

GBSF Safeguarding Policy

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1. Introduction

1.1 Aims

The Great Britain Savate Federation (GBSF) is committed to providing a safe and supportive environment for children and adults at risk and has a duty to protect all participants of the sport from harm whilst promoting best practice. GBSF recognises that every GBSF member has the right to respect, safety, dignity, welfare and protection, irrespective of ability, age, race, gender, religion, sexual orientation, socioeconomic background or culture. The GBSF recognises, in particular, the paramount consideration of the welfare of children.

This policy aims to

- Provide guidance on acceptable behaviour and good practice
- Promote the welfare and safety of children and vulnerable persons
- Define misconduct and clarify processes in place to report misconduct

This policy applies to all GBSF members, and all members are expected to comply with this policy. Any breaches will be addressed through actions in accordance with provisions in this policy.

1.2 Definitions

Abuse:

Any of the behaviours listed and defined under Section 2.1 of this Policy.

Carer:

A person who looks after another person who needs help because of their age, illness, frailty, disability, a mental health problem or an addiction, and cannot cope without the Carer's support.

Claimant:

The person who alleges that they have suffered Abuse within the meaning of this Policy;

Club:

An association of persons formed for the purpose of teaching in, training in, competing in and promoting the sport of Savate and its associated disciplines, consisting of one or more Instructors, other Staff, and their Students.

Child(ren):

Any person under the age of 18 years

Disciplinary Committee:

A committee, consisting of at least three members, appointed by either by a Club Lead Instructor or by the GBSF President to decide whether a Member may have been harmed, or otherwise subject to Abuse, by the act or omission of an Instructor or another Member.

The Federation; the GBSF

The Great Britain Savate Federation.

Instructors, Coaches:

Any Instructor registered with the Federation who teaches to Students the sport of Savate Boxe Francaise, or Savate Defence, or Canne de Combat. Each Club is required to have a Lead Instructor who has ultimate responsibility for the management and running of his or her Club.

Member:

Any person registered with and holding active membership of the Federation, including Instructors, Staff and Participants.

Parent; Guardian:

A person responsible for the primary care of a participant under the age of 18.

Participant; Student:

Any person training within a registered Club.

Staff:

Any person or group of persons, whether paid or unpaid, providing support or assistance to an Instructor at a Club, who are not themselves registered Instructors;

Safeguarding Officer:

- (i) Within the GBSF Executive Committee (“the GBSF Safeguarding Officer”), a member of the GBSF Executive Committee appointed by the President to record, investigate and further report suspicions or allegations of Abuse in accordance with this policy, who shall be named on the GBSF Website as such, and whose identity will be disseminated to Club Lead Instructors by the President upon appointment. If no such person is appointed, the President of the GBSF for the time being shall assume the duties of GBSF Safeguarding Officer;
- (ii) Within Clubs registered with the GBSF (“the Club Safeguarding Officer”) a person appointed by the Lead Instructor to look to the welfare of Children and Vulnerable adults within the Club, and to record and investigate suspicions or allegations of Abuse in accordance with this Policy. If no such person is appointed with a Club, the Lead Instructor shall assume the duties of Club Safeguarding Officer

Vulnerable Adult

Any person who has attained the age of at least 18 years, who, because of any characteristic, condition or illness is, or reasonably appears to be, at risk of harm or exploitation.

2. Defining Misconduct and Abuse

2.1 Types of Abuse

Bullying

Any deliberate, unwanted conduct calculated to coerce, intimidate, demean, hurt, frighten, alarm, distress or belittle another person, whether carried out directly or indirectly. Bullying can include _- making threats, spreading rumours or falsehoods, attacking someone physically or verbally, and deliberately excluding someone.

Hazing

Wilfully causing, permitting or encouraging a Member of the GBSF, for the purpose of induction or initiation into a group or association (whether formal or informal), to engage in conduct which is degrading; or otherwise calculated to cause embarrassment, alarm or distress; or which carries a risk of emotional, physical, psychological or sexual harm.

Negligence

Any act or omission amounting to breach of a duty owed to an individual to take reasonable care to prevent proximate and foreseeable loss and damage. Potentially negligent practices might include (but not be limited to) using poor quality or damaged equipment creating a foreseeable risk of injury; failing to provide a safe training environment; or affording insufficient recovery time to athletes between period of strenuous exercise.

Psychological or Emotional Abuse

Any deliberate, prolonged, non-contact behaviour that is likely to cause severe and lasting effects on the individual's emotional development and wellbeing. It includes, but is not limited to, setting inappropriate expectations, exploitation, isolation, verbal abuse, humiliation, intimidation, infantilisation, or any other treatment that demeans an individual or diminishes the individual's sense of dignity, self-worth and identity.

Physical Abuse

Any deliberate or reckless act that causes physical trauma or injury. It includes, but is not limited to, beating, kicking (other than that which is reasonably permissible within combat sports training, sparring and competition) , shaking, suffocating, biting, burning, causing, encouraging or permitting a person to engage in inappropriate physical activity (such as physical training which is inappropriate because of a person's age or because a person is injured) or causing or coercing a person to engage in doping practices. It can also include causing or fabricating illness in a child or vulnerable adult by the Parent/carers.

Sexual Abuse

Any conduct towards another person, which:

- (i) is sexual, either because of its nature or because of the purpose of the person engaging in the conduct;
- (ii) has the potential to cause foreseeable physical, psychological or emotional harm to the other person; and,
- (iii) which is carried out without the other person's informed and freely given consent.

Sexual abuse includes situations where the conduct is enforced by coercion; or where apparent consent is obtained by manipulation; or where the other person cannot give consent, either as a matter of law or fact. Examples of sexual abuse committed by direct contact include, but are not limited to: rape; sexual assault by penetration of another person's body; and non-penetrative sexual assaults such as masturbating, rubbing, touching (whether over or underneath clothing) or kissing. Examples of sexual abuse committed by indirect means include, but are not limited to, causing a person to look at sexual images; causing a person to be involved in the production of sexual images; encouraging sexually inappropriate behaviour; or grooming a person for sexual abuse.

Sexual Harassment

A course of conduct which causes another person alarm and distress, and which the person pursuing the course of conduct knows, or ought to know, would cause the other person alarm or distress; and which is sexual, either because of its nature, or because of the purpose of the person pursuing the course of conduct. It includes, but is not limited to, inappropriately requesting sexual favours, making unwanted sexual advances, or making inappropriate sexualised remarks.

2.2 Recognising Abuse

(a) GBSF Instructors, Clubs and Members must take every reasonably practicable step to procure that their training environment is free of abuse and harassment.

(b) In furtherance of that duty, each Lead Instructor whose Club admits Students under the age of 18 years must:

- (i) undergo an enhanced Disclosure and Barring service check; and,
- (ii) must procure that any other Instructors registered with the Federation in his or her Club who teach Students under the age of 18 years undergo an Enhanced Disclosure and Barring service check; and,
- (iii) procure that he or she, together with any other registered Instructors in his or her Club, and any person appointed as a Club Safeguarding Officer carries out safeguarding training appropriate for persons organising and coaching children's sporting activities.

(c) GBSF Instructors should employ all reasonable vigilance towards Children or Vulnerable Adults who are Students of their Club and who may be subject to, or at risk of, Abuse, whether that Abuse stems from inside or outside the Club. Some indications that Children or Vulnerable Adults are subject to or at risk of abuse are

- Unexplained injuries such as bruising, cuts or burns, particularly if situated on body parts not usually prone to such injuries;
- Injuries for which the explanation seems inconsistent or implausible;
- The individual describes what seems to be an abusive act involving them;
- A Student or Parent expressing concern for the welfare of another Child or Vulnerable Adult
- Unexplained changes in an individual's behaviour, such as becoming withdrawn, clingy, reluctant to attend training, or having outbursts of temper;
- Inappropriate sexual awareness or engaging in sexually explicit behaviour;
- Distrust of an adult, particularly where a close relationship would be expected;
- Difficulty making friends or being prevented from socialising with others;
- Displaying abnormal eating patterns, or losing weight for no apparent reason;
- Unexplained drop in performance.

(d) All Members should be vigilant in their professional and personal lives for signs of abuse of other Members. Where concerns of abuse concerning another Member might be noticed outside the immediate training environment, they should be reported to Lead Instructor of the Club or its Safeguarding Officer in accordance with this Policy.

2.3 Photography and Film

(a) There is some evidence that some people use sporting events and regular training to take inappropriate photographs or film footage of and Vulnerable Adults. All Clubs and Instructors should employ reasonable vigilance, and any concerns should be reported to the Lead Instructor or Safeguarding Officer of the Club concerned.

(b) All Participants (or, where the Participant is a Child, that Child's Parent or Guardian) must be made aware when instructors use take or create moving or still images of Participants as coaching aids, or for promotional material. Consent from the Participant (or, where the Participant is a Child, the Child's Parent or Guardian) should be obtained in advance of any imaging being created, and must be obtained in advance of any image being published. Any Parents or visitor to the Club watching or participating in classes must adhere to this policy.

(c) The GBSF will not publish, or permit to be published on its website or in its publications photos or videos it is satisfied that the consent of the individuals (or, where in the case of Children, each Child's Parent or Guardian) depicted has been obtained.

3. Recording and Reporting Incidents

3.1 Confidentiality

(a) The Federation, and each Club and Instructor within the Federation, has a duty to take all reasonable care to protect Members' confidentiality and privacy. Sensitive information, or information which gives rise to an individual's reasonable expectation of confidentiality and privacy, must only be shared when absolutely necessary, or under guidance of the police, the Local Authority Designated Officer for the applicable area, or other relevant authority.

(b) The storage and processing of information of individuals is governed by the UK General Data Protection Regulation and Data Protection Act 2018.

3.2 Witnessing or Disclosure of Possible Abuse

(a) Instructors and Staff may become aware of abuse through various way: they may see it happening; they may suspect abuse because of indications such as those listed within Section 2.2, above; or it may be reported to an Instructor or other Member by the Child or Vulnerable Adult or a third party.

(b) Particularly in cases where Children or Vulnerable Adults directly disclose any form of abuse to another Member of the Club, that Member should report the disclosure to the Club's Lead Instructor or (if one has been appointed) to the Club's Safeguarding Officer. Upon a report of Abuse concerning a Child or Vulnerable Adult, the Lead Instructor or Club Safeguarding Officer must take immediate appropriate action to safeguard the individual effectively , which actions may include:

- Remaining calm, so as not to frighten the Child or Vulnerable Adult;
- Reassuring the child or Vulnerable Adult that they are not to blame and have done to right thing by informing the Instructor
- Listening to the child or Vulnerable Adult, and recording all information disclosed, in accordance with Part 3.3 of this Policy;
- Only asking questions to clarify details, not to question further, so there is a clear and accurate understanding of what the Child or Vulnerable Adult has said. Asking leading questions of, or suggesting ideas to, a Child or Vulnerable Adult, who is disclosing an allegation of abuse may endanger future legal proceedings.
- Informing the Child or Vulnerable Adult that the Instructor may have to inform other people, such as the police, medical or healthcare professionals (if there are signs of injury) or the LADO, or a charity such as the NSPCC about what they have said in order to prevent further abuse from happening, but the report should otherwise remain confidential;
- If the Child or Vulnerable Adult requires urgent medical attention, the Instructor should call an ambulance and inform the attending paramedics or MERIT doctor of the possibility of abuse, and ensure they are aware there is a safeguarding issue;
- If there are reasonable grounds to suspect that there is an immediate threat to the Child or Vulnerable Adult, the Instructor should call the police on 999;

- If there are reasonable grounds to suspect a non-immediate risk to the Child or Vulnerable Adult, the Instructor or Safeguarding Officer should report the matter to the LADO for the area in which the Club operates;
- If the Instructor or club is not clear on the required actions, they should contact the relevant statutory authority such as the Local Authority Designated Officer (LADO) = or the NSPCC on their 24-hour helplines.

3.3 Recording Information

(a) To ensure information is accurate and useful for any further investigation, Lead Instructors, Club Safeguarding Officers and , if informed, GBSF Safeguarding Officer, are required to keep detailed documentation pertaining to any disclosure or suspicion of abuse. The GBSF has published on its website a model form for the recording of disclosures or suspicions of abuse, which is a recommended, but not required means of recording such disclosures. The documentation should be predominantly factual and must clearly distinguish the personal knowledge of the person recording from that of other people. The following information should be documented:

- Date and time of the recording of the report
- Name, age, date of birth, home address and phone number of the claimant
- Whether the person making the report is expressing their own concern or on behalf of someone else
- The nature of the allegation including dates, times, and other relevant information
- Description of any visible signs of injury and indirect signs such as behavioural changes in the claimant
- Details of witnesses to the incident
- The claimant's account of what happened and how injuries (if present) were sustained
- Whether any Parent, Guardian or Carer has been contacted and, if so, what was said
- Whether any other person, such as the Federation's Safeguarding Officer, LADO, or police, has been contacted and, if so, details of the report any advice received
- Whether any allegation of abuse has been directly made against a named individual and, if details of the individual named;
- Whether any person has spoken to the alleged abuser about the alleged abuse and, if so, what was said.

(b) The confidentiality of the informant and (if different) the person alleged to be abused should be maintained if at all possible. Disclosure of any allegation of abuse should only be made to the extent reasonably necessary to protect the person alleged to have been abused in accordance with Section 3.4, below.

3.4 Reporting a Concern

(a) This Policy recognises that neither the Federation's Executive Committee, nor its Instructors, nor its Members are child protection experts. No Executive Committee Member, Instructor or Safeguarding Officer is required to determine whether abuse has taken place or not. However, they are required to record and report suspicions and allegations of Abuse with appropriate professional agencies or charities so that qualified assessments can be made.

(b) Each Club's Lead Instructor, or (if a different person from the Lead Instructor) Safeguarding Officer, should know and understand how to contact (i) the LADO for the area in which the Club operates; (ii) the police; (iii) the NSPCC; (iv) in the case of those Clubs who have Members of retirement age or above the National Careline for Action on Elder Abuse.

(c) Individual club policies may vary, however the Federation recommends that, at a minimum, the following are considered when there arise reasonable grounds to suspect abuse towards a Child or Vulnerable Adult, which does not involve an immediate risk of harm to the Child or Vulnerable Adult:

- The Lead Instructor or Club Safeguarding Officer should immediately refer the matter to the LADO for the area in which the Club operates;
- If the LADO so advises, and if there is no reason to suspect that the Child or Vulnerable adult would suffer further harm by so doing, the Parent, Guardian or Carer of the Child or Vulnerable Adult should be contacted;
- The GBSF Safeguarding Officer should be notified to implement any disciplinary proceedings

(d) Where a Member has reasonable grounds to suspect, or is informed of allegations of abuse of a Child or Vulnerable Adult, that Member should report the alleged or suspected abuse to his or her Lead Instructor or Safeguarding Officer.

(e) If the reporting Member is not satisfied with the response given by the Club's Lead Instructor or Safeguarding Officer or where the allegation involves the Lead Instructor or Safeguarding Officer, the reporting Member should immediately escalate his or her concerns to the GBSF's Safeguarding Officer.

(f) If the Club Safeguarding Officer or Lead Instructor is the subject of allegation or suspicion, the Club Member must report directly to the GBSF Safeguarding Officer, who will inform the LADO for the area in which the Club operates.

(g) Reporting allegations or suspicions of abuse under this Policy may be done anonymously.

(h) The identity of the Claimant may only be disclosed if it is necessary: (i) to protect the individual concerned from harm; (ii) for the investigation of any alleged abuse by the Lead Instructor or Safeguarding Officer, whether of the Club or the Federation; or (iii) if required by police, LADO, or other relevant authorities. Where there is no risk of immediate harm to the Child or Vulnerable Adult, written consent is required from the claimant and the anonymous person(s) before their identities may be disclosed.

(i) Allegations of abuse are sometimes made after the event. Where a retrospective allegation is made, the Lead Instructor or Safeguarding Officer should follow the recording procedure set out in Section 3.3, above, and refer the matter to the LADO for the area in which the Club operates in order to mitigate any extant risk to other Children or Vulnerable Adults from the alleged abuser.

(j) The Federation will not allow misplaced loyalty to another member or club to affect the process of due notification. Members who do not report allegations of Abuse, which give reasonable grounds to suspect that such Abuse has taken place or are likely to take place, without delay will be reported to the GBSF, who may appoint a Disciplinary Committee to enquire into the matter and, upon a finding of fault by the Disciplinary Committee, have the authority to terminate membership without remuneration.

3.5 Investigation of Alleged Abuse by GBSF Members

(a) Where there is a complaint of alleged abuse against an Instructor or Member of a club, three types of investigation may be opened:

- Within the GBSF, GBSF: Disciplinary or misconduct, where the local club will be involved and the federation may intervene depending on the nature of the allegation, as set out in the GBSF Disciplinary Policy.
- Child protection, where children services and possibly the police will be involved
- Criminal, where the police are involved immediately

(b) A GBSF disciplinary or misconduct investigation does not preclude the opening of a child protection or criminal investigation by the appropriate authorities.

4. Key Contacts

In case of emergency, contact the police or ambulance on 999

To escalate or report an incident to the GBSF, email safeguarding@savate.org.uk

NSPCC Child Protection Helpline: 0808 800 5000

Childline: 0800 1111