



WELFARE OFFICER SUPPORT SESSION

Thursday 7th October 2022



INCLUSIVE

CHAMPIONING AND ENSURING THAT FOOTBALL
IS AVAILABLE AND SAFE FOR EVERYONE



PROGRESSIVE

COMMITTED TO CONTINUOUSLY IMPROVE
AND BE TRANSFORMATIONAL IN WHAT WE DO



RESPECTFUL

SET THE STANDARDS FOR RESPECTFUL
BEHAVIOUR ACROSS THE GAME



WELCOME



LYSTRA LANDON

Designated Safeguarding Officer
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SAFEGUARDING AT CHESHIRE FA



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AGENDA FOR THIS EVENING

Embedding Safeguarding Within your Club
Reporting a Safeguarding concern
DBS Guidance
Poor Practice / Low Level concerns
Play Safe
Website
Other Resources





EMBEDDING SAFEGUARDING WITHIN YOUR CLUB



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EMBEDDING SAFEGUARDING

- Ensure that as a minimum you have two DBS checked individuals working with each team.
- Ensure that all Club officials, players, parents/carers are aware of how to report a Safeguarding Concern and who to report it to
- **Ensure that all Club officials, players, parents/carers are aware of the FA's Whistleblowing Policy**
- Every football club must have a Safeguarding Children Policy. For your policy to be truly effective members need to understand what it actually means for them and that includes how **it's integrated into daily football activities.**
- A Safeguarding Children Policy should be based on sound straight forward principles and the foundation of a well-run and effective club.
- Best practice will soon become common practice.
- **It's important to make sure that this information is shared with all new members and that your club has a process to check that this is happening.**

EMBEDDING SAFEGUARDING



FOR CLUBS AND LEAGUES

Version: 1.2
Published: DECEMBER 2020



REPORTING A SAFEGUARDING CONCERN



If there is an emergency / child at immediate risk/danger, please contact the Police

POLICE
999

If your matter is urgent and you cannot contact Cheshire FA, please call the NSPCC – this is a 24 hour helpline

NSPCC
0808 800 5000

Safeguarding@CheshireFA.com
07717 81 04 09

Safeguarding@TheFA.com

FA WHISTLEBLOWING



- **Early warning system or when it's recognised that appropriate actions have not been taken.**
- It is about revealing and raising concerns over misconduct or malpractice within an organisation
- Any adult or young person with concerns about a colleague can also use whistle-blowing by **calling 0800 169 1863 and asking for The FA's Safeguarding team, or via email on safeguarding@TheFA.com**
- **Alternatively, you can go direct the Police or Children's Social Care and report your concerns there, or to the Child Protection in Sport Unit via cpsu@nspcc.org.uk or the NSPCC Helpline via 0808 800 5000 or by emailing help@nspcc.org.uk**



DBS



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TO START THE DBS PROCESS FOR OFFICIALS

1 Adding your GBG PIN to WGS

2 Initiating a DBS through Whole Game System

For new coaches you need to add them

For existing coaches they go direct to WGS

3 Completing DBS Initiation - Applicant

<https://grassrootstechnology.freshdesk.com/support/solutions/folders/4800067330>

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HOW TO VERIFY DOCUMENTS - FADV

You must log in to First Advantage Online Disclosures (FADV) website,

<https://fadv.onlinedisclosures.co.uk/>

To be able to login, you must be registered with them as a Club verifier. Contact the DSO for a registration form or call 0115 969 4600

A screenshot of the First Advantage OnlineDisclosures sign-in page. The page has a white background. At the top left, there is a logo for First Advantage OnlineDisclosures. Below the logo, the text "Sign In" is displayed. Under "Sign In", there are three input fields: "Organisation pin" with a link "Don't have this?" to its right, "Email address" with the example email "lystra.landon@liverpoolfa.com" entered, and "Password" with a masked password "*****" entered. Below the input fields is a blue "Sign in" button. At the bottom of the form, there is a link "Forgotten sign in details?".

First Advantage | OnlineDisclosures

Sign In

Organisation pin Don't have this?

Supplied by your organisation

Email address

lystra.landon@liverpoolfa.com


Password

Sign in

[Forgotten sign in details?](#)

HOW TO VERIFY DOCUMENTS - FADV



 First Advantage | OnlineDisclosures

Applications

Organisation

Payments

Archive

Dispatched

Awaiting Verification

Awaiting Countersign

Uploading

With DBS

Complete

Awaiting Payment

Not Submitted

All

Status Selection ▼

Search

Org ID

Anthony

smith

DOB

Postcode

Ref Number

Mechanism ▼

Clear Search Results

Search

Org ID	Name	DOB	Postcode	Status	Status Changed Date	Vol.	Product	E-Number	Position	VM
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IMPORTANT



Remember – a DBS is only cleared through the FA when the details are shown on **an applicant's FAN i.e. 'accepted' and new 'date of issue' and turned green on the WGS.**

A DBS is NOT cleared when, at Stage 5 on the Online Disclosures FADV System, the status box changes to green. The latter only means the Certificate has been issued.

Gemma Webster – National Safeguarding Administrator to support with DBS Non-Compliance now working with Cheshire FA.

Welcome any CWO's volunteering to be a County Verifier in your area.



POOR PRACTICE LOW LEVEL CONCERNS



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LEARNING FROM LOW-LEVEL CONCERNS

Definition – move away from the term Poor Practice to Low Level Concern.

A low-level concern is any concern that an adult or child has acted in a way that:

- is inconsistent with a code of conduct, including inappropriate conduct outside of football
- **doesn't meet the threshold of harm or is not considered serious enough for the County FA to refer to the local authority.**
- Low-level concerns are part of a spectrum of behaviour. This includes:
- inadvertent or thoughtless behaviour
- behaviour that might be considered inappropriate depending on the circumstances behaviour which is intended to enable abuse.

LEARNING FROM LOW-LEVEL CONCERNS

How does Poor Practice/Low Level Concern to the DSO attention?

- Events around on and off field behaviour on match day informed by referee Extraordinary Incident Reports.
- Contact made directly from parent, coach, welfare officer.
- Club Safeguarding visits

LEARNING FROM LOW-LEVEL CONCERNS

Match Day

- On match day → referee reports via the WGS → Discipline Officer → seeks clarification → Discussed at our weekly Discipline Safeguarding Referee meeting → Discipline charges raised, safeguarding and referee actions noted
- Important to note, Discipline must complete their investigation first, before safeguarding can get involved.
- If parents have concerns, raise it with their coach on the day and the coach **raises it with the referee. Discipline's first point of call is the referee.**

LEARNING FROM LOW-LEVEL CONCERNS

Match Day

Coaches or players who demonstrate poor conduct and/or behaviour are subject to individual charges:

- E3 FA Rule - Improper Conduct (including threatening and/or abusive language/behaviour)
- Parents and spectators who demonstrate poor conduct and behaviour are **not subject to an individual charge, it's a club charge:**
 - E20/E21 fail to control players & spectators
- DSO will contact the Club Welfare Officer → discuss allegation → what action the Club will take to address the concern → Report back with outcome.

LEARNING FROM LOW-LEVEL CONCERNS

Contact made directly from parent, coach, welfare officer:

- If a parent or coach has contacted the DSO → **triage as to whether it's a low-level** concern or meets the threshold for referral to FA SG team, Children Social Care → Take appropriate action.
- Low Level concern → Contact the Club welfare Officer → inform of allegation →
- Ask to investigate and/or what action the Club will take to address the concern → Report back with outcome.
- Second episode of Low-Level Concern with same coach → meeting with CWO and Committee member.
- Third episode of Low-Level Concern → **DSO completes referral to the FA's SG Team for action**
- Only the FA Safeguarding Team can implement a safeguarding suspension.
- However, Clubs can and implement a touch line ban, club suspension, contract of expectations, verbal and written warnings and withdrawal of club membership.

LEARNING FROM LOW-LEVEL CONCERNS

Club Safeguarding visits

- Most common issues around poor practice/ low level concerns are:
- Coaching staff not having an in-date FA accepted DBS
- Parents and carers not knowing who their CWO is or how to report a concern
- Coaching and Parents/carers not knowing anything about the FA Whistleblowing policy
- We will also ask about how confident coaches and parents feel to report discrimination, support the players match day experience and the referee.

LEARNING FROM LOW-LEVEL CONCERNS

- Speak to your Committee about your Club Ethos
- Coaches about their conduct on the sideline – **utilise FA's Code of Conducts** for them, parents and players that sets out what will happen if they breach it.
- The FA are currently reviewing how County FAs manage Low Level concerns.



ANY QUESTIONS?



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THE FA PLAY SAFE CAMPAIGN





THE FA PLAY SAFE CAMPAIGN

- **Play Safe is football's national campaign to focus attention on the vital importance of safeguarding in our national game.**
- We want it to help drive greater awareness of the safeguarding practice and culture in your club or organisation.

The campaign is officially supported by the NSPCC as well as the Premier League, EFL, **Barclays Women's Super League and Barclays Women's Championship.** It's also being backed by every other level of the game across England.

This year's focus remains on the key role of parents/carers in safeguarding, with two main messages being conveyed:

- **Are you aware of the vital safeguarding role you play in football?**
- **Please take the new, short and free safeguarding course specifically developed for parents/carers, which can be accessed [here](#).**



RESOURCES TO ASSIST YOU - WEBSITE



The screenshot shows the Cheshire FA website's navigation bar and a section for safeguarding resources. The navigation bar includes links for PLAY, COACH, REFEREE, FACILITIES, CUPS, LEAGUES & CLUBS, SAFEGUARDING AND RESPECT (highlighted), INCLUSION, ABOUT, and NEWS. Below the navigation bar, there are two tabs: RESPECT and YOUTH ZONE. The main content area features four blue cards, each with a yellow arrow icon in the top right corner. The cards are titled 'SAFEGUARDING FOR U18'S', 'SAFEGUARDING FOR CLUBS & LEAGUES', 'SAFEGUARDING FOR COACHES', and 'SAFEGUARDING FOR REFEREES'. Below each title is a subtitle: 'Safeguarding For Under 18s', 'Safeguarding For Clubs & Leagues', 'Safeguarding For Coaches', and 'Safeguarding For Referees'. At the bottom of the page, there is a banner with a background image of a smiling man and a woman. The banner text reads: 'WE ONLY DO POSITIVE' in large, bold, white letters. Below this, it says 'The FA's Respect program' and 'Provides a series of tools for leagues, clubs, coaches, players and parents from grassroots to elite football - to help ensure a safe, positive environment in which to play the game.'

Cheshire FA

PLAY COACH REFEREE FACILITIES CUPS LEAGUES & CLUBS SAFEGUARDING AND RESPECT INCLUSION ABOUT NEWS

RESPECT YOUTH ZONE

SAFEGUARDING FOR U18'S
Safeguarding For Under 18s

SAFEGUARDING FOR CLUBS & LEAGUES
Safeguarding For Clubs & Leagues

SAFEGUARDING FOR COACHES
Safeguarding For Coaches

SAFEGUARDING FOR REFEREES
Safeguarding For Referees

WE ONLY DO POSITIVE
The FA's Respect program
Provides a series of tools for leagues, clubs, coaches, players and parents from grassroots to elite football - to help ensure a safe, positive environment in which to play the game.

RESOURCES TO ASSIST YOU

Look at the FA's Safeguarding on their website:

- <https://www.thefa.com/football-rules-governance/safeguarding>

There are a number of sections with resources to help you including

- Section 11 - FA Best Practice Directory which has the latest information on all things Safeguarding:
- <http://www.thefa.com/football-rules-governance/safeguarding/section-11-the-complete-downloads-directory>
- Its here that you will find over 64 Guidance notes including The FAs Safeguarding Children Policy:



RESOURCES TO ASSIST YOU

Any DBS queries including uploading DBS Certificates to FANs, please email:

Fachecks@theFA.com

Tel: 0115 969 4600

All Safeguarding Courses can be found at the England Football Learning Platform:

<https://learn.EnglandFootball.com/>

Any Safeguarding Course query, please email:

Education@TheFA.com

Tel: 0800 0852 012



RESOURCES TO ASSIST YOU

For Welfare Officers who need to renew their DBS:

Go to <https://fadv.onlinedisclosures.co.uk/Authentication/Login>

REGISTER using your email address and creating a password

Once registered, please login on the home screen and enter the information below:

- Org PIN: 102192
- Org name: 1Cheshire CFA
- Secret word: Mail

ID documents can be verified at Cheshire FA's office or by contacting one of our Volunteer County Verifiers in your area.



KEY TAKE-AWAYS

THINGS YOU MUST ALWAYS CONSIDER



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KEY THINGS TO REMEMBER

AS A WELFARE OFFICER

WholeGame System

- Do you know who all your coaches are?
- Are they assigned to a Team?

How are you involved when new volunteers join?

- Selection Process – safer recruitment, DBS checks
- Induction Process – Shadowing?
- Codes of Conduct – How do you expect team officials to behave?

Club Official Contact Details

- Have the club contact details been updated and shared?
- How/when do they contact you? Are details clearly outlined?



SUPPORT AVAILABLE

AS A WELFARE OFFICER

- **1 to 1's with our DSO** – book your slot now by completing this form: <https://bit.ly/3biWzze>
- Lunchtime Learning Sessions
- Monthly Newsletter distributed via email and on our website

There are additional ways you can support your players, club officials or referees who may be struggling:

- The FA Heads Up: <https://www.thefa.com/about-football-association/heads-up>
- One excellent resource is the Hub of Hope, which has lots of useful information around mental health; <https://hubofhope.co.uk/>
- Mental Health Champions for Referees <https://www.cheshirefa.com/news/2021/feb/03/mental-health-champions-scheme-launched-in-cheshire>
- Mind <https://www.mind.org.uk/>
- Safeguarding Course: <https://www.highspeedtraining.co.uk/courses/safeguarding/safeguarding-in-sport/>



With contributions from:



Brian Moore



Gary Barker



Ian Poulter



Kelly Cates



Kevin Sinfield

[Safeguarding In Sport
Course | Survivor Led
Safeguarding Training](#)

Marilyn Okoro

We've teamed up with the YGAM to bring you this...

Keeping
Your Child Safe
in Sport

FREE awareness workshop

for sports organisations on the potential harms of gaming and gambling

GAMING AND GAMBLING IS LINKED WITHIN SPORT

IT'S IMPORTANT WE ALL KNOW HOW TO RECOGNISE AND RESPOND TO ITS HARMS



Sign up for the LIVE workshop

Wednesday 12th October 2-2:45pm

NSPCC



This will be held on Wednesday 12th October from 2pm-2.45pm. [The link to sign up is here](#)



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THANK YOU



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