

# GTI

# Child Protection & Safeguarding Policy



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# GTI Child Protection & Safeguarding Policy

## Policy Statement (updated 28/12/2016)

GTI has a duty of care to safeguard all children involved in its activities and clubs from harm. All children have a right to protection, and the needs of the disabled and others who may be particularly vulnerable must be taken into account.

GTI will ensure the safety and protection of all children and vulnerable adults involved in its activities and clubs through adherence to the guidelines within this policy.

This Policy will be reviewed regularly and dated to keep abreast of changes in policies, local practices and legislation pertaining to the protection of children.

A child is defined as a person under the age of 18 in accordance with the Children Act 1989.

## Instructor Coaching Requirements School Instructors

GTI schools/clubs are operated by qualified Instructors. To qualify as an Instructor to operate a GTI club the person must:

- Be a minimum age of 18 years and hold a grade of 1st Dan/Degree or higher.
- Have undergone Instructor Training via the GTI programme and gained certification

OR produce evidence of training elsewhere.

- Have an Enhanced "Child & Adult Workforce" Disclosure & Barring Service (DBS) check to ensure they are of suitable character to be near the young and/or vulnerable adults, as well as ensuring their suitability to teach a martial art. A recheck will be required approximately every three years. Any person refusing this check will not be permitted to instruct within the GTI.
- Be fully insured for Professional Indemnity via the GTI Group Policy
- Hold a current First Aid Certificate issued by a Health & Safety Executive approved provider.

In addition to the above Instructors are encouraged to keep their own Continued Professional Development (CPD) up to date by attending courses both within and outside of the GTI and familiarise themselves with their own [Local Safeguarding Children's Board](#) (LSCB) procedures so that they are informed of the contact person should an instructor have concerns or in the case of a disclosure.



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## Assistant Instructors

Instructors may on occasion use students to assist with teaching during a class whilst they are present, e.g. getting higher ranking students to supervise lower ranks, however, if a formal Assistant Instructor is required to cover classes in the Instructors absence then the criteria above for Instructors will also apply, with the exception that the minimum grade requirement is 2nd Kup/Grade

NB. If the Assistant covering classes in the Instructors absence is not a Dan grade then free sparring and hands on self-defence techniques should not be practised.

## Section 1: Defining Child Abuse

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. It commonly occurs within a relationship of trust or responsibility and is an abuse of power or a breach of trust. Abuse can happen to a child regardless of their age, gender, race or ability.

The abuser may be a family member, or they may be someone the child encounters in residential care or in the community, including during sports and leisure activities. An individual may abuse or neglect a child directly, or may be responsible for abuse because they fail to prevent another person harming a child.

There are four main types of child abuse:

- **Physical abuse:** where adults physically hurt or injury children, including by hitting, shaking, throwing, poisoning, burning, biting, scalding, suffocating or drowning. This category of abuse can also include when a parent or carer reports non-existent symptoms of illness or deliberately causes ill health in a child they are looking after. [Examples of physical abuse in sport may be when a child is forced into training and competition that exceeds the capacity of his or her immature and growing body, or where the child is given drugs to enhance performance or delay puberty.](#)
- **Sexual abuse:** when adults (male or female) use the child to meet their own sexual needs including talking to them in an explicit nature and showing them illicit photographs. The touching of children is to be avoided where possible, however where there is a need to help the child by adjusting techniques or in normal training, the instructor should keep as much distance as possible and always restrict the physical contact to the absolute minimum
- **Emotional abuse:** the persistent emotional ill treatment of a child, likely to cause severe and lasting adverse effects on the child's emotional development. It may involve communicating to a child that they are worthless or unloved, inadequate, or valued only in

terms or meeting the needs of another person. It may feature expectations of children that are not appropriate to their age or development. It may

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involve causing children to feel frightened or in danger by being constantly shouted at, threatened or taunted which may make the child very nervous and withdrawn. III- treatment of children, whatever form it takes, will always feature a degree of emotional abuse. [Examples of emotional abuse in sport include subjecting children to constant criticism, name-calling, sarcasm or bullying. Putting them under pressure to perform to unrealistic high standards is also a form of emotional abuse.](#)

· **Neglect:** this is when adults fail to meet a child's basic physical and/or psychological needs, to an extent that is likely to result in serious impairment of the child's health and development. For example, failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger or failing to ensure access to appropriate medical care or treatment. [Examples of neglect in sport could include not ensuring children are safe, exposing them to undue cold or heat or exposing them to unnecessary risk of injury, during sparring for example.](#)

## Section 2: Promoting Good Practice

Abuse can arouse strong emotions in those directly involved or having to face or deal with the situation. It is important to understand these feelings and not allow them to interfere with your judgement about the appropriate action to take.

Abuse can occur within many situations including the home, school and the sporting environment.

Some individuals will actually enter into a group involved with children in order to carry out abuse. With this in mind all new Instructors qualifying or joining GTI will undergo an Enhanced Disclosure check through the Criminal Records Bureau (CRB). This check will go towards showing the good character of all of our Instructors. Any person objecting to, or refusing to go through an Enhanced Disclosure will not be permitted to Instruct in any capacity within GTI.

It should be noted that it is a criminal offence for any person who has a previous conviction for offences related to abuse to work with children. This is reinforced by the details of the [Child Protection Act 1999](#).

When a child enters one of your club(s) having been subjected to abuse outside, and you are made aware of this, it is important that you work closely with appropriate local agencies. Sport can play a crucial part in improving an abused child's self esteem.

### Good Practice Guidelines

All "Personnel" should be encouraged to demonstrate exemplary behaviour in order to protect themselves from false allegations. Both Adults and Children have a responsibility to treat each other with respect, dignity, sensitivity and fairness regardless of age, gender, religion, disability,

sexual orientation / background or culture.

The following are common sense examples of how to create a positive culture and climate.

· Always work in an open environment, avoid private or unobserved situations and encourage open communication with no secrets.

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- Treat all young people the same, this includes the disabled should any of you teach them.
- Put the welfare of the young person first above all else, such as competition and achieving set goals such as activities involved in grading.
- €Maintain an appropriate distance with as least physical contact as possible especially when the child is moving through a technique. Avoid physically “guiding” them.
- €Build a balanced relation ship with your students and involve them in the decision making process within your club.
- Make your classes fun and promote fair play at all times.
- €If your club has changing facilities encourage the parent to remain whilst their child gets ready for the class. Failing this always enter accompanied, never alone especially if there is only one child present.
- €Be an excellent role model, your students will do as you do.
- €Keep an accident book in your club to record any injury and the treatment given. In the event of an accident the parent should sign the book.
- If you are to transport children in your car get the consent of the parent, preferably written. Ideally get the parent to go as well, especially if you are going to be away for a day or so.
- €If you use social media to promote your club then “friend” the parents account rather than the child directly. Similarly if you use email to update your students and a child has their own email address ensure you also get the parents email details so that you can copy them into any messages you send.
- €Any disciplinary measures / sanctions that you use must be non violent and must not be humiliating to children and young people.
- Should a child make a disclosure, stay calm and listen to what the child has to say. Do not ask any leading questions as this could interfere with evidence should the issue lead to court proceedings. You will need to take factual notes of what has been said and remember to record the time and date. You will then be required to contact the local Safeguarding Children’s Board and tell them of the disclosure or a child protection concern that you have.
- €Keep your records in a safe locked place where others do not have access. If held on a computer, this will need to be password protected in line with the data protection act.
- €The LSCB will take the lead and they will decide what will happen next. It is important to understand that concerns that do not appear to be that serious to you must be reported as it may form a part of additional information/evidence that the LSCB hold on the child.
- €And remember we all have a duty to protect children.

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### Incidents that must be Reported / Recorded

If any of the following occur please report them to the club's Senior Instructor or the GTI Chairman, or GTI Safeguarding Officer, as well as the parents

- If you accidentally hurt a child.
- If he / she seems overly distressed.
- If a student misunderstands or misinterprets something you have said or done that could lead to an allegation.

### Use of Photographic Equipment during Training

There is evidence that some people have used sporting events as an opportunity to take inappropriate photographs or recordings of children in vulnerable positions, gymnastics for example.

All clubs should be vigilant and whilst there is no intention to prevent Instructors from using video equipment as a legitimate coaching aid parents should be asked for permission first stating the reasons. Any tapes / photographs should be stored safely.

### Responding to Allegations or Suspicions and the Action to be Taken

It is the responsibility of Instructors within GTI to immediately and appropriately act to protect children and vulnerable persons where and whenever abuse occurs or is suspected.

Actions to be carried out:

Take measures to stop or prevent a reoccurrence.

Seek immediate advice from the relevant partner organisation/agencies such as the Child Protection Team with the Police or Social Services.

GTI will fully support and protect all of our members who in good faith report any concerns that another member has or may be abusing a child.

When a complaint is reported there are three types of investigation:

- · €Criminal - carried out by the local Police.
- · €Child Protection - carried out by the local Authority.
- · €Disciplinary - carried out by GTI.

If the concern is clearly about poor practice only then will GTI deal with it as an “internal” issue in a fair and open-minded manner. All accusations will of course be open to appeal. If the concern is about suspected abuse then it should be reported to the Club’s Senior Instructor who will then report to the GTI.

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If the concern is in relation to the Clubs Senior Instructor it should be reported directly to the GTI Chairman or GTI Safeguarding Officer

In both cases the GTI Officers will conduct enquiries to confirm that the matter is dealt with appropriately and effectively.

The following information will be required:

- · €The child’s name, age and date of birth.
- · €The child’s home address and telephone number.
- · €Whether or not the person making the report is expressing their own concerns of those of someone else.
- · €The nature of the allegation. Including dates, times and any other relevant information.
- · €Make a clear distinction between fact, opinion or hearsay.
- · €A description of any physical injury or bruising, also any signs such as changes in behaviour.
- · €Details of any witnesses.
- · €The child’s own account of events, if it can be given.
- · €Whether or not the parents are aware and what has been said.
- · €Has anyone else been consulted, if so record the details.
- · €If the child was not the person who reported the incident has he or she been informed and if so what was said?
- · €Who is the alleged abuser?

### Confidentiality

If you are worried about sharing concerns about any alleged abuse within GTI you can contact Social Services, your [Local Safeguarding Children’s Board](#), the local Police or

Crime Stoppers 0800 555 111, the [NSPCC Child Protection](#) 0808 800 5000 or [ChildLine](#) on 0800 1111

Every effort should be made to ensure that confidentiality is maintained for all concerned. Information should be handled and disseminated on a need to know basis only. This includes the following people

- · €The Club Senior Instructor.
- · €The GTI's Officers.
- · €The parents of the person who is alleged to have been abused.
- · €Social Services.

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- · €The Police.
- · €The alleged abuser.

The alleged abuser SHOULD NOT be approached without firstly seeking the advice of the Local Social Services or the Police.

Any evidence or information should be stored in a secure place with limited access to designated people in line with data protection laws which state that information should be accurate, regularly updated, relevant and secure.

### Section 3 - Bullying

Bullying, racism and other types of discrimination are forms of child abuse, even though those responsible are often young people themselves. It is important to recognise the impact and extent of bullying and discrimination in the lives of young people. GTI and all of our Instructors, at whatever the level, have a duty of care to safeguard children and others who may be particularly vulnerable.

#### Defining Bullying

Bullying can be psychological, verbal or physical in nature. It involves an imbalance of power in which the powerful attack the powerless, and occurs over time rather than being a single act. Examples of bullying behaviour include:

- · €Being called names, insulted or verbally abused.
- · €Being deliberately embarrassed and humiliated by other children.
- · €Being made to feel different or like an outsider.
- · €Being lied about.

- · €Being physically assaulted or threatened with violence.
- · €Being ignored.

Boys are most likely to experience physical bullying or threats, or have property stolen or damaged.

Girls are more likely to be ignored or not spoken to.

Bullying by adults is less common, but the most common forms are:

- · €Deliberately embarrassing or humiliating a child.
- · €Treating them unfairly.
- · €Verbally abusing them.
- · €Ignoring them or not speaking to them at all.

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### Action if Bullying is Suspected

If bullying is suspected you must inform the bully and their parents of the behaviour that has been identified and why it is not acceptable. Depending on the severity of the behaviour, you should seek to educate the bully with alternative ways to behave and clearly set out the consequences of any repeated bullying. You may simply expel the student responsible if you wish to do so, but you should also consider the following points:

- · €Take all signs of bullying very seriously.
- · €Encourage all children to speak and share their concerns.
- · €Investigate all allegations and take action to ensure the victim is safe. Speak to the victim and the bully separately.
- · €Reassure the victim that you can be trusted and will help them, although you cannot promise to keep it to yourself.

If you decide to expel the bully from your club after the allegation has been proven then please advise the GTI who will then inform other GTI clubs within the area. But firstly you should consider doing the following:

- · €Talk with the bully and explain the situation. Get them to understand the consequences of their behaviour. Ask them to apologise to the victim.
- · €Inform the bullies parents
- · €Encourage and support the bully to change behaviour.

# Prejudice or Bullying

Prejudice can be seen on a scale of 1 to 5. When negative, or unacceptable attitudes, or behaviour are allowed.

1: Antilocution means a majority group freely make jokes about a minority group. Speech is in terms of negative **stereotypes** and negative images. This is also called hate speech. Examples are jokes about another persons, gender, size, ethnicity, looks or disabilities which cause them or others discomfort or upset.

2: Avoidance People in a minority group are actively avoided by members of the majority group. No direct harm may be intended, but harm is done through isolation.

3: Discrimination Minority group is discriminated against by the denying of opportunities and services. This is putting prejudice into action. Behaviours have the specific goal of harming the minority or individual by preventing them from achieving goals.

4: Physical Attack The majority group vandalise minority group materially; they damage property and carry out violent attacks on individuals or groups.



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5: Extermination The majority group seeks extermination of the minority group.

Allport's Scale of Prejudice, Gordon Willard Allport (November 11, 1897 - October 9, 1967)  
Be aware when minority groups seem not to mind, or encourage the negative attitudes or behaviour. They could be Acquiescing.\*

\*Acquiescence is when someone goes along with behaviour that is unacceptable, and failing to challenge resulting in a continuance or increase of the unacceptable behaviour. It is sometimes used by the injured party as a way of fitting in. An example being laughing at jokes about the negative portrayal of women/minority groups. By not challenging you are encouraging the offender, showing that you accept or agree with them by keeping quiet or by not making objections.

## Further Resources

Visit the following link at Sports Coach UK for training and resources in safeguarding issues:  
[http://www.sportscoachuk.org/people-who-develop-coaches/support-coaches/workshops-partners/safeguarding-and-protecting- children](http://www.sportscoachuk.org/people-who-develop-coaches/support-coaches/workshops-partners/safeguarding-and-protecting-children)

## **Child Protection and Safeguarding**

As an Academy we believe it is important to protect all children and vulnerable people from abuse, maltreatment and exploitation. To prevent anything from harming their health, welfare and development. To ensure they can grow up in a safe and effective environment.

Our Welfare/Safeguarding Officer is Justyn Heath.  
If you have any concerns for a child or vulnerable person he can be contacted on 07782318914 with the assurance that it will be kept in strict confidence .



Other authorities you can contact are.

South West Child Protection Procedures [www.swcpp.org.uk](http://www.swcpp.org.uk)

Local Safeguarding Board [www.safechildren-cios.co.uk](http://www.safechildren-cios.co.uk)

Emergency Service 999

Devon and Cornwall Police 111

Cornwall Children's Social care Multi Agency Referral Unit 0300 1231 116

Cornwall Children's Social care (out of hours) 01208 251300