



HELP KEEP OUR GAME SAFE

It's everyone's responsibility to make sure children and other vulnerable people are safe while participating in football.



RESPECT

GOOD BEHAVIOUR MAKES FOR A GREAT GAME

KEEPING FOOTBALL SAFE AND ENJOYABLE

Every child or vulnerable person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from abuse. This is the responsibility of every adult involved in football.

Our collective role is to create a fun and safe experience for children and other vulnerable people in football and where concerns come to light, whether they are about someone in football or the person's wider life, then to report these concerns to the appropriate authorities.



WHAT WE DO TO KEEP YOU SAFE

Vetting and Supervision

All staff and volunteers who work in a role that involves regular and direct contact with children or vulnerable people are subject to a criminal records check.

Criminal records checks are completed every three years and failure to comply will lead to suspension.

Training and Qualifications

All Club and League Welfare Officers have undertaken safeguarding and welfare workshops and have a criminal records check.

We also provide FA coaching qualifications, safeguarding children workshops and first aid along with referee courses.

We work hard to make sure staff and volunteers continue to improve through an extensive training programme.

HARM & ABUSE

Everyone in Manchester FA has a key role in keeping children and other vulnerable people safe and help to protect them from abuse or harm. If anyone fails to meet these expectations, please let us know.

Abuse is identified below:

Sexual - A child or vulnerable person is sexually abused when they are forced or persuaded to take part in sexual activities. This doesn't have to be physical contact and it can happen online. Sometimes they won't understand that what's happening to them is abuse. They may not even understand that it's wrong. Or they may be afraid to speak out.

Physical - Physical abuse is deliberately hurting a child or vulnerable person causing injuries such as bruises, broken bones, burns or cuts. It isn't accidental - people who are physically abused suffer violence such as being hit, kicked, poisoned, burned, slapped or having objects thrown at them.

Emotional - Emotional abuse is the ongoing emotional maltreatment of a child or vulnerable person. It's sometimes called psychological abuse and can seriously damage a person's emotional health and development. Emotional abuse can involve deliberately trying to scare or humiliate someone or isolating or ignoring them.

Neglect - Neglect is the ongoing failure to meet a child or vulnerable person's basic needs. They may be left hungry or dirty, without adequate clothing, shelter, supervision, medical or health care. They may be put in danger or not protected from physical or emotional harm.

Bullying - Bullying is behavior that hurts someone else – such as name calling, hitting, pushing, spreading rumors, threatening or undermining someone. It can happen anywhere - at school, at home or online. It's usually repeated over a long period of time and can hurt someone both physically and emotionally.

Grooming - Grooming is when someone builds an emotional connection with a child or vulnerable person to gain their trust for the purposes of sexual abuse, sexual exploitation or trafficking. Someone can be groomed online or face-to-face, by a stranger or by someone they know - for example a family member, friend or professional. Groomers may be male or female. They could be any age.

Don't forget, many of the things mentioned here have the potential to happen online as well in person.

If you are concerned about bullying or abuse (including that which might be happening to another person) then please talk to the Club/League Welfare Officer or Designated Safeguarding Officer at Manchester FA.

If you feel a child or vulnerable person is at risk of immediate or significant harm, contact the police.



RESPECT

Parents have a big responsibility as part of the Respect programme. Respect is working to eradicate touchline abuse in football, and parents can play their part by agreeing to, and signing, their club's Code of Conduct. Parents also have a responsibility for their children's behaviour. The players will also be asked to sign a Code of Conduct, and parents can encourage their children to adhere to the players' code.

Players are asked to sign a Code of Conduct to 'promise' to abide by a set of rules governing their behaviour as a player. Working together with the coach, captain and matchday referee, players have a major role to play to ensure a positive environment on this pitch – and off it. Players are asked to shake hands with the opposition and match officials pre- and post-match in a spirit of fair play.

Coaches have a hugely important role to play in Respect, as they are not only responsible for their own behaviour, but they can also influence that of their players and spectators too. On a matchday, coaches are expected to work with players, parents and other spectators to allow the referee to manage the game without being subjected to abuse.

Referees need to work in partnership with the clubs they officiate, in particular with the captains on the pitch when managing player behaviour. Vitally, referees can provide post-match feedback regarding the behaviour of players, parents, coaches and other spectators, to help the clubs enforce their Codes of Conduct.

Clubs can sign up to and enforce Codes of Conduct for their players, coaches, parents and spectators, which will set the standard for behaviour throughout their club. It is important that clubs take action if Codes are broken to send out a clear message that negative behaviour will not be tolerated.

We all bear a collective responsibility to set a good example and help provide a positive environment in which children and vulnerable people can learn and enjoy the game. Play your part and observe The FA's Respect Code of Conduct.

www.thefa.com/get-involved/player/respect/respect-resources

SAFEGUARDING EXPECTATIONS

This sets out the expectations of how adults should behave around children and other vulnerable people, manage and mitigate the risk of harm to participants and report their concerns.

If you are a volunteer and a child, vulnerable person or parent discloses a concern:

Stay Calm - It will help the immediate situation.

Remove them from further harm - Get to a safe place: seek medical help if required.

Reassure - Take them seriously – they have done the right thing to tell someone and it's not their fault.

Don't make promises 'not to tell' - If it is serious, you will have to tell someone who can help.

Ask few questions - Let them talk, don't become an investigator, simply clarify what they have said.

Make a note - Record what has been said if you can, noting the facts and not your opinion.

Contact the Club/League or County Welfare Officers - If it is a serious concern, contact the police or children's services.

Be patient - We will try to keep you informed when possible but be aware we must act in a way that protects all those involved.

WELFARE OFFICERS

All sports have a responsibility to ensure they provide a safe and fun environment for children and young people.

Through the Every Child Matters: Change for Children programme, the government makes it very clear that sport has to put safeguards in place. Football, along with other sports believe the best way to do this is to appoint a Welfare Officer.

What does a Welfare Officer do?

Welfare Officers have key roles: Be informed and aware of the league or club's responsibilities when running football activities for children and young people.

- Ensuring these responsibilities are well understood by others.
- Developing best practice processes.
- Helping to make sure trips away are organised properly.
- Helping league and club personnel understand their 'duty of care' towards children and young people.
- Ensuring all relevant people complete The FA's 'Safe guarding Children' training programme.
- Compliance of FA CRB checks.

For more information on what is expected of sport in terms of safeguarding children, go to www.thecpsu.org.uk or to www.everychildmatters.co.uk.

Football accepts it has a clear responsibility towards young people. Making sure everyone knows how to report concerns about a child's welfare is essential. Knowing how to deal with poor practice issues is also vital.

Find out who your Welfare Officer is by contacting your club/league or Manchester FA.

REFEREES

Manchester FA wants to ensure that you are aware of the support you can access should you have any concerns over your safety and welfare while carrying out your refereeing duties. **Please read the information below and keep the information and contact details safe in case you need them, contact details can be found on the next pages.**

The vast majority of football is played in safe and friendly environments where everyone can enjoy taking part. However, we appreciate that there may be occasions when you would like additional help and support.

Concerned about something you've seen or heard?

Tell an adult you trust if you are concerned about something you have seen or heard, if something doesn't feel right, or if you are worried about comments someone has made to, or about, you via text or social media.

If you are concerned about your own safety, or the safety of another child or young person, let the Designated Safeguarding Officer know as soon as possible to ensure we can support you. **If you or someone else is in immediate risk of harm, then this should be reported to the police. You can also contact Childline for advice.**

Disciplinary Matters

It's really important that all matchday disciplinary matters are reported to Manchester FA as soon as possible. In most cases this is a simple and speedy process that can be completed online. However, should you need assistance in compiling a report, contact Manchester FA's Referee Development Officer. In the unlikely event of a very serious disciplinary matter, you may wish to speak to somebody about it. Our Referee Development Officer or Designated Safeguarding Officer can be contacted for advice and support.

Feel threatened?

In the unlikely event you feel threatened whilst refereeing; your own safety must be your priority. Find a supportive adult and ensure you can leave the venue safely. Avoid doing or saying anything that might make things worse. At the first opportunity please report these events to our Disciplinary and Designated Safeguarding Officer department. Our Referee Development Officer will contact you when he/she has been informed about the incident.

USEFUL CONTACTS

Police (Immediate threat)

Tel: 999



Police (Non-Immediate)

Tel: 101



NSPCC

Tel: 0808 800 5000

www.nspcc.org.uk

NSPCC

ChildLine

Tel: 0800 1111

www.childline.org.uk/get-support

childline

ONLINE, ON THE PHONE, ANYTIME

Child Exploitation & Online Protection

www.ceop.police.uk



Further information about staying safe can be found on our website:

www.ManchesterFA.com

It includes information on:

- FA Policies
- RESPECT
- Who to contact if you have a concern



SAFEGUARDING IN GREATER MANCHESTER

It is supported by a network of Club/League Welfare Officers and the Designated Safeguarding Officer. Referees are supported by the Referee Development Officer.

Call us on 0161 225 1966

Designated Safeguarding Officer

Lauren McCorry

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Safeguarding@ManchesterFA.com

Referee Development Officer

Tom Elliott

Tom.Elliott@ManchesterFA.com

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Running the Game Administrator (Discipline)

Andrew McAnulty

Andrew.McAnulty@ManchesterFA.com

Discipline@ManchesterFA.com

League Welfare Officer

Name:

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Contact:

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Club Welfare Officer

Name:

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Contact:

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