



Colony Park Football Club

PLAYER PROTECTION POLICY

Background

At the **Colony Park FC AGM 2005/06**, the club adopted the Scottish Youth Football Association (SYFA) Player Protection Policy. The policy can be read in full or downloaded from www.scottishyouthfa.co.uk. There is a direct link from the club website www.colonypark.org.uk Copies can be obtained from the Player Protection Officer.

Below are some of the main principles and action for Colony Park Football Club, its officials including committee members, football managers, coaches and volunteer helpers.

All players have:

The right to a safe environment.

The right to protection against harm or the risk of harm.

The right to protection against physical abuse.

The right to protection against verbal abuse.

The right to protection against emotional abuse.

The right to protection against sexual abuse.

The right to protection against bullying.

The right to protection against neglect.

The right to express opinions and to have those opinions considered in all matters that concern their well being.

The right that all actions concerning the child should be in his/her best interests.

The right to have all suspicions and allegations taken seriously and actioned as appropriate.

1. GOOD PRACTICE/CODE OF CONDUCT FOR NORMAL ACTIVITIES

1A BEHAVIOUR THAT IS CONSIDERED TO BE GOOD PRACTICE

Colony Park FC will take all reasonable steps, where possible, to protect all players and officials from harm or the risk of harm during all activities

Will always act in the best interests of all players and club officials. In emergency situations take note of all risks before making decisions.

Will always treat all players and officials with respect and dignity irrespective of their age, race, religious belief, gender, sexual orientation, disability or social background.

Will always make sure that any allegations or suspicions are recorded and acted upon

Will always report all incidents of abuse or concerns to the relevant protection officer and submit a written record of said incidents or concerns

Will always strive to have a minimum of two club officials in attendance during all club activities

Will always have a trained first aider/physiotherapist with a fully stocked first aid kit on hand during all club activities

Managers and coaches will always wait until all players have left the changing room before officials shower and change.

Managers and coaches will always be punctual for all football activities

Managers and coaches will always take notice of player's reactions to your tone of voice and manner. If giving criticism do so in a positive and constructive manner.

Managers and coaches will always be open and honest with players and parents.

Colony Park FC will always encourage full participation in all activities whilst at the same time acknowledging the limitations that may prevent this because of a player's special needs.

1B. BEHAVIOUR THAT SHOULD BE AVOIDED

Managers and coaches will avoid spending too much unnecessary time alone with a player

Managers and coaches will avoid using or allowing players to use inappropriate language or behaviour

Colony Park FC will avoid sexually suggestive comments being made by players or officials even as a joke

Will avoid players and officials engaging in rough, physical or sexually provocative games including horseplay

Managers and coaches will avoid doing things of a personal nature for a player, which the player can do for himself or herself such as going to the toilet or changing clothes. If assisting a player in the toilet, the official must never enter the toilet cubical. Seek the consent of parents and players where physical assistance is absolutely necessary.

Officials, Managers and coaches will avoid being present whilst players are showering and changing unless it is necessary in the interests of health and safety or the players are particularly young or vulnerable. In these circumstances it would be best practice to have at least two officials present and, if appropriate, to leave the door open. Officials must always wait until all players have left the changing room before showering and changing.

Officials, Managers and coaches will avoid meeting with players away from organised club activities without a parent or other club official being involved

Officials, Managers and coaches will avoid making arrangements to meet a player in their home without the player's parent or guardian being present

Officials, Managers and coaches will avoid a player traveling alone with a club official irrespective of the length or duration of the journey. If possible make sure your pick up or drop off points are with at least two players. If a single player has to be transported the Colony Park FC will seek the consent of the players parent or guardian. The Consent Form must be completed should these circumstances arise. If under exceptional circumstances a single player has to be transported, make sure the official involved advises another club official or reports the matter to the Player Protection Officer

Managers and coaches will avoid players being unsupervised during club activities

Colony Park FC will avoid officials taking any club activities on his/her own

Colony Park FC will avoid Officials placing themselves in vulnerable situations

1C. BEHAVIOR THAT WILL NEVER BE SANCTIONED BY COLONY PARK FC

Harming a player or putting a player at risk of harm

Sexually abusing a player

Physically assaulting a player or official

Supplying banned substances to players or officials

Extortion and bullying

Harassment and intimidation e.g. racial harassment. Allowing players or officials to refer to another club member's religion, gender, disability or sexuality in a derogatory manner

Officials, Managers and coaches showering or changing with players. Always wait until all players have left the changing room

Allowing players to touch officials or other players in an intrusive or sexual manner. Any such incidents must be reported to another club official and the player involved informed that this behaviour is unacceptable

Allowing allegations made by a player to go unreported. If there is an attempt to cover up you may be implicated by your silence.

Allowing players or officials to be under the influence of alcohol or any banned substances during football activities.

2. GOOD PRACTICE/CODE OF CONDUCT FOR CLUB OUTINGS

2A. BEHAVIOUR THAT IS CONSIDERED TO BE GOOD PRACTICE

Colony Park FC will implement all points listed at 1A above and will

Make sure all outings are planned with health and safety of uppermost importance

Inform all parents timeously in writing of the times of departure, pick up points, time of return, drop off points and emergency telephone contact numbers

Make sure all players and parents timeously complete and return a consent form

Make sure all outings are properly supervised e.g. a ratio of one official to six players with a minimum of three officials in attendance

Make sure all outings are properly supervised e.g. if the group consists of male and female players they must be accompanied by both male and female officials

3. GOOD PRACTICE/CODE OF CONDUCT FOR OVERNIGHT STAYS

3A. BEHAVIOUR THAT IS CONSIDERED TO BE GOOD PRACTICE

Colony Park FC will implement all points listed at 1A and 4B above and will

Make sure all overnight stays are planned with health and safety of uppermost importance

Inform all parents timeously in writing of the date and time of departure, pick up points, date and time of return, drop off points and emergency contact details

Make sure all players and parents timeously complete and return a consent form

Make sure all overnight stays are properly supervised e.g. a ratio of one official to six players with a minimum of three officials in attendance

Make all players aware of the availability of telephones to contact home

3B. BEHAVIOUR THAT SHOULD BE AVOIDED

Players visiting any adult's room unless under emergency circumstances. In such circumstances the room door should be left open if it is appropriate to do so

Allowing officials to check players' rooms unaccompanied. A minimum of 2 officials is required

Allowing officials to enter a player's room unless in the interests of health and safety or in an emergency. In such circumstances the room door should be left open if it is appropriate to do so

3C. BEHAVIOR THAT WILL NEVER BE SANCTIONED

An official sharing a room with a child unless he is the parent or guardian of the child.

Allowing officials to supervise or have any responsibility for players while under the influence of alcohol or any banned substances

4. RESPONSIBILITIES AND ROLES

To ensure the safety of all players, all concerned must function as a unit with defined roles

4A THE ROLE OF THE PARENT/GUARDIAN

All parent(s)/guardian(s) should take measures to protect their children from risk of harm

All parent(s)/guardian(s) should all necessary measures to ensure that they are satisfied with Colony Park FC and its officials, managers, coaches and volunteers.

All parent(s)/guardian(s) must sign the appropriate SYFA/SFA registration form

All parent(s)/guardian(s) must make arrangements to ensure that their children are transported safely to and from matches. This is the parent(s)/guardian(s) responsibility.

All parent(s)/guardian(s) should be aware who the Player Protection Officers is and their contact details.

Only parent(s)/guardian(s) who are officials of Colony Park FC and have regular and/or unsupervised contact with players will be Disclosure Scotland checked.

4B. THE ROLE OF THE COLONY PARK FC OFFICIAL IS AS FOLLOWS:

To take all reasonable steps, where possible, to protect all players and officials from harm or the risk of harm during all activities

All officials e.g. managers, coaches, first aiders, physiotherapists, that have regular and/or unsupervised contact with children must complete a Disclosure Scotland Disclosure Application Form, submit it to the relevant SYFA Protection Officer or additional league signatory who will on approval send it directly to the National Secretary.

All officials who do not submit a fully completed SYFA Self-Disclosure Form will be debarred from membership. All officials who submit a SYFA Self-Disclosure Form and provide false information and/or omit information will be debarred from membership.

An official in membership of the association who is charged with any criminal offence by the Procurator Fiscal must immediately report this charge to the Colony Park FC secretary/player protection officer and the National Secretary in writing. Any official who does not report a charge will have their membership of the association immediately terminated.

All officials must be fully conversant with Colony Park FC Protection Policies and the SYFA Protection Policies.

All officials must be fully conversant with the club's Constitution and Rules and the SYFA Constitution and Rules.

All officials of Colony Park FC must protect all players from all forms of abuse.

All officials have a duty to report any allegations or concerns about other adults/officials.

All officials must display high standards in respect of behaviour and appearance. They should project an image of health, cleanliness and efficiency in respect of the function for which they have responsibility.

All officials must observe the SYFA registration procedures in respect of age group and maturity of their players.

All officials must promote the FIFA initiative on fair play.

All Managers and Coaches will attempt to have coaching qualifications appropriate to the ability of players they are coaching subject to the Constitution of the SYFA.

4C. THE ROLE OF THE COLONY PARK FC IS AS FOLLOWS:

Colony Park FC must take all reasonable steps, where possible, to protect all players and officials from harm or the risk of harm during all activities

Colony Park FC being members of the SYFA must complete the official membership application form signing the declaration to enable all club officials to be Disclosure Scotland checked. The names, addresses and dates of birth of all club officials shall be submitted by the club when seeking membership and upon annual renewal. All Colony Park FC officials will be subject to Disclosure Scotland checking procedures and must adhere to the terms of the Scottish Youth FA Player Protection Policy. Any official who does not agree to be Disclosure Scotland checked or is deemed unsuitable by the SYFA Player Protection Panel will not be eligible for membership of the club or the SYFA.

All appointments, changes or resignation of club officials must be immediately notified to the National Secretary in writing.

A Colony Park FC official in membership of the association who is charged with any criminal offence by the Procurator Fiscal must immediately report this charge to their club secretary and the National Secretary in writing. A club official who does not report a charge will have their membership of the association immediately terminated.

Colony Park FC will appoint a Player Protection Officer for protection issues. All club members, players and player's parents to be advised of the official responsible for Protection within the club plus his/her contact details.

Colony Park FC will include or refer to the SYFA Player Protection Policy within their Constitution.

Colony Park FC will ensure that they carry out relevant checks on ALL club officials before they are offered membership of the club e.g. identification - they are who they say they are.

Colony Park FC will ensure ALL club officials complete a Disclosure Scotland Disclosure Application Form plus a SYFA Self-Declaration Form, submit them to the relevant SYFA Protection Officer who will on approval send them directly to the National Secretary complete with any Disclosure Application fee.

Colony Park FC must make sure all of its officials are fully conversant with their club's Protection Policies and the SYFA Player Protection Policy.

Colony Park FC must make sure all of its officials are fully conversant with their club's Constitution and Rules and the SYFA Constitution and Rules.

Colony Park FC must protect all players and officials from all forms of abuse.

All officials of Colony Park FC must report concerns in respect of any suspected abuse.

Colony Park FC is committed to eradicating bad practice.

Colony Park FC will implement all proposals or amendments in respect of player protection policies.

In cases of reported abuse it is essential to maintain total confidentiality. Information will only be shared on a need to know basis i.e. with people who need to know to ensure the child's health, welfare and development.

All persons involved in grassroots football have responsibilities to report any suspected or alleged cases of abuse to the relevant Protection Officer. It is not the official's responsibility to decide whether or not a player has been abused. Allegations of abuse will be passed to the appropriate authorities.

Ian Hird

Trevor Hart

Chairman

Player Protection Officer

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