



Lawford FC

Safeguarding Children Policy & Procedures

Contents

1. Introduction
2. Our Policy and Procedures
3. Important Contact Details

Introduction

Lawford Football Club has adopted the FA Safeguarding Children Policy. Its contents have been used and adapted here.

Managers, Coaches and all other volunteers will follow the guidelines of the FA Safeguarding Children and Young People in Football - Policies and Procedures Handbook which is available at <https://www.thefa.com/football-rules-governance/safeguarding/policy-downloads>

The FA Safeguarding Children Policy places a clear responsibility on football clubs to ensure that they safeguard and promote the welfare of all young people. Child welfare is a responsibility accepted by the club and all who volunteer within it.

To this end, the club has appointed a Child Welfare Officer (CWO) who is the designated person responsible for child welfare matters. The contact details for the CWO are at the end of this policy.

Our Policy and Procedures

Lawford Football Club 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.

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

1. The child's welfare is, and must always be, the paramount consideration.
2. 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.
3. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
4. Working in partnership with other organisations, children and young people and their parents/carers are 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. Lawford Football Club recognises that this is the responsibility of every adult involved in our club.

Lawford Football Club has a role to play in safeguarding the welfare of all children and young people by protecting them from harm, bullying or discrimination. It is noted and accepted that The Football Association's Safeguarding Children Regulations (see The FA Handbook) applies to everyone in football whether in a paid or voluntary capacity. This means whether you are a volunteer, match official, helper on club tours, football coach and club official or medical staff.

We endorse and adopt The FA's Responsible Recruitment guidelines for recruiting volunteers and we will:

- Specify what the role is and what tasks it involves
- Request identification documents
- As a minimum meet and chat with the applicant(s) and preferably interview before appointing
- Ask for and follow up with 2 references before appointing someone
- Require an FA CRC Enhanced Disclosure where appropriate in line with FA policy.

All current Lawford Football club members who are (or likely to be) regularly caring for, supervising, training or being in sole charge of children and young people will be required to complete a CRC Enhanced Disclosure via The FA Whole Game System.

All coaches/volunteers, parents/carers and players will 'sign-up' to the appropriate FA Respect 'We Only Do Positive' Code of Conduct criteria at the start of each season. This will be done through talks by the team coach and followed up with 'top-up' reminders throughout the season as required.

If there are concerns regarding the appropriateness of an individual who is already involved, or who has approached us to become part of Lawford Football Club, 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 enhanced disclosure and that all decisions will be made 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.

Lawford Football Club supports The FA's Whistle Blowing guidance. Any adult or young person with concerns about a colleague can 'whistle blow' by contacting the Club Welfare Officer, the Essex FA Designated Safeguarding Officer, The FA Safeguarding Team on 0800 169 1863 or by email (safeguarding@thefa.com), or alternatively by going direct to the Police, Children's Social Care or the NSPCC. Lawford Football Club encourages everyone to know about it and utilise it if necessary.

Lawford Football Club has appointed a club Child Welfare Officer (CWO) in line with The FA's role profile and required completion of the Safeguarding Children and Welfare Officers Workshop. The post holder will be involved with Welfare Officer training provided by The FA and/or of contact for all club members regarding concerns about the welfare of any child or young person.

The CWO will liaise directly with the County FA (CFA) Designated Safeguarding Officer and will be familiar with the procedures for referring any concerns. They will also play a proactive role in increasing awareness of Respect - We Only Do Positive, poor practice and abuse amongst club members.

We acknowledge and endorse The FA's identification of bullying as a category of abuse and have adopted the FA Anti-Bullying Policy for Football Clubs. 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 CWO, in cases of serious bullying the CFA Designated Safeguarding Team may be contacted.

Lawford FC will aim to confront discrimination whether by reason of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability and will aim to encourage equal opportunities. We believe football belongs to and should be enjoyed by anyone who wants to participate in it. Lawford FC has consequently adopted the FA Equality Policy.

Lawford Football Club has implemented the Respect codes of conduct for;

- Players (Young and Adult),
- Coaches, Team Managers and Club Officials
- Parents and Spectators
- Match Officials

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.

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. Reporting concerns about the welfare of a child or young person is simple;

1. If you are worried about a child, then you need to report your concerns to the CWO.

2. If the issue is one of poor practice the CWO will either deal with the matter themselves or seek advice from the County FA Designated Safeguarding Officer (CFA DSO).
3. If the concern is more serious, e.g. possible child abuse, where possible contact the CFA DSO first, then immediately call the Police or Children's Social Care.
4. 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 CWO know what action you have taken. They, in turn, will inform the CFA DSO.
5. If at any time you are not able to contact your CWO or the matter is clearly serious then you can either:
 - Contact your CFA DSO directly
 - Contact the Police or Children's Social Care
 - Call the NSPCC 24 hour Helpline for advice on 0808 800 5000 or email help@nspcc.org.uk

Important Contact Details

Lawford FC Club Welfare Officer	Terry Barrett	07939 625341	terrybarrett74@gmail.com
Essex County FA Designated Safeguarding Officer	Helen Hever	01245 393098	helen.hever@essexfa.com

The FA Safeguarding Team general enquiry line 0800 169 1863

NSPCC 24 Hour Helpline 0808 800 5000

If you have serious concerns about a child or young person's immediate safety you must call the police immediately.

This policy is fully supported and endorsed by the trustees and club officers who are responsible for the implementation of this policy.



John Duchars
Club Chair
September 2026