

## Club Welfare Officer



### The Role

As the Club Welfare Officer it is your responsibility to:-

1. Be familiar with the Badminton England Safeguarding Policy and strive to ensure that officers and parents of children in the club are also aware of the Policy and abide by it.
2. Respond to any concerns or issues that arise for children and young people in a confidential and sensitive manner.
3. Contact your County Welfare Officer or the Badminton England safeguarding team to discuss any concerns that have been raised where you do not feel able to adequately manage the situation.
4. Have a commitment to safeguarding training for yourself and others in your organisation.
5. Encourage adults who work with children and young people in your club to attend appropriate safeguarding training
6. Actively endorse and only use coaches who are on the Badminton England coach accreditation scheme in your club
7. Sit on the Club Management Committee and attend all meetings ensuring safeguarding is a regular agenda item

### In line with County Welfare Officers your role also includes the following:

1. Act as the first point of contact for coaches, volunteers, parents and young people where concerns about children's welfare, poor practice or abuse are identified
2. Maintain contact details for children's social care, including the LADO contact details, the Police and the Local Children's Safeguarding Board.
3. Ensure confidentiality is maintained
4. Ensure that incidents are recorded correctly using Badminton England's reporting procedures
5. Ensure that all officers and coaches within your association who are in 'Regulated Activity' with young people have a DBS check every 3 years
6. Promote and actively endorse Badminton England Codes of Conduct for all adults working alongside young people

### **Skills and knowledge required**

- An understanding of core legislation and government guidance on safeguarding children
- An understanding of the roles and responsibilities of the statutory agencies involved in safeguarding children
- A child focussed approach, a commitment to listening to children
- A commitment to equality and diversity recognising that all children have the right to be protected from poor practice and abuse

### **Training Required**

- UK Coaching Safeguarding & Protecting Children in Sport SPC 1
- Time to Listen training for Welfare Officers (multi-sport or badminton specific)

### **Other**

- Welfare Officers must complete a Badminton England DBS Check every 3 years.

More information from: [www.badmintonengland.co.uk/safeguarding](http://www.badmintonengland.co.uk/safeguarding)