



# **Lancashire Football Association Child /Adult at Risk Protection Policy**

## **Version (3) dated January 2021 – January 2024**

Lancashire Football Association has a professional duty to provide children and adults at risk with appropriate safety and protection. As the welfare of the child/adult at risk is paramount, we are committed to providing safe equipment and facilities so that children/ adults at risk may participate in courses/programmes in a secure environment. Additionally, we promote ethical behaviour, providing children/ adults at risk with a sense of being valued. On this basis, we aim to ensure safe recruitment practices are always followed, to establish the suitability of personnel to work with children and/or adults at risk.

It is ultimately the responsibility of the Head of the Centre, Colin Greenall, to ensure that this policy is published (see Lancashire FA Website) and accessible to all personnel, learners and any relevant third parties.

In order to provide safety, protection and security to children/ adults at risk throughout our operations, we will adhere to our child/ adult at risk protection policy/statement and aim to:

- protect all children and adults at risk from abuse, whatever their age, culture, disability, gender, language, ethnic origin, religious beliefs or sexuality
- raise awareness of child and adult at risk protection issues and promote good practice
- conduct risk assessments to minimise potential hazards to children's and adults at risk's welfare
- provide support to learners who have been abused and act proactively by preventing any similar incidents through risk assessment. In such cases we will refer to the Lancashire FA Designated Safeguarding Officer, Neil Yates.
- ensure all personnel fully understand their responsibilities and are provided with the appropriate training/regular updates of the legislation.

In achieving our policy aims and being proactive, we have developed procedures related to the recruitment of personnel and how allegations of child/ adult at risk abuse should be dealt with. In light of this, we implement safe recruitment practices, in checking the suitability of personnel to work with children and adults at risk.

### **Summary of the Personnel Recruitment Procedure**

Applicants are required to complete an application form (which may lead to a subsequent interview and follow FA/County FA formal recruitment processes). These are required to be returned to the relevant department and the member of personnel managing the recruitment process. Where applicants will take significant responsibility for safeguarding children during activities within Lancashire Football Association they will be required to complete a Criminal Records Check (CRC).

Personnel are selected on their suitability to meet the job/role-related requirements and responsibilities and their ability to demonstrate that they can work safely with children and/or adults at risk. Applicants will receive confirmation of appointment in writing. New



members of personnel are then required to confirm their agreement to abide by the Lancashire Football Association policies and procedures, including the child/ adult at risk protection policy, in writing and will follow the FA/County FA Policies and Procedures in place to become an official tutor of the FA/County FA. Awareness of child/ adult at risk protection practice will continue to be addressed via ongoing training. All members of personnel who work with children and adults at risk are required to adhere to this policy.

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| Centre personnel/learners/individuals identifying possible abuse must report the allegation to:  |
| Child/ Adult at risk Protection Officer<br>Neil Yates, Designated Safeguarding Officer,<br>Lancashire Football Association, The County Ground, Thurston Road, Leyland PR25 2LF |

Allegations will be taken seriously and dealt with as soon as practicable, in line with the recognised centre's child/ adult at risk protection policy.

The Designated Safeguarding Officer is also responsible for conducting any investigation and demonstrating the results if the child/ adult at risk abuse is suspected to be committed by a member of staff. Throughout this procedure, records will be maintained and kept securely and confidentially, separately from the learners' file.