



Safeguarding

St Neots Town FC & St Neots Learning and Sports Academy



Safeguarding Policy

At St Neots Town FC (SNTFC) and St Neots Learning and Sports Academy (SNLASA) we hold Safeguarding Children as one of our key objectives and we will act swiftly should we suspect that the safety of children has been compromised.

It is the responsibility of SNTFC and SNLASA Directors, staff and team Managers to ensure ALL volunteers involved in team activities at SNTFC and SNLASA MUST have the following in place to meet FA requirements:



SNTFC & SNLASA

FA Requirement

Team Support Volunteer: In~date Enhanced FA DBS

Team Manager/Coach: In~date Enhanced FA DBS & Safeguarding Children qualification & Emergency Aid and a minimum of an FA Level 1 in Coaching Football.





Who Should I contact

If you have a major concern (a child is at high risk) you can contact:

SNTFC Sports Safeguarding Lead Mick Hunt on 07787 761797 or email mick.hunt@tiscali.co.uk

Huntingdonshire Football Association Designated Safeguarding officer (DSO)

Mark Moffett on 07963 323787 or email mark.moffett@huntsfa.com

NSPCC Helpline ~ 0808 800 5000

Childline ~ 0800 1111

If a child is in immediate danger of abuse, this should be reported directly to the police on 999



Child Welfare Policy

St Neots Town Football Club (SNTFC) and St Neots Learning and Sports Academy (SNLASA) acknowledges its responsibility to safeguard the welfare of every child and young person who has been entrusted to its care and is committed to working to provide a safe environment for all members.

A child or young person is anyone under the age of 18 engaged in any club football activity. We subscribe to The Football Association's (The FA) Safeguarding Children – Policy and Procedures and endorse and adopt the Policy Statement contained in that document.

Child Welfare Policy continued

2. The key principles of The FA Safeguarding Children Policy are that:

- the child's welfare is, and must always be, the paramount consideration
- all children and young people have a right to be protected from abuse regardless of their age, gender, disability, race, sexual orientation, faith or belief
- all suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- working in partnership with other organisations, children and young people and their parents/carers is essential.

We acknowledge that every child or young person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse. St Neots Town FC and St Neots Learning and Sports Academy recognises that this is the responsibility of every adult involved in our club.

Child Welfare Policy continued

All current St Neots Town Football Club and St Neots Learning and Sports Academy members working in eligible roles, with children and young people - such as managers and coaches are required to hold an in-date FA accepted Enhanced CRC with Barring List check as part of responsible recruitment practice¹. If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of St Neots Town FC or St Neots Learning and Sports Academy guidance will be sought from The Football Association. It is noted and accepted that The FA will consider the relevance and significance of the information obtained via the CRC Process and that all suitability decisions will be made in accordance with legislation and in the best interests of children and young people. It is accepted that The FA aims to prevent people with a history of relevant and significant offending from having contact with children or young people and the opportunity to influence policies or practice with children or young people. This is to prevent direct sexual or physical harm to children and to minimise the risk of 'grooming' within football and all other activities that SNTFC and SNLASA coach.

Child Welfare Policy continued

7. We acknowledge and endorse The FA's identification of bullying as a category of abuse. Bullying of any kind is not acceptable at our club. If bullying does occur, all players or parents/carers should be able to tell and know that incidents will be dealt with promptly. Incidents need to be reported to the Club Welfare Officer in cases of serious bullying the CFA Designated safeguarding Officer may be contacted.
8. Respect codes of conduct for Players, Parents/ Spectators, Officials and Coaches have been implemented by SNTFC and SNLASA. In order to validate these Respect codes of conduct the club has clear actions it will take regarding repeated or serious misconduct at club level and acknowledges the possibility of potential sanctions which may be implemented by the County FA in more serious circumstances.
9. Reporting your concerns about the welfare of a child or young person. Safeguarding is everyone's responsibility if you are worried about a child it is important that you report your concerns – no action is not an option.

Child Welfare Policy continued

- i. If you are worried about a child then you need to report your concerns to the Club Welfare Officer.
- ii. If the issue is one of poor practice the Club Welfare Officer will either:
 - deal with the matter themselves or
 - seek advice from the CFA Designated safeguarding officer
- iii. If the concern is more serious – possible child abuse, where possible, contact the CFA Designated Safeguarding officer first, then immediately contact the Police or Children's Social Care.
- iv. If the child needs immediate medical treatment take them to a hospital or call an ambulance and tell them this is a child protection concern. Let your Club Welfare Officer know what action you have taken, they in turn will inform the CFA Designated safeguarding officer
- v. If at any time you are not able to contact your Club Welfare Officer or the matter is clearly serious then you can either:
 - contact your CFA Designated safeguarding Officer directly

Child Welfare Policy continued

- contact The FA Safeguarding Team on 0800 169 1863 or Safeguarding@TheFA.com
- contact the Police or Children's Social Care
- call the NSPCC 24 hour Helpline for advice on 0808 800 5000 or text 88858 or email help@nspcc.org.uk

NB – The FA's Safeguarding Children Policy and Procedures are available via – www.TheFA.com/footballrules-governance/safeguarding – click on 'Raising Awareness – Best Practice Downloads', the Policy and Procedures document is within the resources area. The policy outlines in detail what to do if you are concerned about the welfare of a child and includes flow diagrams which describe this process. How to make a referral is also covered in the Safeguarding Children workshop. Participants are given the opportunity to discuss how this feels and how best they can prepare themselves to deal with such a situation. For more information on this workshop contact your County Designated safeguarding Officer.

Child Welfare Policy continued

10. Further advice on Safeguarding Children matters can be obtained from:
Mick Hunt 07787 761797 mick.hunt@tiscali.co.uk (SNTFC Welfare officer)
designated safeguarding officer mark.moffett@huntsfa.com 01480 414422





Whistle Blowing

“Whistle-blowing”

Whistle-blowing can be used as an early warning system or when it's recognised that appropriate actions have not been taken. This approach or policy is adopted in many different walks of life.

It is about revealing and raising concerns over misconduct or malpractice within an organisation or within an independent structure associated with it.

Any adult or young person with concerns about a colleague can also use whistle-blowing by calling 0800 169 1863 and asking for The FA's safeguarding team, or via email on safeguarding@TheFA.com.

Alternatively you can go direct the Police or Children's Social Care and report your concerns there, or to the Child Protection in Sport Unit via cpsu@nspcc.org.uk the NSPCC Helpline via 0808 800 5000 or by emailing help@nspcc.org.uk



Player code of conduct

1. I will respect my fellow squad members and team coaches.
2. I will respect the laws of the game and be prepared to play to win, but fairly and with a good sporting attitude.
3. I will attend all coaching sessions throughout the season unless I otherwise inform my coach at the previous session or by phone.
4. I will attend training sessions and matches on time. If I am going to be late for any session or game I will inform my coach as early as possible.
5. I will conduct myself in a professional manner at all times both on and off the pitch.
6. I will introduce myself by shaking hands with my coach on arrival at training and game days.
7. I will inform my coach of who will be collecting me at the end of each session or game day.

Players Code of Conduct continued

8. I will wear either St Neots Town FC or neutral (trialists only) clothing for all coaching sessions.
9. I will prepare my own equipment prior to each coaching session or game.
10. I will clean and polish my own boots prior to each coaching session or game.
11. I understand shin pads and appropriate footwear must be worn for safety. I will not be allowed to wear a watch or jewellery during a match or training.
12. My clothing and belongings are my responsibility, even when left in changing rooms. My team coach or a parent may look after my valuables but they should not be held responsible for them. The club advises that valuables are left at home where possible.

Players Code of Conduct continued

13. I will agree to complete the homework modules that my coach sets for me whenever possible.

14. I will ask my coach exactly what they expect from me. If I do not quite understand I will ask him or her for a clear explanation.

15. I will maintain the very highest professional standards for myself throughout the season, on and off the field of play, which will give me the best opportunity to develop and progress as a footballer this year.

16. Foul & abusive language towards other players, officials or supporters will not be tolerated on or off the field of play

17. I will not tolerate bullying of any kind; physical, mental, on line, text etc. I understand that bullying is not acceptable behaviour at St Neots Town F.C. and will not abuse or bully a fellow team mate. If I'm a victim of bullying I will tell my parents/guardian, a team mate or team coach. St Neots Town FC will look into the incident and deal with the concerns in a discreet manner.

Players Code of Conduct continued

18. I'm aware that St Neots Town F.C. has a child welfare officer who is experienced in dealing with Child Protection Issues. If I have a concern about an adult or child in my team I will report it to an adult. I understand that my concerns will be taken seriously and will be acted upon discretely and in an appropriate manner.

19. I understand that my team manager/coach, other players and parents should show me respect. If I feel that I've received unfair criticism, or have been spoken to in an unacceptable manner, then I will contact my coach, another player or my parents/guardian. I understand my concerns will be taken seriously.

20. If I have an injury then I will inform my team coach, who will respect my decision whether to play in a match or take part in training or not.

Players Code of Conduct continued

21. If injured during training, or at a match, and require hospital or doctors treatment due to the injury I will inform my coach as soon as possible. They must record the incident into the clubs Accident Record Book by contacting the club Secretary.

22. I understand that I am responsible for any fines incurred for any bookings or being sent off. When the rule contravention or referees report comes through I will respond promptly as any delays will result in a further fine from the Hunts F.A.

23. I will make sure that I show my parents/guardians any team or club newsletters I am given.

24. I will let the coach know when I am representing the school in a sports activity or I have had a PE lesson during the school day.



Parent/Carers code of conduct

1. I will be honest about my child's ability and be responsible for their behaviour.

2. I will offer only positive reinforcement of my child's development. This will include asking them about what they have learnt and how they feel they are progressing. The players will take a lot of pride in what they are achieving and positive reinforcement will act as further encouragement.

3. Communication between parents and coaches is encouraged at all times. If I have any questions or points I wish to discuss I will ask the coaches, who will always be willing to offer assistance and advice. If I need additional information I will contact the Academy Manager for further support.

Parents/Carers Code of Conduct continued

4. I will NOT 'coach from the side lines' at training sessions or in games as I am aware that the coaches are asking the players to make decisions and would not wish to confuse them with multiple instructions. I understand that club wants my support and wants my child to enjoy their football, so will give constructive encouragement only and will refrain from giving directions or instructions. (Note: The club is aware that your intentions are good, but they may conflict with the coach's wishes. However, if the coaching staff asks you to help out then please do so.)
5. I will conduct myself appropriately whenever escorting the players at coaching and game days in a manner that would be respectful to all (including players, other parents, match officials, coaches and the opposition).
6. I will support my child with their football and education throughout the season to give him the very best opportunity to develop and progress as a footballer and an individual both on and off the field.

Parents/Carers Code of Conduct continued

7. I will find out what the coaches expects from me. This may include parental support with the kit wash, transport, match preparations, liaison officer, treasurer or fundraising.

8. I will not leave my child at training or a match without confirming that the coach is present and agreeing the collection time. I understand that parents are encouraged to watch but understand that if I'm unable to stay I will inform the coach. I will also notify them if I have arranged for someone else to collect my child (a responsible adult or member of your family). I also agree to arrange for my child to be collected on time.

9. I agree to pick and drop off my child for training sessions at the AGP gate, this will be the point where responsibility and care is passed from legal guardian to Academy Staff and vice versa. I am responsible for the child's safety & behaviour while in the carpark.

10. I understand that if my child is under 11 years old then I am required to attend all training sessions and matches.

Parents/Carers Code of Conduct continued

11. I will watch the game from the opposite side of the pitch or outside the 3G/ AGP facility at all times, so I do not distract my child or other players.

12. Where possible I will provide travel to away matches or, if unable to attend, I will inform the coach and make alternative transport arrangements for my child. I will endeavour to attend all away matches when available and will not expect others to transport my child to all games.

13. I understand that if an injury is sustained at training, or during a match, and my child needs to go to hospital or see a doctor then I will inform the child's coach. He must record the incident into the club's Accident Record book, contacting the clubs secretary.

14. I will inform the coach if my child has an injury. The coach will respect my decision whether to allow my child to play.

Parents/Carers Code of Conduct continued

15. I am responsible for my behaviour at matches and I'm aware that I can be booked, sent off or fined. I will not use abusive language at matches and I'm responsible for any fines that I incur due to my behaviour.

16. I will not make derogatory remarks towards my child, their teammates or opposition players at any point. Any behaviour deemed as having potential to bring St Neots Town Football Club or the Academy Programme into disrepute will not be tolerated under any circumstances.

17. I will pay my child's registration fees and subscriptions promptly as required. I understand the club may suspend players who have not paid their membership fees in full on time. (Note: The club will accept regular payments by arrangement with the Academy Manager)

18. I understand my child is responsible for returning all playing kit to the club at the end of each season. Under no circumstances may kit be used for any activity other than St Neots Town FC training or matches. I will be liable for any club kit losses due to negligence.

Parents/Carers Code of Conduct continued

19. I will read, retain and respond to team and club communications. I will support my child and the club as much as I possibly can.

20. I understand a full copy of the Cub Constitution is available to all members on request.

21. I understand that insurance cover details can be obtained from the Academy Manager and that any further personal insurance cover for my child can be obtained from their school, which covers all sporting activities.

22. I understand that St Neots Town F.C. is looking to develop players and therefore that the result is not the most important thing, the development of the individuals is.



Social Media Code of Conduct, Imagery Consent & Communication Policies

At St Neots Town Football Club, we recognise that a communications revolution has taken place. Many of our players, coaches, club members, parents and supporters spend considerable amounts of time on social media.

As a progressive club, we encourage people to use social media for club advertising, to show their support for St Neots Town Football Club and to reach specific age groups. We ask all our members and supporters to uphold the ethos of the club in all their social media posts and interactions and to not act in a way that would bring the club into disrepute, harm its reputation or act derogatory towards any individual.

Social Media Code of Conduct, Imagery Consent & Communication Policies Continued

The following social media code of conduct is intended to help members with practical advice on how to use social media effectively for the benefit of the club and its membership. It is not the club's intention to restrict your use of social media; rather, we want to ensure that you use these new tools responsibly and respectfully when discussing club matters.

Please refer to this code whenever you mention St Neots Town Football Club in your social media posts and updates across the ever-expanding list of social media sites, including, but not limited to Twitter, Facebook, Google+, Snapchat, Instagram and YouTube.

This code also applies to internet forums, blogs, podcasts, pictures and video

Social Media Code of Conduct, Imagery Consent & Communication Policies Continued

1. Be responsible and respectful at all times.
2. Remember everything you say is instantly in the public domain.
3. Don't forget that you are responsible for what you post.
4. Your comments may be available for anyone to see permanently.
5. Consider the potential consequences for you and the club of the things you publish.
6. Don't ever say something in a post that you wouldn't be happy to say to someone's face.
7. Don't insult, cyberbully, attack or make negative comments about this club or other club's players, parents, coaches, managers, referees, training staff or their supporters.
8. Any negative commentary, such as a grievance or criticism should be directed to the individual or respective managers or coaches.
9. If you see a negative comment, do not respond or escalate the issue in any way.

Social Media Code of Conduct, Imagery Consent & Communication Policies Continued

10. Serious issues or concerns should be discussed with the Club's Committee.

11. Avoid gossip, inappropriate, defamatory, hateful, slanderous, upsetting or threatening comments.

12. Do not post comments that could be judged to be harassment, abuse or libellous.

13. Do not post comments intended to incite violence against others.

14. Do not post any content that might be considered inappropriate or offensive to others.

15. Respect the privacy and confidentiality of others in your posts: consider carefully how the text, audio, images and videos you post may breach someone else's privacy.

16. Do not impersonate or falsely represent another person in your posts.

Social Media Code of Conduct, Imagery Consent & Communication Policies Continued

Serious or persistent breaches of this Code will be referred to the Club's Committee and action may be taken against the offending member or supporter.

Ultimately, at St Neots Town Football Club, we want all of our members to feel comfortable taking their support for the Club into the online domain.

We believe that by being positive, responsible, sharing our successes and being gracious in defeat that we will not only get the most out of these new forms of media, we will also be viewed by other teams, football as a whole and as an example of how to use social media for the benefit of all.

Social Media Code of Conduct, Imagery Consent & Communication Policies Continued

Photography, Video Analysis & Promotional Imagery

I agreed to and consent as legal guardian on behalf this player for them to be included in Promotion & Educational Photographs and Videos. Any imagery will be taken by club officials in line with the FA conditions of imagery use.

I can confirm I have read and understood the conditions of imagery use provided by The FA and consent to photography or filming of this player while at St Neots Town FC. (Available online at www.thefa.com)

Social Media Code of Conduct, Imagery Consent & Communication Policies Continued

General Data Protection Regulation

Finally we would like to keep you up to date with all the latest information and updates throughout the season however due to the new GDPR legislation we now need confirmation of your approval for us to do so.

Emails will also be used to distribute Training Dates, Important Events and Match Day details.

We commit to keep your details safe and in line with all the new legislation and will not pass any of your details on to any other companies and will only use your details to make sure you get the best support from us in the future.



Club Contacts

Iain Parr Academy Manager 07970 851511 Iain@SNTFC.co.uk

Mick Hunt Club Welfare Lead 07787 761797 mick.hunt@tiscali.co.uk



St Neots Town Football Club,
Premier Plus Stadium, Kester Way, St. Neots,
Cambridgeshire, PE19 6SL
01480 470012
www.StNeotsTownFC.co.uk



@StNeotsTownFC

