



Liverpool County FA

Safeguarding Process for Affiliations

Staff Policy Document

This policy is to be used in conjunction with The Football Association's Rules & Regulations as well as the Liverpool County FA Affiliation Guidance. All documents are available to download from the LCFA (Shared) W Drive. Should you have difficulty accessing these documents please contact our Designated Safeguarding Officer, Gordon Johnson or Senior Safeguarding Lead, David Pugh.

Safeguarding children in football is a priority for Liverpool County FA and as such we have a process to ensure that it is embedded across all of our football processes & procedures.

Affiliation

Every club with u18 teams must have:

- A named club welfare officer holding an in-date FA accepted DBS check along with a safeguarding Children Workshop (SCW) certification, a Welfare Officer Workshop (WOW) certification and must also have completed the online Safeguarding for Committee Members (SCM) course.

- Every youth team must have a named coach / manager holding an in-date FA accepted DBS check and each coach can only be attached to a maximum of four youth teams.
- Any person named against a team of Uner 18's in regulated activity must hold an in-date FA accepted DBS check (e.g. Assistant Coach, Manager, First Aider or Physiotherapist)
- Chairman, Secretary must also have completed the SCM course and with effect from the start of affiliation for the 2018/19 playing season the club Treasurer must also have completed the SCM course.

Note: There is currently no requirement for a club welfare officer to renew their SCW although they are actively encouraged to renew using the recertification online as best practice. CWO's should be advised that this course is free and also beneficial to their role. From season 2018/19 all coaches must also complete the Safeguarding Children Workshop (SCW).

Safeguarding Concerns

Where any safeguarding concerns come to light the Football Services or Development teams will notify the DSO who will provide advice or guidance to them, the club concerned and or the individual concerned.

Liverpool County FA can offer support to individuals who struggle to access our courses or online services. Please encourage Club Officials to make contact with our DSO or Safeguarding Administration Officer when their own Club Welfare Officer is unavailable.

Where possible all clubs should be encouraged to affiliate via the Whole Game System (WGS). The WGS is a fantastic tool that will support Club Officials with affiliation, discipline and safeguarding monitoring. For more information on The Whole Game System and affiliations please visit this website;

<http://www.thefa.com/get-involved/more/whole-game/club-affiliation>

If you have any questions in relation to the above then please contact our DSO or SSL. You may also wish to contact our Football Services Team who process all club affiliations. They can be contacted on info@liverpoolfa.com.

