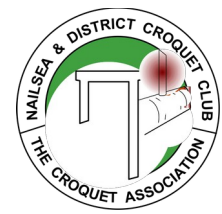




Safeguarding Policy Nailsea and District Croquet Club April 2023



This policy concerns matters relating to Child Safeguarding and Adults at Risk.

Our practices and procedures will follow those as set out by the Croquet Association.

www.croquet.org.uk/?p=ca/schemes/safeguarding
<https://www.croquet.org.uk/?p=ca/schemes/safeguarding>

The NDCC Committee will ensure:

1. A Local Safeguarding Officer (LSO) is appointed and their details registered with the CA
2. All members of NDCC are informed on joining, and annually thereafter, of their responsibilities as set out by the CA.
3. Those whose responsibilities will, or may, include Safeguarding responsibilities are aware of these and liaise with the LSO to ensure they are undertaken properly. These include:
 - a. Membership Secretary
 - b. Those with access to personal data
 - c. Coaches
 - d. Team Captains
 - e. Tournament and event organizers
4. Our adoption and implementation of this policy, and LSO contact details are available:
 - a. On our website
 - b. Clearly displayed posters on our premises
5. Implementation of this policy is monitored at each committee meeting and an annual report is presented to AGM.
6. This policy is reviewed at least every three years

This policy was adopted by the NDCC Committee on April 22 nd 2023
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It will be reviewed February 2026

Our Local Safeguarding Officer is: Linda Shaw lindawithani@hotmail.com 077 857 861 47
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The CA Safeguarding Officer is: Dr Ron Carter dr.roncarter@gmail.com 079 732 393 19
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Safeguarding Responsibilities
Nailsea Croquet Club
Summary of responsibilities checklist April 2023

All members

Understand and undertake their responsibilities as described:

www.croquet.org.uk/?p=ca/schemes/safeguarding
<https://www.croquet.org.uk/?p=ca/schemes/safeguarding>

Local Safeguarding Officer

- Understand and undertake the responsibilities as set out by the CA
- Report to all Committee meetings and AGM
- Inform the NDCC committee when they are no longer able to continue in this role, giving as much notice as possible.

Committee

- Understand and undertake their responsibilities described as set out by the CA
- Ensure LSO submits a report to each Committee meeting and AGM
- Ensure the LSO is informed about who is undertaking any of the roles listed below
- Ensure Child Safeguarding policy is reviewed at least every 3 years

Membership Secretary

- Ensure information about Safeguarding is included in the beginners' enrolment, membership application and renewal forms
- Remind people about confidentiality of info in contacts list each time it is circulated
- Liaise with the LSO to ensure the parents / guardians of under 18 members are provided with the necessary information and consents

Coaches

- Understand and undertake their responsibilities as set out in the CA policy with particular regard to the role of Responsible Adult

Team Captains

- Understand and undertake their responsibilities as set out in the CA policy particularly with regard to the role of Responsible Adult
- Understand and comply with SWF League Play rules <https://www.swfcroquet.org.uk/>

Tournament organizers

- Understand and undertake their responsibilities as set out in the CA policy

Organizers of social and other events

- Understand and undertake their responsibilities as set out in the CA policy

Publicity

- Anyone creating any publicity must check with the LSO to ensure the necessary consents have been obtained

Safeguarding Officers

- **Nailsea:** Linda Shaw lindawithani@hotmail.com
- **South West Federation:** Andru Blewett andru@bluboy.uk
- **Croquet Association:** vacancy