



## Club Child Protection Officer

- The role of Children's Officer is central to maintaining the safeguarding of children/young people to ensure that they can participate, enjoy and benefit from safe and enjoyable surroundings.
- In accordance with club rules, and the responsibilities attached to the role, the Children's Officers are appointed as Officers to their respective Clubs Executive Committee. This is not 'an elected' position as happens in the case of other officers.
- In addition to these core responsibilities the Children's Officer must also ensure, with the cooperation of other club members, that the requirements governing the participation of children/young people and those who work with them are maintained at all times.
- Given the responsibilities to working with children it is recommended that the Children's Officer participates fully in all aspects of their respective Club work and where possible should report regularly to the Committee as to the clubs safeguarding compliance and adherence to rules and statutory requirements. The Children's Officer must be supported at all times by their respective Club Executive Committee.
- Club Children's Officers do not have the responsibility to investigate child protection allegations or concerns within the Club. The Club's Designated liaison Person appointed by the Club deals with such concerns as per the NGB's Guidelines for Dealing with Allegations of Abuse and will contact the relevant bodies, statutory agencies to deal with complaints of Child safeguarding.
- Persons chosen as Children's Officers must implement the NGB child protection policy, Code of Conduct and procedures and shall have the confidence of parents and children alike and must ensure that their Club Committees acknowledges and delivers upon their child safeguarding responsibilities at all times.
- Raise awareness of Child Protection, make sure that all volunteers parents, adults and children are aware of how to contact the Children's Officer, and have the ability to deal with sensitive situations with integrity.
- Monitor and review the child protection policy and procedures to ensure they remain current and fit for purpose.  
Raise awareness of the Code of Conduct for working with children to adults/children involved in the club.
- Challenge behaviour which breaches the Code of Conduct..
- Maintain confidential records of reported cases and action taken.
- Where required liaise with the NGB Child Protection Officer and/or statutory agencies and ensure they have access to all necessary information.