

2. Good Practice in Badminton

Principles of Good Practice

- Promote a culture in which all children are listened to and respected as individuals
- Put the welfare of the child/young person first
- Ensure that badminton is fun and that fair play is promoted
- Challenge unacceptable behaviour
- Report all concerns regarding unacceptable behaviour
- Report all allegations/suspensions of abuse
- Where possible avoid unsupervised one to one situations with young players

Implementing Good Practice

To ensure that your club (region or county) works within the principles of good practice you need to address the following areas:-

ACTION

To minimise the risk to children and young people the region/county/club should:

- Consult and listen to children and young people in their badminton environment
- Follow the Badminton England policy and guidelines on recruitment and ensure that all individuals working with children and young people are screened and are suitable and fit for purpose
- Ensure that an appropriate induction process is in place for new staff and volunteers
- Ensure all members of the Club (county/region) have access to appropriate and relevant education and training
- Adopt the Badminton England Safeguarding and Protecting Young People in Badminton Policy and Procedures
- Appoint and publicise the name of a Welfare Officer, who will be able to support and guide members, players and parents on the issues and implementation of safeguarding, welfare and good practice. Ensure the Welfare Officer agrees to the role description as at Appendix 1
- Adopt the Badminton England Anti Bullying and Harassment Policy, ensuring that this is publicised and all members, players and parents are clear on the policy
- Have clear guidelines on managing players away from the club situation, ensuring these are published to parents, staff and volunteers
- Ensure that all members, players and parents comply with the Badminton England Code of Ethics and Codes of Conduct
- Adopt good practice policies and processes for
 - Supervision of Young People
 - Communication with Young People
 - Changing
 - Competition and Tournaments
 - Photography and use of images
 - Transporting young people
 - Physical contact with young people
 - The use of social media for all your club members

Good Practice - Supervision of and communication with Young People

Supervision

- Coaches and Club staff will be responsible for young people in their care
- Ofsted guidelines suggest the following:
 - For young people under the age of 8 the ratio of adults is a minimum of 1:6
 - For young people 9-12 years the ratio of adults to children is a minimum of 1:8
 - For young people 13-18 years the ratio of adults to children is a minimum 1:10
- When deciding on the number of adults required, it is important to bear in mind that these ratios are guidelines only and will depend on location and type of activity. In addition the level of experience of the coach and the ability of the young people may need to be considered
- The Club will provide the parents/carers with a contact number which may be used if the parent/carer will be late to collect their child/children
- The club will ask parents/carers to complete a form providing contact details, information about their child/children i.e. medical details etc
- All clubs should have First Aid provision by ensuring
 - there is a qualified First Aider on site
 - First Aid boxes are up to date and accessible
 - There is access to a phone to be able to contact the emergency services if required

Communication

- When communicating with young people it is recommended that you:
 - Contact players only when necessary
 - Copy parents into written communication (i.e. letters or emails)
 - Speak with a player and their parents if there is a need to communicate information in relation to playing, training or competition
 - Clearly state the club's policy on communication with players and parents
 - Are aware of the Social Media Safeguarding Guidance
- You should avoid
 - Contacting a young person unnecessarily
 - Using text as a medium of contact with a young person
 - Emailing one young person without copying in parents, other players or club members

Good Practice – Changing

- Players aged 10 and under should be supervised at all times in changing rooms by two members of staff, of the same gender as the players
- Adults working with young teams, including volunteers, coaches, umpires or staff, should not change or shower at the same time using the same facility as young players (Under 18)
- If young players play for adult teams they and their parents must be informed of the Club's policy on changing arrangements
- If adults and young people need to share a changing facility, the Club must have consent from the parents that their child/children can share a changing room with adults in the club
- If young people need to share changing facilities with adults, their parents should be allowed to supervise them whilst they are changing
- If young people are uncomfortable changing or showering in public no pressure should be placed on them to do so. Encourage them to do this at home.

- If your Club has disabled players involve them and their carers in deciding how, if applicable, they wish to be assisted to change and ensure they provide full consent to any support or assistance required

Good Practice – Transportation

(Dropping off and collecting young players at the club/training session and to events)

- It is the responsibility of the parent/carer to transport their child/children to and from the Club and to matches
- It is not the coach's or volunteer's responsibility to transport the young people to and from the Club
- The Club must receive permission from parents/carers for young people to participate in all competitions and away fixtures/events
- If the club arranges transport for young people to and from matches/events, the person(s) transporting the children will be recruited in accordance with the 'safe recruitment' guidelines
- The Club will provide a timetable of activities at the beginning of a season and notify parents/carers of any changes to this timetable in writing where practically possible
- The Club will require emergency contact numbers for parents/carers
- The Club adopts and publicises a late collection policy (see below)

Good Practice - Late Collection

If a parent /carer is late the Club will:

- Attempt to contact the parent/carer
- Check the Club contact number for any information regarding the young person
- Wait with the young person at the Club with, wherever possible, other staff/Volunteers or parents
- Remind parents/carers of the policy relating to late collection
- If parents/carers remain un-contactable staff may need to report the situation to Children's Social Care or the Police

Staff/Volunteers should avoid:

- Taking the child home or to any other location;
- Asking the child to wait in a vehicle or the Club with you alone
- Sending the child home with another person without permission from the child's parents.

Disabled Children

Disabled Children are particularly vulnerable and at greater risk of all forms of abuse. The presence of multiple disabilities increases the risk of both abuse and neglect. Some of the common factors that can lead to increased vulnerability include social isolation, communication and learning difficulties, lack of understanding of boundaries, need for assistance with personal care and more likely target for bullying and abuse. Disabled Children have the same rights to protection as any other child and clubs working with these children need to be especially alert to the signs and symptoms of abuse and have strategies in place to ensure all children are able to raise concerns."