

# Albrighton and Wolverhampton Aikido Club

## Child Protection Policy

### 1. Introduction

Aikido can provide a positive influence for children and young people (Young People). Not only can it provide enjoyment and opportunities for achievement, it can be a valuable way to develop a variety of important life skills. These opportunities can only be safeguarded if kept in the hands of people who place the welfare of Young People first and adopt practices that support, protect and empower them. All organisations involved in activities for children have a moral and legal obligation to fulfil a duty of care for the Young People for whom they provide services.

Albrighton and Wolverhampton Aikido Club (the Club) recognises its responsibility, and that of all adults who work directly or indirectly in the provision of Aikido for Young People, to take all reasonable steps to ensure the safety and welfare of the Young People in their care. The Club will promote the safeguards of good practice, and the professionalism of coaches and volunteers through the implementation of this Policy.

This Policy is written in order to comply with the British Aikikai Child Protection Policy and British Aikido Board Child Protection Policy. Club instructors, Child Protection Officers, and assistants are strongly recommended to read and fully verse themselves with the British Aikikai and British Aikido Board Child Protection policies.

The term Young People is used within this document is used to denote any person under the age of 18 years.

### 2. Policy Statement

It is the aim of the Club that all Young People should enjoy Aikido in a safe enjoyable setting. The Club is aware of the need to ensure that all individuals who provide Young People with the opportunity to practice Aikido, are aware of their responsibilities.

Good practice will involve an ongoing process of consideration and review of all aspects of provision for Young People, so as to be well prepared to:

Ensure the safety and enjoyment of all Young People in the Aikido setting, as well as promote and preserve their opportunity within Aikido for healthy personal development.

Ensure that Young People attending Aikido who experience abuse of any kind, within or outside the Aikido setting, are responded to appropriately, that any concerns about the welfare of Young People attending Aikido are acted upon appropriately and not ignored, and that the full legal and moral responsibilities that accompany working with Young People are understood and fulfilled by adults working within the Aikido setting.

The Club recognises that the British Aikikai's Child Protection Policy and Regulations are mandatory for all clubs within the association providing services for Young People under the age of 18.

The welfare of all Young People is paramount and the Club recognises that an adult has a moral and statutory duty for the care, custody and control of any Young Person under their supervision.

All club coaches and assistants on junior classes are to be subject to a CRB check.

It is the responsibility of child protection experts and agencies to determine whether or not abuse has taken place. It is everyone's responsibility to report any concerns.

All suspicions and allegations of abuse, incidents of poor practice or suspicions of poor practice will be taken seriously and responded to swiftly and appropriately.

Individuals working with Young People will be made aware of good practice in order to ensure that they are not placed in situations where allegations could be made.

Confidentiality will be upheld in line with the Data Protection Act 1984 and the Human Rights Act 2000.

### 3. Guidelines and terms of reference

#### 3.1 Child Protection Officers

The Club Child Protection Officers are Ian Grubb and Mike Teale. Any concerns should be directed at these people in the first instance.

#### 3.2 Coaching

All classes are to be led by a suitably qualified and insured instructor.

There will always be at least one qualified coach/adult assistant to each 12 children.

Young People will:

- Not be required to train to a degree or in any way that may become a threat to their well being.
- Not be subjected to verbal or racial abuse or bullying from any source.
- Be trained only in accordance with the current accepted junior syllabus.
- Only be requested to perform moves/activities appropriate to their age, maturity and ability.

#### 3.3 Communication

All adults who participate on a class where Young People train must be made aware of this Policy.

All adults who assist on a junior class will be given a copy of this Policy and required to adhere to it and comply with its guidelines.

All parents/carers of Young People attending classes will be made aware of the existence of this Policy and given the opportunity to obtain a copy.

#### 3.4 Treatment of Young People

Parents/carers will be asked for permission by the Club to act in loco parentis in the event of an accident and the parent/carer and emergency contact cannot be reached.

Prior to medical treatment being carried out on a Young Person, written parental consent must be sought where appropriate.

It is recommended that all treatment procedures are explained fully to the Young Person and verbal consent given before they are carried out.

It is recommended that no Young Person should be treated in any way in a situation where the Young Person is on his/her own in a treatment room with the door closed.

Medical confidentiality should be maintained at all times.

#### 3.5 Photography and video

The club issues a newsletter periodically. Pictures of members (adult and Young People)

appear in this to recognise achievement and to foster close ties between members. Pictures and video clips may also be displayed on the web page. Pictures of individuals will be of head and shoulders only. Pictures and video clips of techniques will be full body shots. In all cases the subjects must be properly attired.

When joining the club parents/carers are asked if it is ok for pictures of their child to appear in club related publications. Parents/carers may withdraw this permission at any time by written request to a club official.

### 3.6 Changing

Young People are required to come to class already dressed for class and leave in the same way. This removes the need for them to get changed on the premises. Where this is not possible and Young People need to get changed on the premises they should do so in the designated area for their gender. At no time should a single adult be present while Young People are getting changed.

No photographic equipment is allowed in the changing room environment. This includes cameras, video cameras, mobile phones with photographic capabilities etc.

### 3.7 Late Collection

It is not the Club's responsibility to transport Young People in the event of parents/carers being detained.

In the event of parents/carers being detained staff/volunteers should:

- Attempt to contact the parent/guardian in the event of late collection.
- Check the contact number for any information regarding the young person.
- Contact the alternative contact name/number.
- Wait with the young person at the dojo with, wherever possible, other volunteers/staff or parents.
- Remind parents of the policy relating to late collection.

Staff/volunteers should not:

- Take the Young Person home or to any other location.
- Ask the Young Person to wait in a vehicle or dojo with them alone.
- Send the Young Person home with another person without parental permission.

### 3.8 Behaviour

All Coaches, helpers dealing directly or indirectly with Young People are encouraged to demonstrate exemplary behaviour.

### 3.9 Physical Contact

Aikido is a physical activity and it is sometimes necessary to make physical contact with a Young Person while coaching or assisting him/her. Such physical contact must:

- Be unambiguously non-sexual.
- Not be such as to potentially harm the Young Person.
- Be done in an open environment and never on a one to one basis behind closed doors.

### 3.10 Incidents

In the event of the following:

- You accidentally hurt a Young Person.
- A Young Person seems distressed in any manner.
- A Young Person appears to be sexually aroused by your actions.
- A Young Person misunderstands or misinterprets something you have done.

You should immediately inform a colleague and make a written note of the incident/concern. The parent(s)/carer(s) should also be informed)

### 3.11 Practising with Young People

When practising with young people NO pressure should be applied to the joints. Techniques may have to be altered in order to accommodate this. If in any doubt Ask the class instructor.