoid private or unobserved situations and encourage open communication with no secrets.
- Treat all young people the same. This includes any disabled student.
- Put the welfare of the young person first above all else, such as competition and achieving set goals as in activities involved in grading.
- Maintain an appropriate distance with as least physical contact as possible especially when the child is moving through a technique. Avoid physically "guiding" them.
- Make your classes fun and promote fair play at all times.
- If your club has changing facilities, encourage the parent to remain whilst their child gets ready for the class. Failing this, always enter accompanied, never alone, especially if there is only one child present.
- Be an excellent role model. This includes not smoking or drinking alcohol in the company of young people. Your students will wish to follow your example.
- Securing parental consent, in writing, to act in loco parentis, if the need arises to administer emergency first aid and/or other medical treatment.
- Keep an accident book in your club to record any injury and the treatment given. In the event of an accident, the parent should sign the book.
- If you are to transport children in your car get the consent of the parent, preferably in writing. Ideally get the parent to go as well, especially if you are going to be away for a day or so.
- Always give enthusiastic and constructive feedback rather than negative criticism.
- Any disciplinary measures / sanctions that you use must be non-violent and must not be humiliating to children and young people. ③ All incidents must be reported / recorded.

If any of the following occur please report them to the club's Senior Instructor as well as the parents:

- If you accidentally hurt a child.
- If he / she seems overly distressed.
- If a student misunderstands or misinterprets something you have said or done that could lead to an allegation.

Recruitment and training of staff, instructors and volunteers

Moon Tigers Karate recognises that anyone may have the potential to abuse children in some way and that all reasonable steps are taken to ensure unsuitable people are prevented from working with children.

Pre-affiliation checks by Moon Tigers Karate will include the following:

- All volunteers, staff and instructors will complete an application form. The application form will elicit information about an applicant's past and a self-disclosure about any criminal record.
- Consent will be obtained from the applicant to seek information from the Criminal Records Bureau (or country equivalent) in the form of an Enhanced Disclosure.
- Enhanced Disclosures need to be done on all members who are given responsibility of being in a supervisory role.
- For the purposes of an Enhanced Disclosure, evidence of identity should be provided (e.g. passport or driving license with a photograph).
- Two confidential references, including one regarding previous work with children.
- These references must be taken up and confirmed through telephone contact.
- Check on the applicant's technical qualifications, with proof of grades required.

Upon affiliation, Moon Tigers Karate will ensure that staff, instructors and volunteers:

- Have signed the appropriate forms to confirm that they are willing to accept and abide by the club's policies and procedures.
- Have received a copy of the Child Protection Policy and Codes of Practice and that they fully understand their responsibilities under these Codes.

Appointment of Club Welfare Officer(s) – Designated Safeguarding Lead

It is important that a Club Welfare Officer is appointed. This person should be someone other than the Chief Instructor. The officer will be in overall charge of child protection/welfare issues within the club (Designated Safeguarding Lead) and also will act as a liaison between the children and club staff. Any incidents will be reported to this officer who will in turn record the incident and inform the relevant authorities.

Use of photographic / filming equipment during training

There is evidence that some people have used sporting events as an opportunity to take inappropriate photographs or recordings of children in vulnerable positions, gymnastics, for example. All clubs should be vigilant and whilst there is no intention to prevent Instructors from using video equipment as a legitimate coaching aid, parents should be asked for permission, first stating the reasons. Any tapes / photographs should be stored safely.

So-called 'honour'-based abuse (including Female Genital Mutilation and Forced Marriage)

So-called 'honour'-based abuse (HBA) encompasses incidents or crimes which have been committed to protect or defend the honour of the family and/or the community, including female genital mutilation (FGM), forced marriage, and practices such as breast ironing. Abuse committed in the context of preserving 'honour' often involves a wider network of family or community pressure and can include multiple perpetrators. It is important to be aware of this dynamic and additional risk factors when deciding what form of safeguarding action to take. All forms of HBA are abuse (regardless of the motivation) and should be handled and escalated as such. Professionals in all agencies, and individuals and groups in relevant communities, need to be alert to the possibility of a child being at risk of HBA, or already having suffered HBA.

Female Genital Mutilation

It must be recognised that students may be exposed to this type of physical abuse and this could potentially come to light during conversations with students. Any concerns should be discussed with the Designated Safeguarding Lead with regards to any concerns about female genital mutilation (FGM). Suspected incidences of FGM will be reported to the police for investigation.

Responding to allegations or suspicions and the action to be taken

It is not the responsibility of ourselves as Instructors to decide whether or not child abuse has taken place. However, there is a responsibility to act on any concerns relating to abuse, discrimination, offensive or violent behaviour. In such cases, contact should be made with the appropriate authorities.

Moon Tigers Karate will fully support and protect all of our members who in good faith report any concerns that another member has or may be abusing a child.

When a complaint is reported there are three types of investigation:

- Criminal - carried out by the local Police.
- Child Protection - carried out by the local Authority.
- Disciplinary - carried out by Moon Tigers Karate.

If the concern is clearly about poor practice only, then Moon Tigers Karate will deal with it as an "internal" issue in a fair and open-minded manner. All accusations will, of course, be open to appeal.

The alleged abuser SHOULD NOT be approached without firstly seeking the advice of the Local Social Services.

Any evidence or information should be stored in a secure place with limited access to designated people in line with data protection laws which state that information should be accurate, regularly updated, relevant and secure.

Allegations of previous abuse

Allegations may be made some time after the event e.g. by an adult who was abused as a child by an Instructor or member who is still active within Moon Tigers Karate.

Where such an allegation is made, the club should follow the procedure as detailed above. This is important as other children, both in and outside of your club, may be at risk or even be being abused by this person.

Child Sexual exploitation (CSE) and Child Criminal Exploitation (CCE)

Both CSE and CCE are forms of abuse and both occur where an individual or group takes advantage of an imbalance in power to coerce, manipulate or deceive a child into sexual or criminal activity. Whilst age may be the most obvious, this power imbalance can also be due to a range of other factors including gender, sexual identity, cognitive ability, physical strength, status, and access to economic or other resources. In some cases, the abuse will be in exchange for something the victim needs or wants and/or will be the financial benefit or the other advantage (such as increases status) of the perpetrator or facilitator. The abuse can be perpetrated by individuals or groups, males or females, and children or adults. The abuse can be a one-off occurrence or a series of incidents over time and range from opportunistic to complex organised abuse. It can involve force and/or enticement-based methods of compliance and may, or may not, be accompanied by violence or threats of violence, Victims can be exploited even when activity appears consensual and it should be noted exploitation as well as being physical can be facilitated and/or take place online.

Serious Violent Crime

Instructors should be aware of the indicators that may signal a child is at risk from, or involved with, serious violent crime. Such indicators include:

- Increased absence from classes without adequate explanation
- Change in friendship or relationship with older individuals or groups
- A significant decline in performance
- Sign of self-harm or a significant change in wellbeing
- Signs of assault or unexplained injuries
- Unexplained gift or new possession

Mental Health

All instructors should also be aware that mental health problems can, in some cases, be an indicator that a child has suffered or is at risk of suffering abuse, neglect or exploitation.

Only appropriately trained professionals should attempt to make a diagnosis of a mental health problem. Instructors however, are well placed to observe children day-to-day and

identify those whose behaviour suggests that they may be experiencing a mental health problem or be at risk of developing one.

Where children have suffered abuse and neglect, or other potentially traumatic adverse childhood experiences, this can have a lasting impact throughout childhood, adolescence and into adulthood. It is key that instructors are aware of how these children's experiences, can impact their mental health, behaviour and education.

If instructors have a mental health concern about a child that is also a safeguarding concern, immediate action should be taken, following this policy and speaking to the Designated Safeguarding Lead.

*POLICY WRITTEN BY:
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