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Safeguarding Officer Role Description

Purpose of the role

To take the lead in ensuring that appropriate arrangements for keeping children and young people safe are in place at Defiant Sports.

To promote the safety and welfare of children and young people involved in Defiant Sports' activities at all times.

Duties and responsibilities

1. Take a lead role in developing and reviewing Defiant Sports' safeguarding and child protection policies and procedures.
2. Take a lead role in implementing Defiant Sports' safeguarding and child protection policies and procedures: ensuring all safeguarding and child protection issues concerning children and young people who take part in Defiant Sports' activities are responded to appropriately.
3. Make sure that everyone working or volunteering with or for children and young people at Defiant Sports, including the board of directors understands the safeguarding and child protection policy and procedures and knows what to do if they have concerns about a child's welfare.
4. Make sure children and young people who are involved in activities at Defiant Sports and their parents know who they can talk to if they have a welfare concern and understand what action the organisation will take in response.
5. Receive and record information from anyone who has concerns about a child who takes part in Defiant Sports' activities.
6. Take the lead on responding to information that may constitute a child protection concern, including a concern that an adult involved with Defiant Sports may present a risk to children or young people. This includes:
 - a. assessing and clarifying the information.
 - b. making referrals to statutory organisations as appropriate.
 - c. consulting with and informing the relevant members of the organisation's management.
 - d. following the organisation's safeguarding policy and procedures.
7. Liaise with, pass on information to and receive information from statutory child protection agencies such as:



- a. the local authority child protection services.
- b. the police.

This includes making formal referrals to agencies when necessary.

8. Consult the NSPCC Helpline when support is needed, by calling 0808 800 5000 or emailing help@nspcc.org.uk.
9. Store and retain child protection records according to legal requirements and the organisation's safeguarding and child protection policy and procedures.
10. Work closely with the management/board of directors and senior safeguarding lead to ensure they are kept up to date with safeguarding issues and are fully informed of any concerns about organisational safeguarding and child protection practice.
11. Report regularly to the management/board of directors on issues relating to safeguarding and child protection, to ensure that child protection is seen as an ongoing priority issue and that safeguarding and child protection requirements are being followed at all levels of the organisation.
12. Be familiar with and work within inter-agency child protection procedures developed by the local child protection agencies.
13. Be familiar with issues relating to child protection and abuse, and keep up to date with new developments in this area.
14. Attend regular training on issues relevant to child protection and share knowledge from that training with everyone who works or volunteers with or for children and young people at Defiant Sports.
15. Attend team meetings, supervision sessions and management meetings as arranged.
16. Work flexibly as may be required and carry out any other reasonable duties.

Appointment to this role is subject to satisfactory vetting and barring checks.

Child protection leads must have received relevant safeguarding and child protection training that is specific to their role. This training should be refreshed regularly and they should keep up to date with any changes in safeguarding and child protection legislation and guidance.

- Training for nominated child protection leads:
learning.nspcc.org.uk/training/designated-safeguarding-lead-sport-leisure.

Helpful resources for a nominated child protection lead:

- Child abuse and neglect learning.nspcc.org.uk/child-abuse-and-neglect

SAFEGUARDING OFFICER ROLE DESCRIPTION



- Recognising and responding to abuse learning.nspcc.org.uk/child-abuse-and-neglect/recognising-and-responding-to-abuse
- Safeguarding and child protection learning.nspcc.org.uk/safeguarding-child-protection