



GBS SnowSafe

Safeguarding Policy

August 2017

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(Registered Charity 216401)

GBS acknowledges with thanks Snowsport England for sharing with us their Child Protection Policy and Safeguarding In British Snowsport (SIBS) formerly BSCWG for their support

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SECTION 1

Safeguarding Children Policy

1.1 Introduction

Everyone who participates in the activities of GB Snowsport (GBS) is entitled to do so in an enjoyable and safe environment. GBS has a moral and legal obligation to ensure that, when given responsibility for children (anyone under the age of 18), all those working or volunteering on behalf of the organisation provide children with the highest possible standard of care.

GBS is committed to devising and implementing policies so everyone within our organisation accepts their responsibilities to safeguard children from harm and abuse. This means following procedures to safeguard them and reporting any concerns about their welfare appropriately.

The aim of the policy is to promote good practice, provide children and young people with appropriate safety and protection whilst involved in the activities of GBS, and to allow staff and volunteers to make informed and confident responses to specific safeguarding and child protection issues.

1.2 GB Snowsport – our Role in Snowsport

GB Snowsport (GBS), formerly known as British Ski and Snowboard, is the National Governing Body for Skiing and Snowboarding in the United Kingdom. It is recognised by the International Ski Federation (FIS) and by the British Olympic Association (BOA). We manage the elite British teams and the development pathway for those elite teams. We provide development programs in four FIS disciplines; Alpine, Cross Country, Freestyle and Snowboarding. We also licence competitors in Telemark, Speed Skiing and Ski Jumping.

We work closely with Clubs, Academies and Home Nations to provide opportunities for aspiring international athletes. We have between 300 and 400 athletes registered with us competing in international events.

1.3 Who the Policy Applies To

Everyone working or volunteering for GBS is required to adopt our policy. Everyone who comes into contact with U18s has a role to play in safeguarding our athletes. Children are best protected when all staff are clear about what is required of them individually, and how they need to work together to safeguard athletes.

This policy is specifically for our staff and volunteers, working on GBS programmes. If you are a member of an affiliated club or academy, the Child Protection Policies of the Home Nations NGBs will be more appropriate for your organisation to adapt and implement.

A child is defined as a person under the age of 18 (Children Act 1989). We have a moral and legal duty to safeguard all children in our care.

We use the words “children” and “athletes” within our policy. This is deliberate and to ensure all concerned realise all our athletes are children until they reach the age of 18.

This policy is written in the context of the following relevant legislation:

- Children Act 1989 and 2004
- Data Protection Act 1998
- Equality Act 2010
- Human Rights Act 1998
- Protection of Children Act 1999
- Protection of Freedoms Act 2012 – Part 5 Safeguarding of Vulnerable Groups
- Safeguarding Vulnerable Groups Act 2006
- Sexual Offences Act 2003
- Sexual Offenders Act 1997
- UN Convention for the Rights of a Child (1989)
- Working Together to Safeguard Children 2015 (Government Guidance)

1.4 Safeguarding and the Duty of Care

GBS fully acknowledges our duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice. GBS will:

Appoint a Lead Welfare Officer

- Provide support and guidance for all staff and Disciplines
- Ensure all cases of poor practice that may be abuse and any allegations of abuse are dealt with confidentially and properly and where appropriate, referred to other agencies
- Convene a Disciplinary Panel when necessary
- Deal with all allegations and make decisions within agreed timescales according to our Disciplinary Policy
- Keep a list of all suspended, disciplined and disqualified persons and refer people disqualified to the Disclosure and Barring Service (where appropriate) and other relevant government agencies.

1.5 The Role of the Lead Welfare Officer

The Lead Welfare Officer will:

- Take the lead role in the development and establishment of the organisation's approach to safeguarding children and young people
- Take the lead role in the production and updating of the Child Safeguarding Policy
- Take the lead role in maintaining and reviewing the organisation's child safeguarding Implementation Plan
- Co-ordinate the dissemination of the Child Safeguarding Policy, procedures and resources throughout the organisation

- Offer support and help on safeguarding matters to all GBS staff and volunteers, and the Disciplines we work with
- Arrange safeguarding inductions for staff working directly with children
- Manage cases of poor practice
- Manage the referrals to Children's Social Care Services, the Police and in England, the Local Authority Designated Officer (LADO)
- Manage the referrals to the DBS, where applicable
- Be the central point of contact for internal and external individuals/agencies
- Represent the organisation at external meetings related to child protection or safeguarding
- Advise on the organisation's child safeguarding training needs and development of its training strategy
- Keep records of concerns, investigations and referrals
- Maintain confidentiality regarding cases

The CEO is responsible for ensuring that the Standards for Safeguarding and Protecting Children in Sport are maintained and embedded.

1.6 Policy Statement

GBS fully accepts its legal (Children Act 1989 and 2004) and moral obligations to provide a duty of care to protect all children. GBS is committed to ensuring that:

- the welfare of the child is paramount
- all children, whatever their age, ability or disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, socioeconomic status, sex or sexual orientation, have the right to participate in snowsport in a fun and safe environment and have the right to protection from abuse
- all reasonable steps are taken to protect children from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings
- all concerns and allegations of poor practice or abuse are taken seriously and responded to swiftly and appropriately
- all GBS employees and volunteers who work with children are recruited with regard to their suitability for that responsibility, and are provided with guidance and/or training in good practice and child safeguarding and protection procedures
- working in partnership with parents and children is essential for the protection of children
- all those in a position of responsibility throughout the organisation recognise it is not their responsibility to determine if abuse has occurred, but it is their responsibility to report and act on any concerns they have.

GBS acknowledges that some children, including talented athletes, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their well-being.

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The practices and procedures within this policy are based on principles contained within UK and International legislation and Government guidance.

GB Snowsport is a UK wide Governing Body of Sport covering England, Northern Ireland, Scotland and Wales. Our GBS policy is based on the English guidance and legislation but, in the light of the common principles and similar approaches taken by all home nations, the procedures in this document are fully applicable to everyone working or volunteering for GBS.

GBS's Child Safeguarding Policy is reviewed at least every 3 years or whenever there is a major change in the organisation or in relevant legislation. The Policy was first published in November 2007, updated in February 2010, May 2013, June 2015 and August 2017.

Policies, legislation, structures and procedures are, of course of immense importance but they serve only as the means of securing better life opportunities for each young person. It is the robust and consistent implementation of these procedures, which keeps children and young people safe.

Protection of Children in England: A progress Report (2009) Lord Laming, Crown Copyright

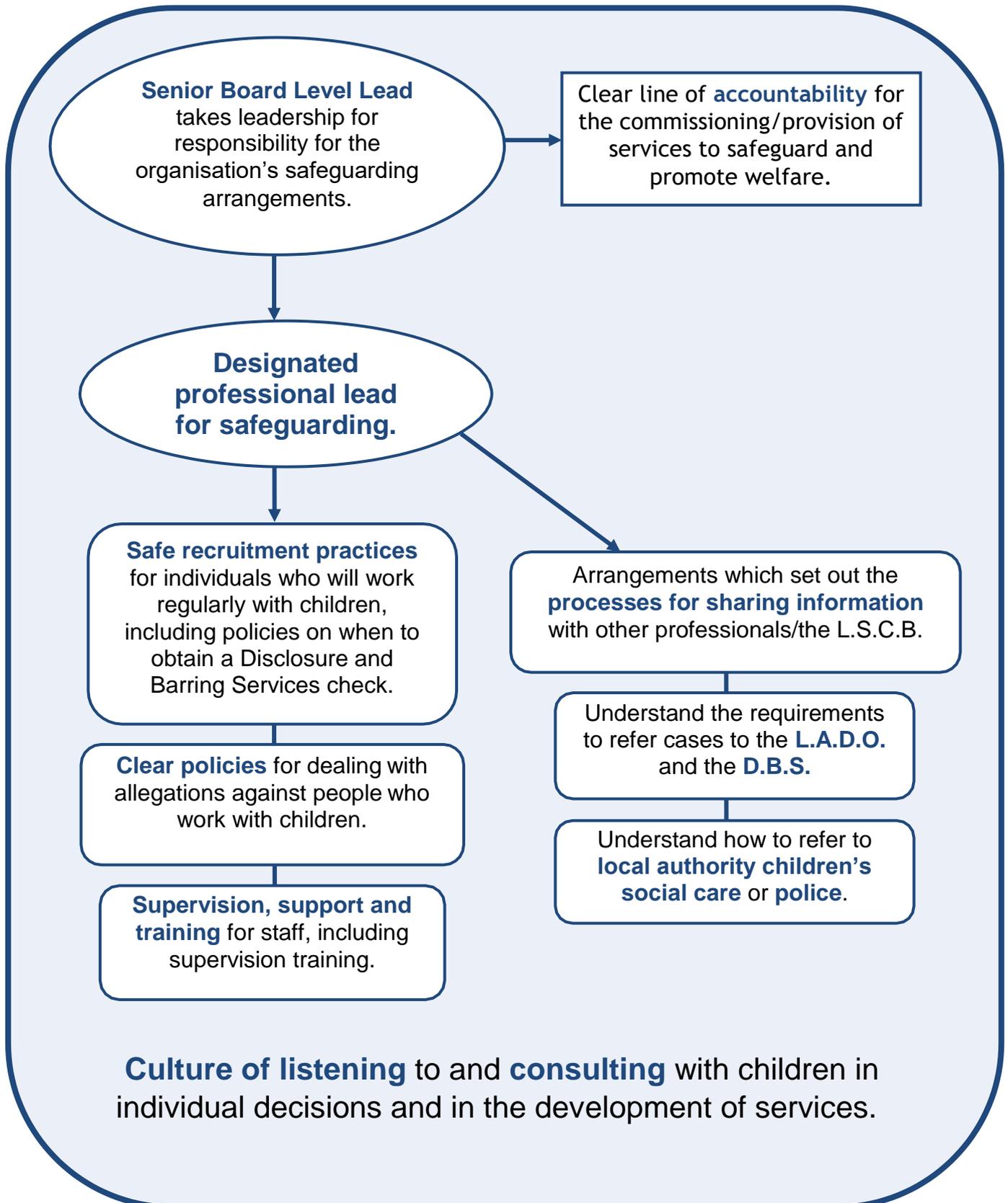
1.7 Complaints and Grievances

GBS expects most minor complaints and grievances to be dealt with and resolved informally by discussion between the aggrieved and their line manager. Where an athlete or their parent is the aggrieved party, the discussion will usually take place with their coach, Team Manager or Discipline Chairman. Where this is not appropriate or possible, the CEO may be contacted. See GBS Grievance Policy and Procedure on our [website](#).

Where the complaint is about a safeguarding or child protection issue, the Lead Welfare Officer of GBS should be contacted (see Section 4 below).

1.8 Working Together to Safeguard Children 2015

This inter-agency guide aims to help organisations including sports organisations ensure all staff are aware of their responsibilities for safeguarding and promoting the welfare of children. This includes knowing how to make a referral to local authority children's social care or the police if necessary.



SECTION 2

Promoting Best Practice

2.1 Guidance for Coaches and others Working with Children

Coaches have a vital role to play in safeguarding children in snowsport. Good coaching is about providing an enjoyable and safe environment in which children can enjoy the sport and achieve their potential.

It is not always easy to distinguish poor practice from abuse. It is therefore NOT the responsibility of employees or participants in snowsport to make judgements about whether or not abuse is taking place. It is however their responsibility to identify poor practice and possible abuse, and to act if they have concerns about the welfare of the child. This relates to concerns within snowsport, and outside snowsport. See Section 4.2 for details on responding to concerns.

This section will help identify what is meant by good practice and poor practice.

2.2 Promoting Good Practice

Child abuse and harassment can take place in many situations, from the home and school to a snowsport environment. Snowsport coaches have regular contact with children and should adopt the highest standards of practice and be responsible for identifying those in need of protection.

Anyone working with children for GBS is in a position of trust. If a child decides to talk to you about abuse, or you have concerns about them you need to know what to do. You also need to understand your duty of care towards children in snowsport, the current guidance on good practice and the need to act responsibly when you are around children. This will not only protect the children you are responsible for, but reduce the potential for misunderstandings and inappropriate allegations being made.

- Always work in an open environment (e.g. avoiding private or unobserved situations and encourage open communication with no secrets)
- Make the experience of snowsport fun and enjoyable: promote fairness, confront and deal with bullying
- Treat all children equally and with respect and dignity
- Do not swear in front of children and do not allow swearing to go unchallenged
- Be an excellent role model; this includes not smoking or drinking alcohol whilst in the company of children under your care
- Always put the welfare of the child first, before winning, the child's welfare being paramount
- Be acutely aware of the power that a coach, volunteer or official develops with participants in snowsport and avoid any inappropriate or intimate interaction (sexual or otherwise)
- Avoid unnecessary physical contact with children. Where any form of manual/physical support is required it should be provided openly and with the consent of the child. Physical contact can be appropriate so long as it is neither intrusive nor disturbing and the child's consent has been given

- Written parental consent must always be provided for any travel arrangements made by GBS e.g. overnight stays, training and race camps abroad
- If boys are taken away, they should be accompanied by a male member of staff
- If girls are taken away, they should be accompanied by a female member of staff
- Ensure that at away events an unaccompanied adult does not enter a child's room except in an emergency, (e.g. the child is very unwell) and never invites a child to their room
- Do not engage in a sexual relationship with anyone under the age of 18 in your care or anyone over that age whom you are in a position of trust over
- Always give enthusiastic and constructive feedback rather than negative criticism
- Keep up to date with technical skills relative to your coaching, qualifications and insurance
- Recognise the developmental needs and capacity of the athlete and do not risk sacrificing welfare in a desire for personal achievements. This means avoiding excessive training or competition and not pushing athletes against their will
- Secure written parental consent for the organisation to act in *loco parentis*, and for the administration of emergency first aid or other medical treatment if the need arises
- Promote good sportsmanship, encouraging athletes to be considerate of other athletes, officials and volunteers and by being modest in victory and gracious in defeat
- Keep a written record of any injury that occurs on an [Accident Report](#) Form, along with details of any treatment given. Where necessary complete the [FIS Injury Report](#) form.
- Help GBS to work towards eradicating harassment and abuse of children in snowsport
- Abide by the GBS [Officials, Coaches and Staff Code of Conduct](#)

2.3 Examples of Poor Practice – you must never:

- Unnecessarily spend excessive amounts of time alone with children away from others
- At an away event, go alone into a child's room without another adult in a position of responsibility
- Share a room with a child
- Engage in rough, physical or sexually provocative games, including horseplay
- Allow or engage in inappropriate touching of any form
- Allow children to use inappropriate language unchallenged
- Make sexually suggestive comments to a child, even in fun
- Reduce a child to tears as a form of control
- Take part in, or tolerate, behaviour that frightens, embarrasses or demoralises a child or affects their self esteem
- Allow allegations made by a child to go unchallenged, unrecorded or not acted upon
- Shower with a child
- Do things of a personal nature that the child can do for themselves

- Take a child alone in a car with you (unless it is an emergency)

Any of these situations can leave you open to allegations and many of these actions would be difficult to defend.

The above statements are examples of good and poor practice. It is recognised that due to the nature of GBS camps occasionally it is impractical or impossible to avoid certain situations. This should only ever be done after consultation with the head coach, or Chair of your Discipline and a risk assessment should be carried out. In addition the task should only be carried out with the full understanding and consent of the parent/carer and the athlete involved. For example sometimes travel arrangements are such that a staff member has to collect a lone athlete from an airport. Provided this cannot be avoided, the Head coach/Discipline chair is aware of it, and reasons for the need for this are provided, it may be acceptable. However it is important, where possible, to mitigate the risk – e.g. ensure a different member of staff picks up the athlete on the next occasion.

If during your care you accidentally hurt a child, a child seems distressed in any manner, acts in a sexually inappropriate manner, misunderstands or misinterprets something you have done, you should immediately report any such incidents as soon as possible to another colleague and make a written record of it on an [Incident Report Form](#). The Lead Welfare Officer must be informed as soon as possible. Parents should also be informed where appropriate. Never attempt to cover something up “in the best interests of the child”; you may leave yourself unable to defend an allegation if you have not passed on your concern.

2.4 Guidance on physical contact

Physical contact can be used appropriately to instruct, encourage, protect or comfort. The aim of guidelines relating to physical contact is to provide adults and children with appropriate types and contexts for touching and an understanding of what physical contact should reasonably be expected within the sport and the purpose of this.

The following guidance is intended to safeguard children whilst they are in your care in a snowsport environment. Regardless of how many children are present, there should always be a minimum of two coaches or appropriately qualified and vetted personnel present. This ensures at least basic cover in the event of something impacting on the availability of one of the adults (e.g. in the event of an accident). It will also help to protect coaches and other responsible adults from allegations that may be a result of a misunderstanding, when working with children.

By its nature, coaching may require some physical contact between coach and athlete. In this context the term “coach” includes anyone engaged in the assistance, guidance or supervision of children in a snowsport situation – **provided they have had the recommended training to do so**. This is accepted as reasonable practice. Following principles of good practice will help to ensure problems and difficulties do not arise.

At all times staff should be aware not all children are used to, or comfortable with any type of touching, be it friendly or otherwise. In many cultures girls in particular are uncomfortable about any kind of touching by a stranger. There may be children on the Child Protection Register or who have previously been, or children who are currently being abused at home.

Physical contact between adults and children should only be used by appropriately qualified people when the aim is to:

- Develop sports skills or techniques
- Treat an injury
- Prevent an injury or accident occurring
- Meet the requirements of the particular sport, e.g. sports massage
- Give appropriate comfort to a child
- Celebrating a success with them (Hi-5's in preference to hugs)

Physical contact should:

- Not involve touching genital areas, buttocks or breasts
- Meet the needs of the child and not the needs of the adult
- Be carried out by those appropriately qualified to do so
- Be fully explained to the child and, with the exception of an emergency, permission should be sought
- Not take place in secret or out of sight of others

You may be able to avoid the need for physical contact by asking another athlete to demonstrate a move or position. If there is no alternative ask permission and ensure that touching is done in an appropriate manner. Never use any physical contact in an isolated environment – always be in public view.

Repeated physical contact and in particular with the same child, is inappropriate and may be misconstrued by both the athlete and observers. Coaches should always consider appropriateness, potential carelessness, unnecessary repetition and context. Think it through and if in doubt – don't.

For more information see:

- The Child Protection in Sport Unit (CPSU) provides further [guidance on physical contact](#)
- Dr Melanie Lang of Edge Hill University has produced a [video presentation](#) for Sports Coach UK on challenging coach anxiety of adult-child touch in sport.
- The Safeguarding in British Snowsport working group (SIBS) has produced guidance on physical contact

2.5 First Aid

On the mountain, the initial appraisal of an injured athlete will usually be by one of the coaches training the athletes. It is very important therefore that GBS coaches are up to date with their first aid training at the appropriate level. Where necessary, piste patrol should be contacted to arrange removal of the casualty from the mountain. The coach, or another member of the team, should arrange to meet the pisteurs and sled at the bottom of the mountain to accompany the casualty to first aid, or hospital. There should always be at least 2 coaches training athletes, and the other coach would be able to supervise the rest of the athletes on the mountain.

In a snowsport setting on the mountain it is recognised it is not always possible to follow the general guidance below on good practice – but where possible:

- Two first-aiders should treat casualties or a first aider accompanied by another adult of the same gender as the casualty.
- Never take the casualty alone into a room or close the door behind you. Always leave the door open, or

attend to them in an open environment. Sometimes a little privacy for the casualty may be required, for example where they need to remove clothing, and unless it is an emergency, there should always be two adults present.

- If they need taking to hospital, a staff member should accompany the athlete to hospital, or follow in their vehicle to enable them to bring the athlete back after treatment. Ideally this would be 2 members of staff, to avoid the athlete travelling back with one staff member.
- It is important at the first opportunity to fill in an [Accident Report Form](#) no matter how trivial the accident may seem. Parents should always be informed of injuries as soon as is reasonably possible. They need to sign the Accident form, or where this is impractical, ask them to e mail you to say they have been informed. Ensure you keep a copy of the signed Accident Report form and forward this and the parent's e mail (where applicable), to GBS office. GBS office will keep the form in line with HSE requirements (currently a minimum of 7 years).

For more information on managing children at high altitude, see section 6.4 by Dr Jenny Shute "Children at High Altitude – Managing the Risks".

2.6 The Role of the Camp Welfare Officer

On all GBS camps where Under 18s are present, a Camp Welfare Officer (CWO) will be appointed. This role will often be carried out by the Team Manager or a Coach. Many of the athletes will already be training with Academies and Clubs abroad. It is important our staff welcome them to the GBS camp and go through an induction process with them, outlining the do's and don'ts – which may be different from those they are used to elsewhere, making sure they know their rights to be safe from abuse and who to contact if they have a problem. Remember, if they are under 18 they are still a child in terms of the law and our duty of care, but also emotionally; although many of them appear confident and self-assured, do not forget they are still children.

See our website for the current GBS U18 [Camp Welfare Officer](#) Guide.

The Camp Welfare Officer will be responsible for the care and welfare of athletes when they are not being supervised by their Coach (i.e. when not training, racing or competing). Working in loco parentis they will be aware of the travel arrangements, medical conditions, travel insurance, photo/video restrictions for all athletes and emergency contact details for their parents. They will also make sure all athletes know they can talk to them if they have any worries or concerns or the GBS Lead Welfare Officer.

2.7 Safeguarding Camp Evaluation for Camps

In order to ensure our camps are as productive as possible, and athletes are supported, safeguarded and happy, we need to evaluate the camps. The Camp Welfare Officer will deliver an induction to all U18s on camps. At the end of the season, an evaluation will be carried out by GBS and changes made where appropriate, informed by the responses of athletes, parents and staff. Athletes, parents and staff should feel free to provide feedback at any time, not just when GBS asks for it. If you have any comments you would like to make, at any time, contact [GBS](#) or the [Lead Welfare Officer](#).

SECTION 3

Child Abuse

3.1 Defining Child Abuse

What Is Child Abuse?

All those involved in snowsport have a responsibility to be able to recognise and respond to signs of child abuse.

Remember, it is not your responsibility to determine if abuse has occurred, but it is your responsibility to report and act on any concerns you have.

Any person may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in the family, in an institution, or in a community setting, e.g. snowsport. Abusers are usually known to the child and can be adults or other children. If untreated, the effects of abuse can be extremely damaging and have a lifelong impact on the child. Abused children may feel useless or worthless, go on to become abusers in the future, find it difficult to have a meaningful and trusting relationship, or turn to drugs, prostitution or attempt suicide. It is estimated that 1 in 6 children suffer abuse.

The types of abuse below refer to all settings and are not limited to the snowsport setting.

3.2 Types of Child Abuse

Physical Child Abuse

This may involve:

- Hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, biting, or other physical harm of a child.

In snowsport physical abuse may occur where the level and intensity of training or competition exceeds the capacity of the child's immature and growing body, or where drugs are used to enhance a child's performance.

Emotional child abuse

This is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may include:

- Constant belittling, shaming or humiliation of a child
- Telling a child he is worthless, no good, bad or useless
- Constantly ignoring a child
- Not giving the child any signs of affection or physical contact (in the home setting)
- Exposing the child to violence or abuse by others
- Not allowing a child to express their views, or making fun of them when they do, or letting others make fun of them
- Imposing unrealistic expectations on them relative to their age or ability or preventing them from participating in normal social or age appropriate activities
- Seeing or hearing the ill-treatment of another and doing nothing about it
- Serious bullying or cyber bullying

There is a degree of emotional abuse involved in all types of child abuse, though it can occur alone.

In snowsport, emotional abuse may occur if children are subjected to constant criticism or name calling, sarcasm, bullying, sexism, homophobia or racism. Coaches or other team members may be putting unrealistic pressure on them to consistently perform to high expectations.

Neglect

This is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in serious impairment of the child's health or development. It may involve:

- Failure to provide adequate food, clothing or shelter
- Failure to protect a child from physical or emotional harm or danger
- Failure to adequately supervise children
- Failure to provide the child with adequate medical care or treatment

Within snowsport neglect could occur if children are subjected to undue cold, or not recognising the need for a child to have a rest. It could include subjecting them to unnecessary risk of injury either through pushing the athlete too hard or beyond their capability.

Sexual abuse

This involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. It may involve:

- Rape or oral sex
- Masturbation, kissing, rubbing and touching outside of the clothing
- Enticing a child to watch sexual activities, look at sexual material or participate in sexual discussions
- Involving the child in the production of sexual images including photos, on line or videos
- Encouraging the child to behave in a sexually inappropriate way
- Grooming a child in preparation for abuse (including via the internet)

It should be noted that some individuals deliberately target sports activities in order to gain access to, and abuse children. Grooming may occur over several years before an individual makes his or her move. There is evidence within sport that some individuals have deliberately ignored governing body codes of practice and used physical contact within a coaching role to mask their inappropriate touching of children.

Men, women, boys and girls can be sexually abused. Men, women and children can be the abusers. The shame of sexual abuse often prevents children from coming forward. Unfounded accusations of sexual abuse are not common; if a child confides in you, take him or her seriously.

Remember, it is not your responsibility to determine if abuse has occurred, but it is your responsibility to report and act on any concerns you have.

Bullying

There is clear evidence that bullying is abusive and will include at least one, if not two, three or all four, of the defined categories of abuse above.

Bullying is deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. A child may actively seek to make sport a difficult or unhappy experience for others. It can take many forms but the main three types are:

- Physical bullying including hitting, kicking or stealing
- Verbal including name calling, homophobic, sexist or racist comments, threats
- Emotional including isolating them from the activities of their peers, or the rest of the group

The competitive nature of snowsport makes it an ideal environment for bullies to operate in. If a child does well, other children are sometimes jealous and may bully the child. If a child does not do well other children may humiliate them or tell them they have let the team down. If repeated over a period of time, this is bullying.

GBS will not tolerate bullies at any level.

You should be prepared to:

- Take the problem seriously
- Report it to the camp welfare officer
- Investigate all incidents
- Talk to bully(ies) and victim(s) separately

Then decide on appropriate action, such as:

- Obtain an apology from the bully(ies) to the victim
- Inform the parents of the bully(ies)
- If appropriate, ensure the return of items 'borrowed' or stolen
- If appropriate, ensure the bully(ies) compensate the victim
- Provide support for the coach of the victim if appropriate
- Invoke disciplinary measures if appropriate by informing GBS

GBS will endeavour to:

- Ensure coaches, volunteers and officials are aware of how to deal with bully(ies)

- Ensure children are aware of what to do if they feel they are being bullied. If the coach is the bully, the Lead Welfare Officer must always be informed.

Cyber bullying

Cyber bullying involves a person or group of people using the internet, mobile phone, online games, or other kind of digital technology to threaten, tease, upset or humiliate someone else. It is a form of bullying, but because it happens online or on mobile phones it can happen 24 hours a day, 7 days a week. A child cannot get away from the bully by going home, or going out, and it can feel as though there is no escape. It can be done anonymously by blocking the sender's details or setting up a fake account. Cyber bullying can also involve a lot of people and the child may feel as though everyone is ganging up on them. There is however always a trail, and children should be asked to keep copies of the emails, abusive texts and messages and seek help.

There are links to websites containing more information about bullying at the end of this document.

Hazing

Hazing refers to any activity expected of someone on joining a group, or maintaining status in a group, that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. We know that hazing exists in schools, universities and in sports environments and need to be aware it could exist within snowsport. Typical hazing activities include sleep deprivation, personal servitude, binge drinking and drinking games, being forced to wear embarrassing attire, carry out dangerous stunts and sexual assault. Hazing will not be tolerated and should be dealt with and reported to the Lead Welfare Officer.

3.3 Abuse of Elite Athletes

Elite athletes are particularly vulnerable to abuse. A number of researchers over the years have highlighted the particular vulnerability of those young people participating at an elite level in sport, and the justifications behind the strenuous training environment these young people may have to experience, without any consideration to the negative impact it may be having on the child's development. Potentially abusive situations can arise when a coach develops training programmes and schedules for attending competitions that are focused on the goals of the sport to achieve success rather than the needs of the child. There have been great strides made in challenging the "no pain no gain" culture within sport, but we must ensure we challenge this where it is detrimental to the welfare of our young athletes. Many elite athletes in sport are afraid of their coach or feel intimidated by them. Due to the culture of sport sometimes an ethos exists which facilitates power, obedience and potentially the rationalisation of abuse which can be more prevalent at the elite level. Reports in other sports of coaches "crossing the line" include social outings, time in hot tubs, hugs, kisses, texts/phone calls and highly personal conversations irrelevant to the athlete's participation in sport. Research confirms previous studies and indicates significantly higher levels of inter personal violence (psychological, physical and sexual) experiences by disabled, LGB, ethnic minority and international level young athletes. Vertommen et al (2015¹).

There is evidence in other sports that adults have used their position of authority to abuse children. For example, the events surrounding the prosecution of Paul Hickson, a former Olympic swimming coach, triggered the NSPCC study "In at the deep end". It looked at 78 cases of alleged child abuse made to the Amateur Swimming Association over a four year period and found that there was a 'significant minority'¹ https://www.researchgate.net/publication/283354947_Interpersonal_violence_against_children_in_sport_in_the_Netherlands_and_Belgium of children and young people suffering sexual, emotional and verbal abuse at the hands of those in respected and powerful positions within the sport', and that in the case of child sexual abuse there can be a process of

grooming by coaches who manipulate the relationship developed over a period of years. The report also suggests that these insights are not specific to swimming and can probably be generalised to other sports.

At the elite level, a young person's commitment is expected and assumed, but in situations where this operates within an established culture of risk, such commitment can be abused physically, sexually or emotionally. We must ensure suitable boundaries are maintained and poor or dangerous practice removed from snowsport.

Most child abuse is by family members or people they know, away from a snowsport environment. However research by Professor Brackenridge on the sexual harassment and abuse of women in sport suggests it is the close personal relationship of trust that develops between athletes and coaches, and the highly competitive nature of relationships between athletes that can leave some athletes vulnerable to abuse. In children where there is an inevitable imbalance of power between coaches and athletes, these effects could be exacerbated. The literature also contains insights into the range of sexually abusive practices that might happen to children in sport, including sexual bullying between athlete and coach and athlete and athlete, sexist jokes and language and the use of sex to control athletes.

The media coverage of abuse in sport in late 2016 evidenced the power coaches and others can have over children desperate to do well and achieve. This 3 minute [video clip](#) with Andy Woodward (footballer sexually abused by his coach) demonstrates this better than we can hope to do in words in this Policy.

It is therefore very important that coaches and all staff are aware of our requirements and adhere to the GBS Child Safeguarding Policy to safeguard all children, and themselves.

More Information:

- CPSU briefing paper [Safeguarding The Elite Young Athlete](#)
- CPSU briefing paper [Preventing Abuse of Positions of Trust in Sport](#)
- Safeguarding Youth Sport Consortium (International Centre Ethics in Sport) [Safeguarding Youth Sport Booklet](#).

3.4 Abuse of Disabled Children

All staff need to be aware of the increased vulnerability of disabled children. Whilst it is accepted in your work with GBS you are very unlikely to be working with children with multiple disabilities, GBS thinks it important to raise awareness for the work you do for GBS and other organisations. Disabled children may be more likely to be abused due to the increased likelihood of isolation, speech and language communication needs, and being viewed as a "safe target" for abusers. Deaf and disabled children are subject, like all children, to all types of abuse. However there are additional risks they may face as a result of their impairment and NSPCC research found they are significantly more likely to experience on line harm, than non-disabled children. Sullivan and Knutson 2000, found that 31% of disabled children had been abused compared to a prevalence of 9% in the non-disabled population.

- (1) Sullivan PM and Knutson JF (2000) Maltreatment and Disabilities: a population based epidemiological study. Child Abuse and Neglect 24 10 1257–1273.

For more information see the [CPSU guidance](#) Safeguarding deaf and disabled children and young people in sport.

3.5 Recognising Signs of Abuse

Recognising child abuse is not easy. Below are some guidelines and common indicators of abuse.

Most children will collect cuts and bruises as part of the rough and tumble of everyday life. Injuries should be interpreted in light of the child's medical and social history, developmental stage and the explanation given. Most accidental injuries occur over bony parts of the body, e.g. elbows, knees, shins, and are usually on the front of the body. With the exception of the physical signs (bruising, bites, scalds etc) you should primarily be concerned with changes in a child's behaviour. Some children may always have difficulty in interacting with other children. Indicators that a child may be being abused include the following:

- Unexplained bruising, marks or injuries on any part of the body
- Multiple bruises, in clusters, often on the upper arm or outside of the thigh
- Cigarette burns
- Human bite marks
- Broken bones
- Scalds with upward splash marks
- Multiple burns with a clearly demarcated edge
- Aggressive behaviour or severe temper outbursts
- Flinching when approached or touched
- Fear of being left with a specific person or group of people
- Reluctance to get changed
- Depression or withdrawn behaviour
- Saying they have secrets they cannot tell anyone
- Sexual knowledge beyond their age or developmental level
- Dirty, smelly or inappropriate clothing for the conditions, or getting clothes torn
- Pain or itching in the genital area or discomfort when walking or sitting down
- Sulking, hair twisting, rocking, fear of making mistakes, sudden speech disorders
- Fears of parents being approached for an explanation
- Developmental delay in terms of emotional progress
- Complaining of being tired all the time

If a child is being bullied or abused within snowsport, in addition to the above, the following may be observed:

- Reluctance to go to training or competitions
- An unexplained drop off in performance
- Behavioural changes

This is not a definitive list but should serve as a guide to assist you. Remember too that many children will exhibit some of these indicators at some time, and the presence of one or two indicators should not be taken as proof that abuse is occurring. There may well be other reasons for changes in behaviour.

Talk to the child, and if in any doubt, pass your concerns on to the Camp Welfare Officer or GBS Lead Welfare Officer.

SECTION 4

Dealing with an Allegation

Follow our clear Flowcharts so you know what to do if you have a concern. **Remember, it is not your responsibility to determine if abuse has occurred, but it is your responsibility to report and act on any concerns you have.** This applies to both allegations or suspicions of abuse occurring within snowsport, and also to allegations or suspicions that abuse is taking place elsewhere, such as in a child's family or the community.

Information should be shared on a strictly need to know basis and other than in order to protect a child, should remain confidential. However the Data Protection Act is not a barrier to sharing information for safeguarding purposes. If in doubt, talk to the Lead Welfare Officer at GBS. Further information can be found in the CPSU briefing document about [information sharing](#). If you receive any media enquiries, refer these straight onto the CEO, the GBS Media Officer or in their absence the Lead Welfare Officer.

Working Together to Safeguard Children (2015) makes it clear fears about sharing information cannot be allowed to stand in the way of the need to promote the welfare and protect the safety of children. To ensure effective safeguarding arrangements:

- all organisations should have arrangements in place which set out clearly the processes and the principles for sharing information between each other, with other professionals and with the Local Safeguarding Children's Board; and
- no professional should assume that someone else will pass on information which they think may be critical to keeping a child safe.

We all have a duty to pass on concerns appropriately. Safeguarding is everyone's responsibility – these procedures apply to all those who work or volunteer in any capacity for GBS.

4.1 How the Concern is Raised

There are a number of reasons why you may become aware of a possible case of abuse and these include:

- Something a child has said
- You may see it happening
- Signs or suspicions of abuse

- An allegation made against a colleague
- An allegation made about a parent/carer or someone not working within the sport
- Response to bullying
- Response to a breach of a code of conduct, or poor practice
- Observation of inappropriate behaviour

You may witness something yourself, or someone might come to you with their concerns. Even where no allegation is made, if you have concerns, they should be passed on.

There are three important steps in taking the appropriate action and they are essential.

- **Step 1 - Responding to the disclosure, suspicion or allegation**
- **Step 2 - Recording the relevant information**
- **Step 3 - Reporting the relevant information**

Throughout, confidentiality must be maintained. Never approach or contact the alleged perpetrator if it is a child protection matter.

4.2 Step 1 – Responding to the disclosure, suspicion or allegation

Anyone responding to a disclosure, suspicion or allegation must:

- Stay calm – so as not to frighten the child. Do not show disgust or disbelief
- Ensure the child is safe and feels safe
- Reassure the child that they are not to blame, and that it is right to tell
- Be honest, do not say you can keep a secret, but say you may need to tell someone else in order for them to be helped
- Listen carefully, showing they are being taken seriously
- Keep questions to a minimum, only if really necessary to clarify what is being said. Avoid asking leading questions. The law is very strict and child abuse cases have been dismissed where it is felt the child has been led or words and ideas have been suggested during questioning
- Keep an open mind, do not make assumptions or judgments
- If the child needs urgent medical help – call an ambulance. Inform doctors of the concern and ensure they are aware it is a Child Welfare issue.
- If you are concerned for the **immediate safety** of the child, call the Police, 999 or 112 from most places within Europe (check for other countries).

NEVER:

- Approach any alleged abuser to discuss the concern
- Make promises to the child you cannot keep
- Rush into actions that may be inappropriate

Remember to maintain confidentiality; only tell others if it will help protect the child.

4.3 Step 2 – Recording the relevant information

Any information passed to GBS, Children's Social Care, the Police, the LADO (if it relates to a person in England employed to work with children) etc must be as helpful and accurate as possible. It is important to write down as much information at the time, or as soon as possible afterwards. The [Incident Report Form](#) should be used if possible. Information recorded must include:

- Details of the child (name, address, gender, date of birth, home telephone number)
- Details of the parent/carer or guardian (name, address, telephone number)
- Whether or not the parents/guardian have been informed
- Details of the person expressing their concern
- Details of the nature of the allegation – what you are told, use the exact words if you can, or observations
- Description of any visible bruising or other injuries
- Details of the person alleged to have caused the incident, injury (name, address, date of birth/approximate age, telephone number – if you are able to get this information without arousing suspicion)
- Witnesses to the incident (but don't ask them for their account)
- Times, dates and other relevant information
- It must be clearly documented what is fact, or you have been told, and what is opinion or hearsay
- A signature, date and time on the report

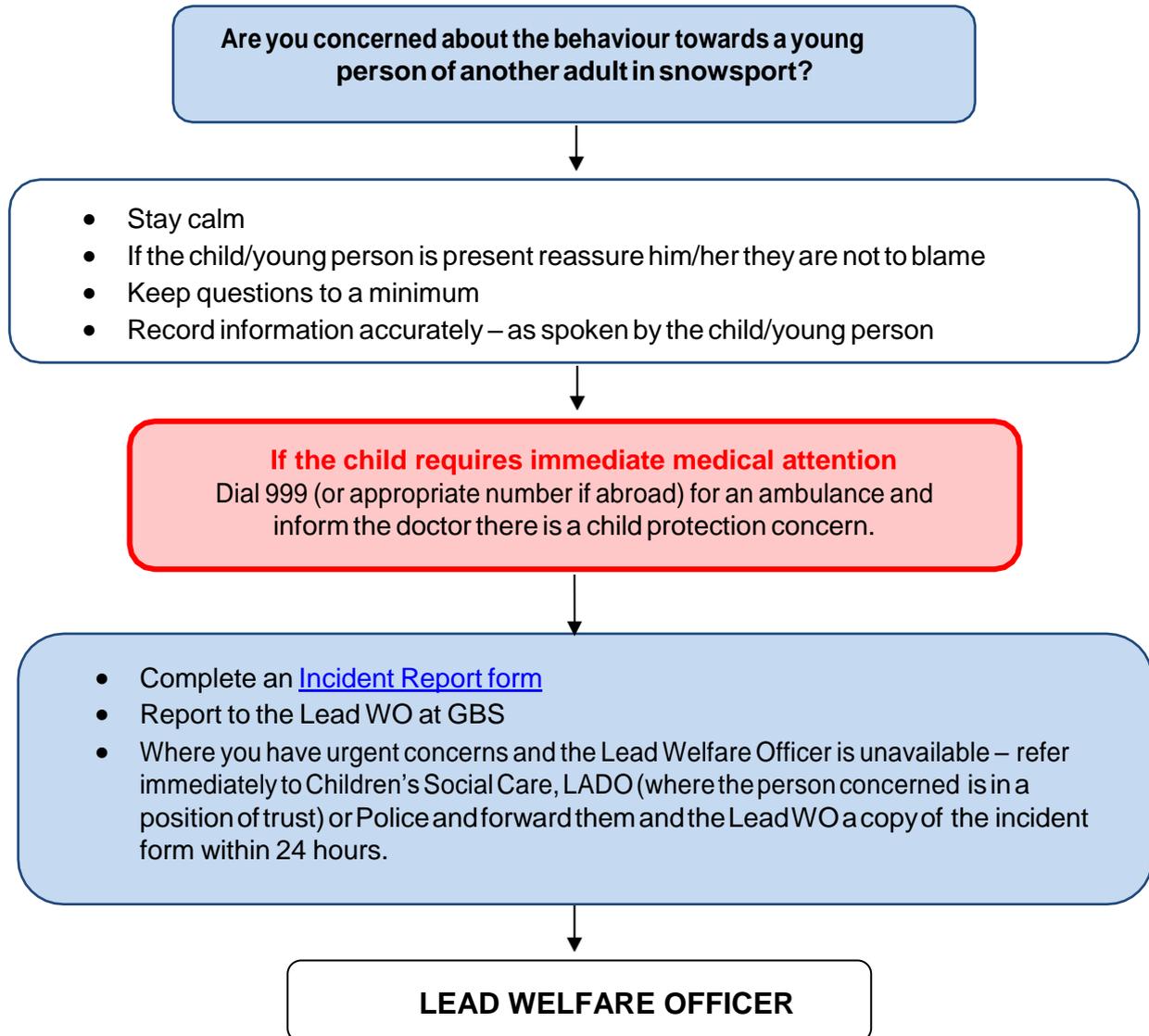
4.4 Step 3 – Reporting the relevant information

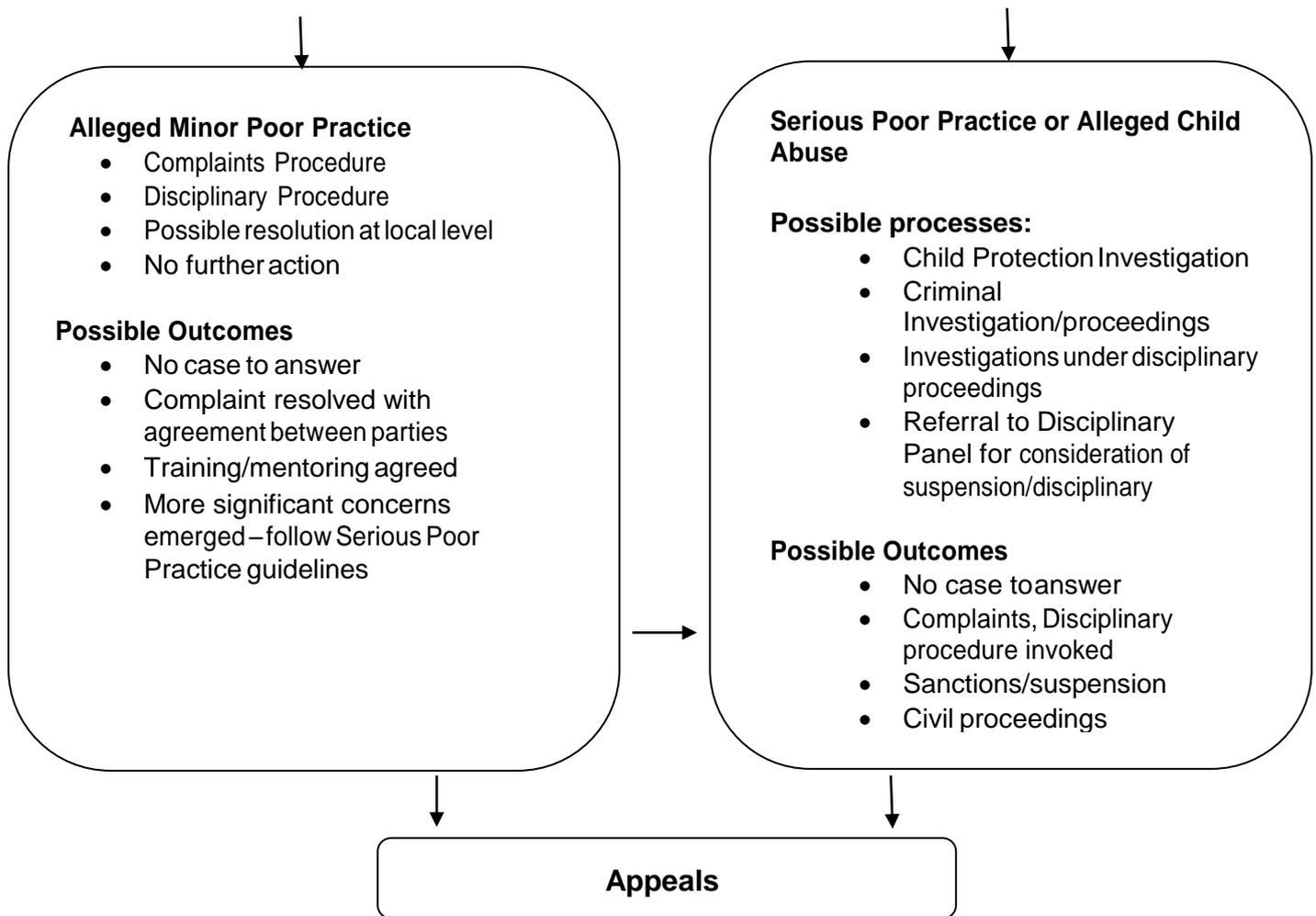
It is recognised that strong emotions can be aroused, particularly in cases where sexual abuse is suspected or where there is misplaced loyalty to a colleague. It is important to understand these feelings, but not allow them to interfere with your judgement about any action to take.

These procedures apply whether the allegation is against a staff member, parent/carer, or anyone, including another young person.

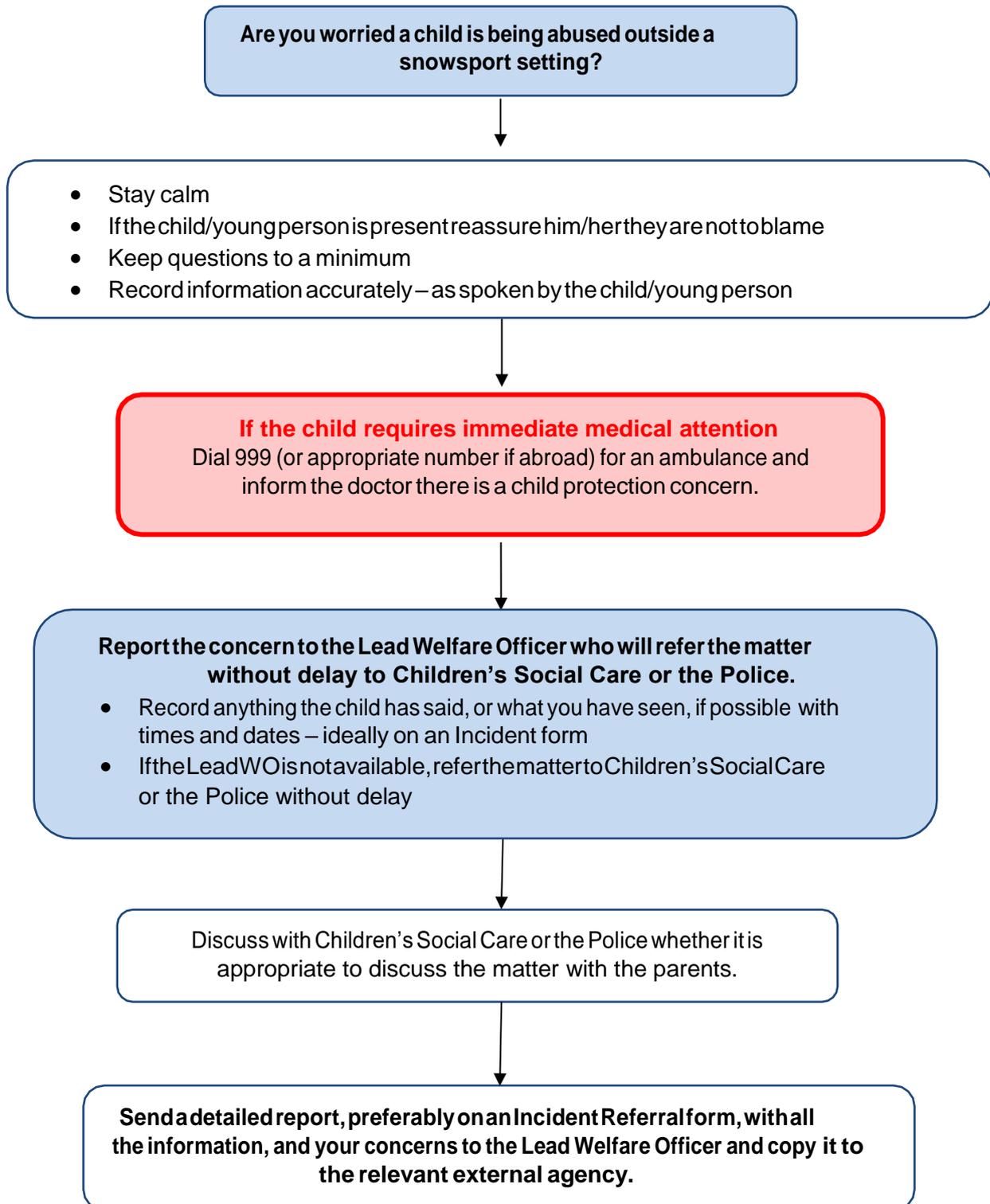
GBS Lead Welfare Officer - all incidents should be reported to the Lead Welfare Officer who will handle any referral, where appropriate. If the Lead Welfare Officer is not contactable, the Chief Executive Officer of GBS should be informed without delay.

4.5 REPORTING OF CONCERNS WITHIN A SNOWSPORT SETTING





4.6 REPORTING OF CONCERNS OUTSIDE A SNOWSPORT SETTING



REMEMBER TO KEEP THIS CONFIDENTIAL – STRICTLY ON A NEED TO KNOW BASIS

4.7 Whistle blowing

It is important everyone within GBS (employees, volunteers, athletes, parents etc) has the confidence to speak up about anything they are unhappy with. Whistleblowing occurs when a person raises a concern about a dangerous, illegal or immoral activity or any wrongdoing, within our organisation. It can involve sharing potentially vital information about health and safety risks, environmental factors, harm of children, covering up for someone and much more. Any of these factors should be addressed immediately and we encourage anyone to “blow the whistle” early, to prevent any real damage or harm to children being done.

Duty of all staff to raise concerns

If you have any concerns about the activities of any staff or volunteers within GBS, or even other snowsport organisations, you must speak up. Depending on the nature of the concern, it may be appropriate to contact the Chairman of your Discipline, the CEO of GBS, or if there is a safeguarding concern you should contact the Lead Welfare Officer who will take the matter up on your behalf. In most cases it would not be necessary to pass on the source of the information, but we cannot always guarantee to keep this confidential, for example if the matter is passed on to police. However, the welfare of the child is paramount and if your report is in good faith and you have acted appropriately, GBS will support you. See GBS [Whistle Blowing Policy](#) for more details.

What Happens Next?

Where there is a complaint against a snowsport volunteer, coach, official or member of staff there may be three types of investigation:

1. A criminal investigation
2. A child protection investigation
3. A disciplinary investigation by GBS

The Lead Welfare Officer (in consultation with the CEO or Disciplinary Panel) will decide if an individual accused of abuse or misconduct should be temporarily suspended pending Police or Children’s Social Care enquiries. Sometimes the authorities will not wish such action to be taken immediately as it could jeopardise their enquiries.

The results of the Police and Social Care investigation will inform the disciplinary investigation. If the investigation involves an Employee (paid or otherwise) residing in England the Local Authority Designated Officer (LADO) will be informed. Where a member of staff is dismissed (or would have been dismissed had they not left voluntarily) due to concerns about their suitability to work with children, a referral to the DBS by the Lead Welfare Officer will be made where necessary.

The Crown Prosecution Service has to prove someone is guilty “beyond reasonable doubt”. They will not proceed with a case unless there is a 51% or more chance of a conviction. It is not unusual therefore for the Police to drop a case because there is insufficient proof. In such cases the matter would be referred to the GBS Disciplinary Committee.

Informed by the findings of Police and Children’s Social Care, GBS will assess all individual cases as outlined in the Disciplinary Policy to decide if a member of staff or volunteer can be reinstated and how this can be handled sensitively.

Decisions can be difficult, particularly where there is insufficient evidence for the Police to prosecute. The Disciplinary Committee for Child Protection will reach a decision based on the information available and on the “balance of probability” that the person may pose a risk towards children within snowsport.

The welfare of children should always remain paramount.

Consideration should be given where appropriate to provide support for the child, parents and staff and volunteers, and the person accused of misconduct or abuse.

4.8 Allegations of previous abuse

Allegations of abuse can be made some period of time after the event. For example, by an adult who was abused as a child by a member of staff who is still currently working with children.

Where such an allegation is made, the same procedure should be followed.

This is because other children, either within or outside of snowsport, may be at risk from this person. This may be done in consultation with other snowsport National Governing Bodies, if appropriate.

4.9 Working with the Aftermath

After a suspicion or allegation about a child welfare concern has been investigated, there are likely to be strong feelings amongst staff, parents and children, which will need to be addressed.

There are likely to be issues of:

- Communication - if rumour or fact
- Guilt and blame - if suspicions had been around for some time
- Impact - on individuals, or the nature of what occurred and to whom
- Gaps in the organisation in terms of roles and post held

Careful thought will need to be given to the sharing of information and the provision of appropriate support. Information should be shared strictly on a need-to know basis and under the direction of the Lead Welfare Officer or in his/her absence the CEO.

In all cases, if you are not sure what to do you can gain help from the NSPCC 24-hour help line Tel No: +44 (0)800 800500.

Referrals to statutory agencies will usually be carried out by the Lead Welfare Officer and must be done within 24 hours; but if you have concerns for the immediate welfare of a child or young person, you should not delay reporting the matter yourself to police, Children’s Social Care or the LADO. If you report it to one of these agencies, you must keep a record of the name, job title and telephone number of the person you reported it to, together with the date, time, and case number/crime reference number in case any follow-up is required. You will usually be required to confirm in writing within 24 hours. Always inform the Lead Welfare Officer at the earliest opportunity.

NB The parents/carers should be informed prior to making a referral to statutory agencies **unless to do so** would put the child at increased risk of harm. If you are not sure, the LADO, Police or Children’s Social Care will advise you. Always inform the Lead Welfare Officer.

What Next?

There is no absolute definitive list of what to do in any case. Common sense, together with training, must come into the decision making process. In all cases, report the incident to the Lead Welfare Officer who will offer you support. For all cases if the Lead Welfare Officer is not available you should take responsibility and seek advice from other agencies or from the NSPCC 24-hour help line Tel No: +44 (0) 800 8005000.

Make sure you complete an [Incident Report Form](#). One copy should be kept confidentially filed by you and another sent to the Lead Welfare Officer.

Support

GBS is a member of Safeguarding In British Snowsport (SIBS). SIBS comprises the safeguarding leads of GBS, Snowsport England (SSE), Snowsport Scotland (SSS), Snowsport Wales/Cymru (SSW/C), BASI, and Disability Snowsport UK (DSUK). SIBS members have agreed to offer support both for the person accused of wrongdoing, and the person who has been abused, if this cannot be provided from within our own organisation. In such circumstances the Lead Welfare Officer will contact the parties concerned and provide them with the name of someone who can provide them with support, should they want it. This may take the form of someone to listen to them, provide moral support, or suggestions of professional help if desired. Where appropriate, GBS will endeavor to provide other forms of professional support including counselling sessions.

4.10 Confidentiality

Coaches and others working for GBS may gather a great deal of personal information about athletes in the

course of their working relationship and this information may be confidential. Confidentiality does not however preclude the disclosure of information to the appropriate person/people where a child's welfare is concerned.

If a child welfare concern is raised, every effort should be made to ensure that confidentiality is maintained wherever possible. Information should be handled and disseminated on a need to know basis only, which may include the following people:

- The parents of the child (where appropriate)
- The person making the allegation
- Children's Social Care
- Police
- LADO
- GBS Lead WO - **always**
- Disciplinary Panel and designated officers within GBS e.g. Legal Advisor.

All information should be stored in a secure place with limited access to designated people, in line with the Data Protection Act 1984.

4.11 Information Sharing

Information relating to concerns must be shared between relevant bodies in order to protect potentially vulnerable children and young people and this will be done by the Lead Welfare Officer. If the person is working in other organisations or sports the Lead WO must be told in order to pass on concerns to the relevant people in these organisations (where appropriate).

The Data Protection Act provides a framework to ensure that personal information is handled properly and is not a barrier to sharing information. See the [CPSU briefing](#) on Information Sharing. The Department for Children, Schools and Families has produced an information sharing protocol guide which includes [Seven Golden Rules](#) for information sharing. These demonstrate best practice advice including the need to ensure the information you are sharing is: **Necessary** (to safeguarding children), **proportionate** (only share what you need to share to safeguard children), **relevant, accurate, timely** and **secure**. It is important to ensure the information you share is only shared with those who need to have it. It is also important to keep a record of your decision and the reasons for sharing it.

Information arising from a DBS disclosure may be shared across the snowsport National Governing Bodies (Snowsport England, Snowsport Scotland, Snowsport Wales/Cymru, GBS and DSUK) and BASI in order to help safeguard children, where the other organisations have an interest in the person.

Notification

Local Children's Social Care and any other sporting professional body to which the accused belongs shall be notified of the outcome by the Lead Welfare Officer.

Record of Offenders

- The GBS Lead Welfare Officer will keep a confidential record of offenders who have been disciplined, barred, restricted or warned.
- The GBS Lead Welfare Officer will refer details of any person they think may be unsuitable to work with children to the Disclosure and Barring Service for consideration for inclusion on the barring list, where appropriate.

Responsibilities for costs incurred

GBS will not accept responsibility for any fees, expenses or other costs incurred by either or any party bringing or defending the action and shall have no liability to award any compensation for harm done or suffering by either party.

4.12 Storage and Retention of Records

GBS will keep personal records, Incident Recording forms and other records confidentially and in line with the Data Protection Act 1998. This will usually be:

- For personal information (job applications, references etc) – 1 year after the person has left the employment of GBS
- For job applicants who unsuccessfully apply for a job – 6 months
- For personnel files including disciplinary records where no safeguarding concerns – 6 years after the

person has left the employment of GBS

- For personnel files including disciplinary records where an adult possibly committed a criminal offence against a child, or behaved in a way that indicated he/she is unsuitable to work with children – until the adult reaches the normal retirement age plus one year, or for 10 years if that is longer
- Where a possible child welfare concern about a child has been raised, and not referred to external agencies (eg bullying, overly pushy parents) and concluded – 1 year after the child ceases to be the responsibility of GBS
- Where legal action has been started, or where required to by Law, GBS will keep the information for longer and review the retention of the records annually
- DBS Disclosure certificates – maximum of 6 months. Since June 2013 GBS no longer receives a copy of the Disclosure so it is unlikely copies of certificates will be kept for longer than a month whilst the recruitment decision takes place. GBS complies fully with the DBS Code of Practice and this is included in our Recruitment Policy.

GBS may at our discretion keep records for longer periods of time and will record the reasons for this.

Further guidance on retention of records can be found in CPSU Child Protection [Records Retention and Storage](#).

SECTION 5

Recruitment and Training

5.1 Recruitment

Appointing Appropriate Staff and Volunteers to Work with Children

It is GBS's policy that all staff and volunteers working closely with children must go through an appropriate selection and vetting process prior to their appointment to establish their suitability to work with children.

When recruiting new volunteers or paid staff all reasonable steps must be taken to ensure unsuitable people are prevented from working with children. In addition the selection process must be fair and equitable. GBS has a [recruitment and selection policy](#) which must be adhered to by anyone recruiting for GBS.

Most people working in snowsport with children have the best possible intentions. However, our duty of care includes having sound recruitment practices and procedures.

5.2 Planning our recruitment

For all roles including volunteer roles, temporary contracts (a few days, or a couple of weeks) and permanent posts, it is important to follow good recruitment practice. A person specification listing the necessary and desirable skills and experience required to fulfil the role should be drawn up and a role description produced. In some cases, this only needs to be a simple one page document. This helps ensure anyone taking on a role knows what is required of them.

a) Temporary Positions – e.g. a single camp of 3 or 4 days

Applicants will be required to complete a self-declaration form, provide references, have a valid DBS disclosure, first aid and safeguarding qualifications relevant to their role and receive a safeguarding induction if working with children under 18.

b) All Other Posts including Permanent Positions

GBS Recruitment Policy should be followed.

This will include:

- i) Completing an application form to collect the information required.
- ii) An interview
- iii) Taking up references
- iv) Completing a Self-Declaration Form

- v) Completing a satisfactory DBS disclosure
- vi) Checking coaching qualifications, first aid, safeguarding courses and other relevant qualifications
- vii) Complying with UK Visas and Immigration requirements

5.3 Criminal Record Checks

GBS will usually accept a DBS disclosure, or PVG Scheme membership issued by Snowsport England, Snowsport Scotland or Snowsport Wales. We will consider accepting a DBS disclosure issued by another organisation, provided it is the correct “level” of disclosure, and the person has joined the DBS Update Service. In the first instance you should scan a copy of your disclosure to the Lead Welfare Officer and she will advise further.

We are not able to accept Basic Disclosures issued by BASI as they are not of the required level for working with children within snowsport.

If you are required to produce a new DBS disclosure, this must be done via Snowsport England. Up to date information is on our [website](#).

Remember – a DBS check or PVG Scheme Record (Scotland) is only part of a safe recruitment process. Some people who have clear DBS disclosures or PVG Scheme Records will still present a risk to children and young people and the other recruitment checks and procedures must also be followed to minimise the risk of them being employed or deployed in our organisation.

5.4 Induction

All new staff and volunteers working with U18s will receive a safeguarding induction from the Lead Welfare Officer, or where appropriate and trained, another member of GBS.

- This will include information about safeguarding elite athletes, good practice, recognising signs of abuse and the different types of abuse. It will cover the importance of listening to athletes, expectations of staff and athletes, confronting inappropriate behaviour and dealing with concerns. Information will be provided about recording and reporting procedures, our Whistle Blowing policy, confidentiality, information sharing and completing incident and accident forms.
- All new staff and volunteers will be asked to complete and return a Self-Declaration Form, with a website link to our Child Safeguarding Policy, Code of Conduct and Employee Handbook. If requested a hard copy of any of these documents will be sent to them.

5.5 Safeguarding Training

All coaches, team managers and others responsible for the welfare of children should have attended a safeguarding course. The face to face Safeguarding and Protecting Children (SPC) workshop is required for coaches initially. This is generic sports safeguarding training and will help them to:

- analyse their own practice against what is deemed good practice, to help ensure no concerns arise from misunderstandings or misinterpretation
- recognise their responsibilities and report any concerns about suspected poor practice and/or abuse
- respond to concerns expressed by a child
- work safely and effectively with children

GBS is continually reviewing our requirements for safeguarding training. With a host of new sports safeguarding courses being delivered online, GBS will now accept specific sports e-learning courses as refreshers for coaches and others working with children.

We require staff to attend safeguarding refreshers every 3 years. See our [website](#) for up to date details of appropriate courses.

Coaches should also have an up to date First Aid Certificate suitable for the mountain environment (issued within the last 3 years). It is recommended CWOs have at least basic first aid awareness or if coaches are not available in the evenings in the event of an accident or injury, the CWO must have attended a basic first aid awareness course.

5.6 Referral to the DBS

If you stop using someone in Regulated Activity because you are concerned about their suitability to work with children, you have a legal obligation to pass on your concern to the Disclosure and Barring Service (DBS) or Disclosure Scotland. Should the person leave before you have had a chance to deal with your concern you still have a duty to refer this information on. You should contact the Lead Welfare Officer in the first instance who would manage the referral.

5.7 GBS Posts Requiring a Disclosure and Barring Service (DBS) Check

DBS check with Children’s Barred List Status check is mandatory if:

You are working/volunteering with under 18s, or if there are under 18s under your care in the group you are travelling abroad with, and the frequency, intensively or overnight criteria are met - These roles within GBS are undertaking Regulated Activity (RA) (as defined by [POFA 2012](#))

- Coaches
- Lead Welfare Officer
- Camp Welfare Officer
- Event Welfare Officer
- Team Managers
- Physiotherapists
- Sports therapists
- Minibus drivers arranged by GBS

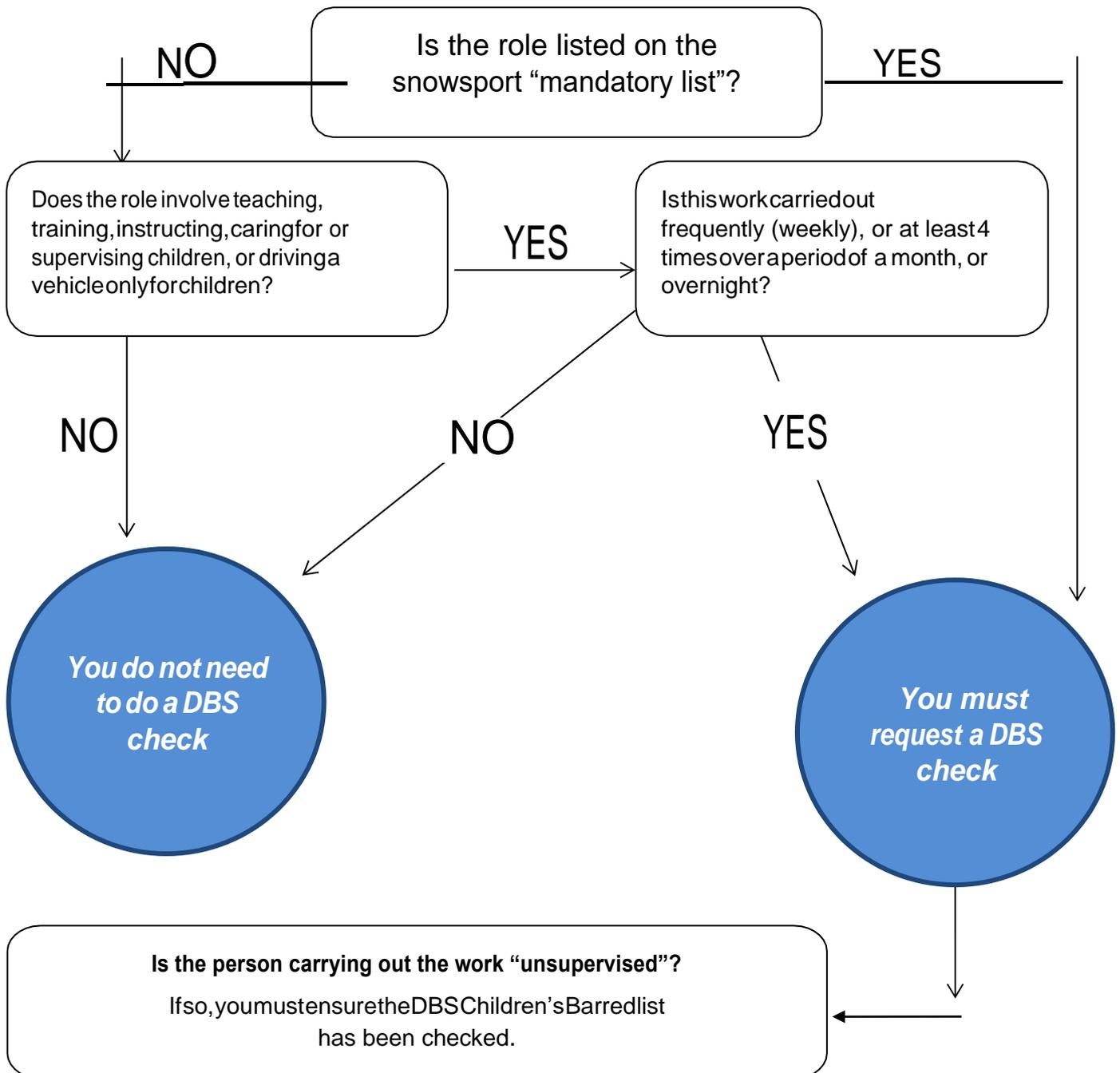
List of roles for which a Risk Assessment should be carried out

- Cooks on residential trips (only requires DBS check if they also carry out other roles – e.g. supervising children)
- Ski technician on residential trips (only if they also teach, train, instruct, supervise or care for children)
- All other helpers

If in any doubt, contact the Lead Welfare Officer

5.8 Risk Assessment for deciding if a DBS check is necessary

Follow this flow chart to do a Risk Assessment to assess whether or not you should be asking someone to undertake a DBS check or ring the Lead Welfare Officer for advice



SECTION 6

Trips Away With Children

6.1 Guidelines for the Designated Lead Responsible Adult (e.g. Head Coach, Team Leader, Manager)

As the Lead Responsible Adult you have a 'duty of care' as well as a legal responsibility under the Children Act for the safety and well-being of the athletes at all times. You are responsible for ensuring the child safeguarding policy and procedures are being followed and in the event of an incident you will be held to account. You are

responsible for the welfare of the children and must ensure there are sufficient staff members on the trip.

The Lead Responsible Adult may be the Camp Welfare Officer, Team Manager, Coach or another person, but must be agreed for each camp.

***Do not take your responsibility lightly.
You are not on holiday, but on duty 24 hours a day.***

All staff working with children will have been vetted according to the GBS Policy and should ensure they are fully aware of our Child Protection Policy. Current advice regarding physical contact with children should be followed. Adults should be aware of, and abide by, the relevant Code of Conduct.

***There should always be a minimum of two adult staff
members (over 18) on the trip.***

Be aware at all times of possible tensions within the group. Snowsport is an individual sport, and its competitive nature may lead to jealousies and to bullying.

Boys and girls should be in separate sleeping quarters, and children must not share rooms with adult staff members or adult athletes*.

*Where there is only one U18 athlete it is accepted it may be preferable for them to share with an athlete over the age of 18 of the same gender rather than be in a room by themselves. However it must be stressed to all concerned that members of the opposite gender must not enter their room. Where under 18s are sharing with over 18s, parents must be informed of the situation and their permission sought, as well as the permission of the athlete.

Staff should not go into the bedrooms of children without another staff member present (unless it is an emergency).

At least one staff member should be with the children at all times of the day, or at least within very easy reach. The children must at all times know the whereabouts of at least one of the staff members in case of emergency.

Where there are organised events for the adults (e.g. race/competition managers' meetings) one staff member should remain in the hotel/accommodation with the children.

GBS has a Dry Team Policy, which means from the day upon which a Team is assembled until it is disbanded, no Team Member is allowed to drink alcohol or to purchase or knowingly have alcohol in their possession without the consent of the Team Manager. This policy may only be relaxed for celebrations or other occasions involving (in either case) the Team (over 16s only) as a whole at the discretion of the Team Manager. Staff should be aware they are role models for the athletes. The laws of the country you are visiting must be adhered to. There must always be at least one responsible adult who has refrained from drinking alcohol in case of emergency.

Insurance documents and contact details should be carried by a staff member at all times in case of accident. In most Disciplines, for camps involving under 18s, a Camp Pack will be provided by GBS office containing all the necessary information.

The lead Responsible Adult must carry, or have access to, extra funds in case of any emergency (e.g. hospital treatment of a child).

Clear guidelines for behaviour, curfews, rendezvous times etc must be laid down clearly to the athletes during the induction, so they know what is expected of them at all times. Disciplinary measures may at times be necessary, and such procedures must be conducted with fairness. At least two staff members must be present and involved in any disciplinary matter, and the child should, where possible, be represented by an accompanying adult. All disciplinary measures must be proportionate, and explained fully to the athlete. They must not involve humiliation of athletes, refusal to speak or interact with them or any threat of physical punishment, or being told to go to their room and miss a meal. Participants and parents will have read and signed the relevant Code of Conduct and will be aware of possible procedures and sanctions. Examples of acceptable sanctions include time out; not being able to participate in a social activity or temporary exclusion from the camp. It is hoped that with positive reinforcement of good behaviour, our athletes will behave appropriately. The CPSU has produced guidelines on [Managing Challenging Behaviour](#).

The Lead Responsible Adult or Camp Welfare Officer must:

- Have a copy of the consent forms, emergency contact details, passport details, flight details, travel insurance etc for each athlete

In addition in a mountain environment:

- If athletes have mobile phones, it is advisable for staff to have their number in case of emergency – but this should only be used where necessary and appropriate
- Copies of all emergency contact details and athletes telephone numbers should be given to any other coaches or staff with responsibilities for welfare when abroad, in case of emergency
- Athletes should be given mobile telephone numbers of all staff with responsibilities for welfare, to be used in an emergency only. This is particularly important if athletes are travelling independently from the group.
- Staff and athletes should delete the contact details after the camp.

Camp Welfare Officer

A Camp Welfare Officer will be appointed for all camps where U18s are present. This will usually be the Team Manager or Head Coach on the camp. Their role is to ensure the athletes are welcomed, supported, and know who to turn to if they have any problems and ensure the athletes know the boundaries, rules and requirements when they are not training or competing. The U18 [Camp Welfare Officer Guide](#) on our website gives more information. The Camp Welfare Officer will complete an induction for all new athletes and feedback any information from individual camps to GBS.

Further guidance can be found in the NSPCC publication [Away Trips and Hosting](#).

6.2 Guidelines on Supervision of Children

It is important to remember when planning any type of snowsport activity with children that sufficient adults must be present to adequately supervise all participants and manage any incident that may arise. Prevention is

the most important aspect of supervision of children. From the moment the athlete is in your care, staff and volunteers are acting *in loco parentis* and have a duty of care for them. Appropriate supervision ratios and systems for monitoring the whereabouts of children are essential. It must be clear at all times who in the team is responsible for supervision. This is particularly important in the mountain environment.

There must always be a minimum of two staff present.

This ensures at least basic cover in the event of something impacting on the availability of one of the adults during the activity (e.g. in the event of a participant requiring the attention of an adult during the activity following an accident). Ensuring there are always at least 2 adults present also helps safeguard the adults, in the event of an accusation.

***For single gender groups, there must be at least one staff member of the same gender.*
For mixed gender groups, there must be at least one male & one female staff member*
Supervision ratios are NOT the same as coaching ratios***

*It is recognised occasionally it is not possible to have a member of staff of the same gender as an athlete, particularly where there are only 2 or 3 athletes on the camp. This must be the exception rather than the rule. A risk assessment should be carried out and the reason for the absence of a staff member of the appropriate gender documented. Parents and athletes should be informed prior to the camp and their permission sought. The Lead Welfare Officer must also be advised prior to the camp.

A minimum supervision ratio of adults to participants of 1:10 is required for all our athletes (aged over 12), whilst observing the minimum of two rule. At least one of the responsible adults should be trained in First Aid. Depending on the nature of the camp, it may be necessary to have a higher supervision ratio.

Although it is accepted that occasionally parents or carers may accompany children, or be present at events, you should never count parents in the supervision ratio, unless they are formerly volunteering for the role. Any parent officially taking on the volunteering role of Responsible Adult should have had appropriate recruitment checks carried out prior to the trip including DBS where necessary, had their role explained to them, understand what acceptable practice is and know who has overall responsibility for the group.

All responsible adults must be a minimum of 18 years old. Whilst it is accepted that sixteen year olds may be

assisting in a coaching support role, they are not “adults” in child safeguarding terms and therefore must not count in supervision ratios. A risk assessment should be carried out prior to the trip. Due to the diverse nature of snowsport, the information above can only be guidance and your risk assessment may demonstrate you require more adults present.

Supervision ratios are NOT the same as coaching ratios

Snowsport activities are diverse and vary greatly according to snow conditions, terrain, experience of athletes etc. Your expertise and risk assessment of the activity will determine your coaching ratios. Coaching Ratios should be agreed by your Discipline Committee.

6.3 Guidelines on Sexual Activities in Snowsport

Coaches should ensure they maintain healthy, positive and professional relationships with all athletes. Nobody in a “in a position of trust” must engage in any type of sexual activity with anyone under the age of 18. A “position of trust” within snowsport would include all staff members; coaches, camp welfare officers, team managers, physios, ski technicians – indeed anyone whom BSS is employing or deploying to help with an activity. These people are in a position of power and such a relationship could constitute an abuse of this position. The law as it stands says sexual activity involving children under 16 is illegal – and when the adult is in a “position of trust” – sexual activity and relationships involving a child under 18 is illegal. Currently staff working in a sports environment are not covered by the Position of Trust Law, although it would be a disciplinary matter. In 2017 the NSPCC mounted a campaign for the Position of Trust law to be extended to sports coaches and staff. If successful, this will mean sports coaches will be committing a criminal offence if they have sexual activity and relationships involving a child under the age of 18.

Sexual activity between children/young people involved in snowsport will be prohibited during team events or social activities organised by or on behalf of GBS. Inappropriate or criminal sexual behaviour committed by a young person will lead to disciplinary action in accordance with the GBS policy and reports being made to external agencies including the Police or Children’s Social Care Services if necessary.

Sexual activity between adults (aged 18 or over) in a position of trust, and young people (16+) involved in snowsport is prohibited. Inappropriate sexual behaviour committed by an adult in a position of trust will lead to

suspension and disciplinary action in accordance with GBS governing body guidance.

Sexual activity between children aged 16-17 in a position of trust and young people (16+) involved in snowsport is prohibited. Inappropriate sexual behaviour will lead to suspension and disciplinary action in accordance with GBS governing body guidance.

Sexual activity between adults and children under the age of 16 is a criminal act and immediate action will be taken to report it to the police.

Sexual interactions between athletes aged 16 – 18 who are legally married or have civil partners – GBS actively discourages athletes engaging in any sexual relationships for the duration of a camp, even if they are legally married or in a civil partnership. This recommendation is to help coaches and camp welfare officers with decision making and ensure all athletes are treated equitably, and work as part of a team, whilst on residential trips.

6.4 Child Welfare in the Mountain Environment

Much of the guidance about child welfare is common to all sports. There are, however, some situations that are either unique to, or are made more tricky by, the mountain environment in which many of our activities take place. This note gives some examples and is intended to provoke thought and promote best practice. It is not intended to refer to evenings in resorts or behaviour in mountain restaurants, but to the open mountainside, in any part of the world.

Understanding the risks

Children who take part in snowsport, and their parents and guardians, must accept the mountains are a dangerous environment; accidents in the mountains can lead to injury and, in extreme cases, to death. Coaches can minimise these risks through their skills and experience, but risks cannot be eliminated completely. In more dangerous situations, greater care and greater ability are required from all participants.

Coaches shall be free to refuse to take on the mountain any person (of any age) who appears not to have an adequate understanding of the risks or who does not take precautions appropriate to the prevailing environment. They should satisfy themselves that any child is sufficiently mature to understand the risks and to cope, both physically and mentally, with the conditions that may be encountered.

A risk assessment should be carried out to ensure there are sufficient adults and coaches present.

Stress and tiredness

Coaches must be alert to signs of cold and tiredness, which may lead to errors of judgement. The same applies to stress caused by a child being stretched beyond his or her limits. Athletes will be competing, but coaches should always ensure this is never harmful and that it would not lead to over-exertion or excessive risk-taking.

With careful thought and planning, it should be possible to avoid any situation that could potentially put children at greater risk of abuse or be deemed bad practice.

6.5 Children at High Altitude – Managing the Risks

Dr Jenny Shute – Youth and Children’s Consultant, GB Snowsport Member of FIS Medical Committee

There are many opportunities for children to travel to areas of high altitude (>2500m) for tourism, for skiing, and for racing and training. This short summary focuses on some of the hazards that may affect children at altitude, and identifies ways in which the risks can be managed, notably by careful planning, awareness and rapid and effective treatment. It is intended primarily for those with no specialist medical knowledge; some references for further reading are listed.

Careful assessment and management of the risks will facilitate safe enjoyment of some of the most beautiful places in the world (Pollard, Murdoch, 1996).

Factors which affect the safety and physical well-being of children high in the mountains include:

- Mountain/environmental/climatic hazards, including terrain, snow conditions, crevasses, rock/ice falls, avalanches, changeable weather, wind, visibility (not covered in this short risk management summary)
- Cold exposure
- Sun exposure
- Dehydration
- Individual responses to altitude, and the various forms of altitude sickness

Cold exposure - Small children are particularly vulnerable to the effects of cold because of their large surface area to volume ratio. Adequate clothing is essential to prevent misery, hypothermia, and frostbite. Physical exercise will allow the children to generate heat through muscle activity, and the risk of hypothermia will be lessened. Younger children may become susceptible to hypothermia on long slow chairlifts at any altitude; T-bar or Poma alternatives should be used in preference. Remember to make particular allowance for the added effects of wind-chill.

Sun exposure - Reflection from snow and a thinner atmospheric layer at high altitude make the risk of solar ultraviolet radiation burns more likely than at sea level. Children are more likely to burn than adults if exposed to excess sun. Snow blindness results from solar damage to the cornea and conjunctiva. Appropriate sun-block creams (protection from UVA and UVB, SPF at least 30, applied before sun exposure), hats, long sleeves and goggles are required to prevent sunburn or snow blindness.

Dehydration - Since minute ventilation is about 20% higher at an altitude of 2500m and each breath must be humidified, relative dehydration is a frequent issue. Adequate fluid intake should be encouraged, and sports drinks should be available for 'resuscitation'.

Children with pre-existing illnesses - Children with certain underlying chronic medical conditions may be at increased risk of developing either an exacerbation of their chronic illness or an illness directly related to altitude. Risk factors include a history of high-altitude illness, residence at an altitude below 900m, exertion, and certain pre-existing cardiopulmonary conditions.

N.B. Don't travel on cable cars or any aircraft with sick children – the pressure changes are too rapid.

Individual responses to altitude, and the various forms of altitude sickness

The major categories of altitude illness are acute mountain sickness (AMS), high altitude pulmonary oedema (HAPE), and high altitude cerebral oedema (HACE). The two latter more serious conditions are usually preceded by AMS. The mainstay of treatment for each of these conditions is DESCENT. The incidence of acute mountain sickness (AMS), the most common form of altitude illness, is high – approximately 1 in 4 visitors to Colorado ski resorts develop AMS symptoms.

Acute mountain sickness (AMS)

- An acute illness characterised by headache, anorexia, nausea, vomiting, fatigue, weakness, dizziness, light-headedness, and sleep disorder. The symptoms

typically develop within 6 to 10 hours after ascent, but sometimes as early as 1 hour.

- Children are no more susceptible than adults; being fit doesn't help.
- Previous history may indicate susceptibility

High altitude pulmonary oedema (HAPE)

- Acute pulmonary oedema (swelling of or fluid on the lungs) caused by altitude hypoxia, presenting as dyspnoea (breathing difficulty), reduced exercise tolerance, cough, haemoptysis (coughing up blood), tachycardia (fast pulse), tachypnoea (fast breathing), cyanosis (blueness of fingers, lips etc), fever
- Conditions that predispose a child to HAPE include recent inflammatory processes, such as viral infection, and conditions linked with underlying pulmonary hypertension.

High altitude cerebral oedema (HACE)

- HACE is swelling of, or fluid on the brain and consists of headache, ataxia (disturbances of balance), behavioural changes, hallucinations, confusion, disorientation, decreased level of consciousness, focal neurological signs, and coma.
- There is no published information about the incidence of HACE in children.

Sleeping Altitude

- Most mountain tourist sites and ski resorts are located at or below about 3200m, and the majority of travellers to these sites will sleep at 2000m or below.
- Ascents with sleeping altitudes at or below 3000m carry a low risk of serious altitude illness. Sleeping altitude is more important than 'active altitude', perhaps
- exacerbate the symptoms); the child should be carried where practical during descent.
- Oxygen when available
- If HAPE is suspected, the patient should remain sitting upright.
- Call for urgent medical assistance if HAPE or HACE are suspected

because with wakefulness and activity the ventilation rate is higher and therefore oxygen saturations are higher.

- Staying even one night at lower elevation significantly mitigates the incidence of AMS
- Remember, wherever possible 'climb high, sleep low'.

Risk Management re Altitude illnesses:

Planning

- Plan for slow graded ascent
- Plans should include sleeping at lower altitude wherever possible
- Drug prophylaxis (usually acetazolamide*) may be used in adults but is not indicated in children except under special circumstances
- Management of group size, provision for adequate supervision at all times on the hill
- Prepare an evacuation strategy in case urgent descent is necessary
- Be flexible – if one child becomes sick the group plan may need to be adjusted

Awareness

- Full awareness by all responsible adults re signs and symptoms
- Watch out for all in a big group
- Be aware that non-specific signs (e.g. fussiness) may present in younger children
- Care – upper respiratory infections are a predisposing factor for HAPE; URTI may also lead to
- problems of equalising pressure on rapid ascent in lifts, perforated eardrums

Treatment

- DESCENT (a descent of only 500 to 1000m usually leads to resolution of AMS)
- Further ascent is contraindicated
- Descent, when possible, should involve minimal exertion

***NB** acetazolamide (used in the prophylaxis and treatment of altitude illness) is on the WADA list of prohibited drugs.

In short, the keys to management of the risks of altitude illness are careful planning, full awareness of the risks and of the signs and symptoms, flexibility and rapid treatment – most notably descent.

Acknowledgements

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This short summary has been gleaned from the literature, in particular from the publications listed below.

References

For those who would like to read more, and for medical personnel requiring more detailed information regarding prophylaxis and treatment:

Children at High Altitude: An International Consensus Statement by an Ad Hoc Committee of the International Society for Mountain Medicine, March 12, 2001 – Pollard et al, published in HIGH ALTITUDE MEDICINE & BIOLOGY, Volume 2, Number 3, 2001; Mary Ann Liebert, Inc.

High Altitude Illness – Peter H Hackett, MD, & Robert C Roach, PhD; published New England Journal of Medicine, Vol. 345, No. 2, July 12, 2001

The High Altitude Medicine Handbook – Andrew Pollard & David Murdoch (Third Edition 2003); published by The Radcliffe Medical Press, Oxford

Travel to High Altitude with Young Children: An Approach for Clinicians - Michael Yaron and Susan Niermeyer; published in HIGH ALTITUDE MEDICINE & BIOLOGY, Volume 9, Number 4, 2008

Children at Altitude – 2008 Consensus Statement of the UIAA Medical Commission, Meijer, H.J. & Jean, D.

SECTION 7

General Guidance

7.1 Internet and Online Safety Guidelines

GBS is keen to promote the safe and responsible use of communication and interactive communication technologies within snowsport. These guidelines are intended to support you to use these technologies safely and responsibly. To do this requires an awareness of the benefits and risks involved to both children and coaches and other staff members.

Part of the challenge for many adults when considering safeguarding and young people online is the gap between children's knowledge and their own general lack of understanding, knowledge and skills in relation to the online world. Developing a basic knowledge of the technology can help you understand online safety issues, manage the risk and deal with incidents as well as supporting athletes and any parents/carers who seek advice and information. There are links to further websites offering information and support to parents and organisations at the end of this guideline.

The technologies

There are many ways in which children use, and are exposed to the internet including (but not limited to) emails, instant messaging apps (e.g. Whatsapp), web cams, blogs, Snapchat, Twitter, Tumblr, Ask.fm, podcasting, social networking sites including Facebook and Instagram, video broadcasting (e.g. YouTube), Skype, chat rooms, gaming sites, music downloads. They can access the internet on mobile phones and Smartphones all of which have cameras. It is not the role of snowsport staff to understand how to use all of these, but advisable for you, or someone within your Discipline, to understand their use and risks. These risks must be appropriately managed.

Social networking is a global revolution, enabling children and adults to stay in touch with friends, share experiences, photographs and exchange personal content. However, it also enables people with ill-intent to gain access to children, find out about their likes and dislikes, and exploit or abuse children. Staff need to be aware of the safeguarding risks associated with social networking sites and internet use including:

- Inappropriate access to, use or sharing of personal details (names, phone numbers etc)
- Unwanted contact with children by adults with poor intent
- Text bullying and cyber bullying
- Being sent offensive or unsuitable materials
- Grooming for sexual abuse
- Direct contact and actual abuse
- Exposure to inappropriate content including self-harm, racist, hate, adult pornography and child abuse

images

- Glorifying activities such as drug taking or excessive drinking
- Leaving and running away from home as a result of contacts made online

Many children also fail to recognise that the internet is a public place and anything they post on the internet, or anything posted about them, can potentially be seen by many other people for years to come.

There is also the risk that the capabilities of social networking services may increase the potential for sexual exploitation of children and young people. There have been a number of cases within sport where adults have used social networking and interactive services as a means of grooming children and young people for sexual abuse. Online grooming techniques include:

- Gathering personal details (age, name, school, photos etc)
- Promising meetings with sports idols or celebrities
- Offering cheap tickets to sporting or music events
- Offering material gifts
- Paying children to appear naked or perform sexual acts
- Bullying and intimidating behaviour such as threatening to expose the child by contacting their parents and tell them about their activities on a social networking site
- Asking sexually themed questions
- Asking to meet children and young people offline
- Sending sexually themed images to a child
- Masquerading as a minor or assuming a false identity on a social networking site to deceive a child

For adults the risks involved include:

- Misinterpretation of their communication with young people
- Potential investigation (internal or statutory agencies) and potential disciplinary action

Guidelines for Disciplines

These guidelines are provided to help ensure that coaches, managers and other members who need to contact athletes can do so in a safe way.

Problems Encountered

Most of the problems encountered to date by snowsport organisations have been around children posting inappropriate comments on social networking sites. Children need to be made aware of what is acceptable to post on line, and what is not and sign up to abide by the Code of Conduct. In addition inappropriate content of emails can be forwarded to staff; emails are a written record and can be used as evidence in Court. There have also been cases in other sports of coaches/staff pretending to be someone the same age as the child and persuading children to undress or perform sexual acts in front of video-cameras.

Written Consent

Written consent should be obtained from parents/carers before any contact is made with children under the age of 18 by any form of interactive communications technology. This should be incorporated in the Consent form.

Websites

If your Discipline has its own website, this will be the responsibility of your website administrator. A website is a useful tool for advertising, showcasing what you do, and giving information to your athletes. The website administrator should have an understanding of both the technology used and safeguarding and it is recommended he/she undergoes basic safeguarding training. You must ensure the content of the website is suitable and is monitored regularly. The website administrator should ensure the Policy regarding Photographs is adhered to. It is suggested you place the CEOP “Report Abuse” app on your web site and the link to the www.ThinkUKnow.co.uk internet safety site provided by the CEOP which gives highly effective and age appropriate advice to children, young people, parents and carers.

You should consider the benefits, and risks involved in hosting message boards, forums or blogs. If you decide to use these methods of communication ensure they are password protected and only allow comments to be posted by members and other trusted people. Remember you are responsible for all content on the website and this content should be monitored daily. Users should be issued with acceptable use guidelines. Don't post anything that can be regarded as hurtful, insulting, offensive, abusive or threatening or bring snowsport into disrepute.

Use of Social Networking Sites

If you decide the best way of communicating with young people is via a social networking site, you should set up an account in the name of your Discipline, or name you can all relate to, and explicitly for use by named members and parents. This must solely be used for information about snowsport matters, for example information about training, camps, cancellations, successes etc. Many social networking sites have a minimum age of 13 for members and it is recommended you use 13 as the minimum age. Always ensure you have parental permission.

Personal Networking Sites

Unless a coach or other official is related to a child, they should not accept any member under the age of 18 as a friend on their own personal site, or share their own site details with them. Problems arise when coaches and other people in a position of responsibility accept children as “friends” on their own personal social networking site. They should not use web based communications to send personal messages of a non-snowsport nature to anyone involved in their Discipline under the age of 18 and should not enter into “banter” with them. This advice is to safeguard the adult, as well as the child. If coaches and others wish to access their Discipline Facebook page, they can set up a “Discipline Facebook account” for themselves. Material posted should be able to be viewed by everyone, not sent individually to children. The coach's personal networking site can then just be used for personal use.

Texts and E mails

GBS accepts that the use of texts and emails to communicate effectively is necessary. Where possible, coaches should communicate with parents. For over 13 year olds, if you have written parental consent, you should use “group e mails or texts” to communicate with members and ALWAYS copy in the parents/carers. Remember to “blind carbon copy” all recipients of the text or e mails, to ensure personal e mails and telephone numbers are not made widely available. In addition you may wish to consider having a “designated person” who is copied into all e mails and texts. Any e mail or text sent to children would then also be sent to the designated person and the parent or carer. If coaches and others stick to this requirement, they will safeguard themselves and not leave themselves open to misinterpretations or allegations of misconduct.

If there is a message for a single athlete, ideally a different means of communication should be used (face to face contact or telephone the parents). If this is not possible and you need to send individual texts or e mails ALWAYS copy in the parent/ carer. This is to safeguard the coach or official, as well as the child. Only send texts or e mails in relation to snowsport activities. Do not send jokes, pictures or personal conversations. You should not respond to e mails or texts from young people other than those directly about snowsport matters. If you receive any inappropriate e mails from children, inform the Lead Welfare Officer immediately and do not respond to the child yourself. However, **never** forward any indecent images, child abuse images etc as you then could be committing a criminal offence. Contact the Lead Welfare Officer, and if appropriate, the Police

Who should be given the contact details of children?

- GBS office should be given details of any athletes that have accepted places on squads or teams.
- The Head Coach or other designated person will be given this information by GBS Office Staff prior to each camp. Remember this information is confidential.
- It is accepted that other coaches and responsible adults may be given contact details and mobile phone numbers of athletes for trips abroad, to be used in an emergency. These should be deleted after the camp or at the end of every season.
- See [Team GB Social Media Guidelines](#) too.

Sexting or Youth Produced Sexual Imagery

If you become aware that a child has sent or received a text with a sexual theme (naked or topless pictures, a picture displaying genitals or committing a sex act) you should:

- Reassure the child they have acted appropriately by telling you
- Never copy, forward or print the image
- Do not view the image yourself
- Once investigated, it can be deleted, or if the Police are involved you should take their advice on when to delete it
- ALWAYS contact the Lead Welfare Officer for advice**
- If you are concerned for the immediate safety of a child, ring the Police without delay
- You cannot confiscate the phone/device (teachers and police have additional powers)
- Offer the child support to deal with the issue.

More information can be found on the following websites: [Safe](#)

[Network](#)

[CEOP](#)

[Thinkuknow](#) (part of CEOP)

[Childnet](#)

7.2 Internet and Online Safety Policy

It is important to discuss the needs of your Discipline and adopt the GBSP Policy. If you wish to produce your own policy for your Discipline it must incorporate a statement that you "Agree to abide by the BSSE-safety policy". Send a link to the Lead Welfare Officer; we may well update ours, if yours contains useful information.

All staff and athletes will:

- Take responsibility for their own use of communication and interactive technologies, making sure they use new technologies safely, responsibly and legally
- Not use any communication device or service including social networking, to bring GBS, its staff, members or snowsport into disrepute
- Not use any communication device or service, including interactive services such as social networking for inappropriate behaviour online within the context of snowsport including bullying or harassment of others in any form, defamation, obscene or abusive language, the uploading of material which is libellous, defamatory, obscene, illegal, shows nudity or is violent
- Report to the Lead Welfare Officer of GBS any known misuses of communication and interactive technologies within the context of snowsport, including unacceptable behaviour, inappropriate contact with children online and illegal content including sexual abuse/indecent images of children
- Be aware that any report of the misuse of communication and interactive technologies within the context of snowsport will be investigated and may result in sanctions being enforced. Where suspected criminal activity has taken place a report will be made to the police.

Where GBS provides network access or communication devices all staff and athletes will:

- Protect passwords and personal network logins. Where available, security settings should be set on mobile devices. Any attempts to access, corrupt or destroy other users' data in any way using technology is unacceptable.

In addition to the above; coaches and other personnel will:

- Take responsibility for their professional reputation in the online environment, making sure they follow e-safety advice, adhere to privacy and safety settings and report any concerns in accordance with GBS policies and procedures.
- Not ask for email addresses, mobile phone numbers or social networking profiles of children under the age of 18, or search for junior members on social networking sites or search engines – staff will have been given the details of those they need.
- If you are given mobile phone numbers of children for safety reasons to use on camps – you must delete the information after the camp.

7.3 Anti-bribery Policy

GBS is committed to operating in a fair, ethical and equitable manner and in line with its values operates a zero tolerance to bribery and corruption. We are committed to preventing acts of bribery and corruption which damage free and fair competition.

We recognise our obligations under applicable legislation, including the [UK Bribery Act 2010](#) and are committed to ensuring no bribes or corrupt payments are made, offered, sought or obtained by anyone on our behalf, to anyone.

We recognise in a competitive sport there may be situations where coaches or officials are open to potential bribery. For example:

- where there are 5 athletes competing for 4 places in a squad
- where it would be beneficial for athletes to have a high or low start order

What is a Bribe?

- A bribe may include a payment, benefit or gift offered or given with the purpose of influencing a decision or outcome
- A bribe may not always be of a large value, it could be a lunch or tickets to a sporting event.

What is not a Bribe?

- Small gifts to say “thank you”, for example a small box of chocolates or bottle of wine are acceptable provided they are not given with the purpose of influencing a decision.

Who is covered by this Policy?

- This policy is applicable to all employees, volunteers, athletes and officials and anyone acting on GBS’s behalf.

What you should do if you have a concern

- If you believe you have been offered a bribe, or believe someone else has offered or been offered a bribe, you should report the matter to the CEO of GBS. Do not wait until someone else voices their concern.
- GBS will investigate the claim and if required will use their Disciplinary Procedure.

7.4 Guidance on the Use of Photographic Equipment/Recording Images

It is important to acknowledge that parents/carers may wish to take photographs or videos of their own children participating in snowsport. Coaches may also wish to video athletes as this is a useful coaching aid and take photographs,

Key Concerns

The key concerns regarding the use of images of children/young people relate to:

- The possible identification of children when a photograph is accompanied by personal information
- The inappropriate use, adaptation or copying of images for use on child pornography or illegal websites
- The taking of inappropriate or unauthorised photographs or recorded images of children
- The identification and locating of children at risk; for example, because they have been removed from their family for their own safety, or there are restrictions on family contact following parental separation, or because they are a witness in criminal proceedings.

You need to be aware that there have been concerns about the risks posed directly and indirectly to children through the use of photographs on sports websites and other publications. Photographs can be used as a means of identifying children when they are accompanied with personal information. E.g. “this is X who lives at y, and goes to z school whose other hobbies include mountain biking and cello”. This sort of information can lead to the child being identified and vulnerable to an individual who may wish to start to “groom” that child for abuse. Photographs and information on the internet have also been used by estranged parents (e.g. in adoption or domestic violence circumstances) to identify, trace and cause significant difficulties for, or harm to children.

GBS recognises many of our athletes require wide media coverage in order to attract sponsors and followers. We also recognise that publicity and pictures/recordings of our athletes enjoying snowsport is essential to promote the sport and a healthy lifestyle. However, the following guidelines should be observed.

Guidelines for Photographic and Recorded Images

- There should be signed consent on athlete registration forms for parents/carers and the athletes to show their consent to opt-in to photographs and video recordings being made
- Parents and athletes should be able to ask to opt-out of photographs at the races we organise. However, due to the nature of the races in a mountain environment, it is not possible to guarantee photographs will not be taken
- All athletes featured in recordings must be appropriately dressed for the activity they are participating in
- Personal details which might make the young person vulnerable, such as their exact address or school should never be revealed
- Coaches should be allowed to use video equipment as a legitimate coaching aid and means of recording special occasions, however care should be taken in the dissemination and storage of the material which come within the Data Protection Act
- You should not use any images of a child or young person known to be the subject of any court order or who has denied you their consent
- Parents and spectators taking photographs and videos should only take them of their own children
- Any instances of the use of inappropriate images should be reported to the Lead Welfare Officer and to Children's Social Care or the Police where necessary.

Guidelines for Publishing Photographic and Recorded Images

- If a photograph is used, personal details of children such as an e mail address, home address and telephone numbers should never be revealed on a website or in print.
- It is usual practice to recommend if you name a child in an article, not to include their picture. However, for elite athletes it is reasonable to expect athletes to be named alongside a picture (but no other personal information should be included). The exception to this is where consent has been denied.
- Think about the level of consideration that you give to the use of images in all publications, for example the process used in choosing photographs for a publicity brochure. Apply an increased level of consideration to the images of children used on websites.

Guidelines for the Official Photographer

- Provide a clear brief about what is considered appropriate in terms of content and behaviour
- Issue the photographer with ID which must be worn at all times
- Inform the athletes and parents that a photographer will be in attendance and ensure they are aware photographs will be taken and have been given the opportunity to request to opt-out of any photographs or films that feature and clearly identify their child (e.g. close ups, small group and team photos). It should be made clear for International events it may not be possible to prevent photographs being taken and posted on line, particularly by other parent or spectators.
- The photographer may wish to take a wide angle general photographs. Parents/carers should be warned that this type of photograph may be taken

- Do not allow unsupervised access to children or one to one photo sessions at events
- Ensure if photographs can be viewed on the day, children do not give their e mail address to the photographer for photos to be emailed to them, but that the parents/carers email address is given
- Any other professional photographers attending the event (e.g. local press, TV etc) should seek accreditation with the event organiser by producing their professional identification for the details to be recorded. This should ideally be done a week before the event. At races abroad on a public hill it is recognized it may not be possible to enforce this.
- Ideally accreditation should include: name and address of person; names of subjects they are filming/photographing (if specific people); the reason the images are being taken, or where they will be used and a signed declaration that the information is valid and that the images will only be used for the reasons given.

Guidelines for National and International Events Organised by GBS

It is not possible to guarantee photographs will not be taken or published at events taking place which are often on mountains abroad. When GBS organises an event, for example the British races, it is suggested a statement is included in the race briefings such as:

The organisers may wish to publish photographs of some of the athletes taking part in this event to celebrate the sport and successes, and for promotional and publicity purposes. As athletes progress higher up the competitive ladder competing at international races, it is not possible to guarantee photographs will not be taken or published. Where general photographs are taken we will not normally publish the name. However we may wish to publish a photograph together with the name of podium placed athletes and others. All taking part in this event should be aware of this.

The organisers recognise there may be some athletes/parents who do not wish their photos to be published and they should complete and return the opt out form. The organisers will endeavour to respect these wishes, but cannot guarantee an athlete's photograph will not be published by us or others attending this event. The Event Organisers reserve the right to decline entry to any person unable to meet or abide by the promoter's conditions.

It is suggested if parents or athletes have any concerns in this regard, they contact the Event Welfare Officer who would advise. Their contact details are:

7.5 Guidelines for Transporting Children and Young People

It is important all steps are taken to ensure the safe transport of children and young people. You should be aware in other sports abusers have in the past abused children whilst transporting them, or groomed children whilst transporting them. The following guidance is issued as best practice. We know due to the nature of our camps this best practice cannot always be followed. Where this is the case you must be able to evidence why you did not follow our guidance.

Within GBS camps most athletes are transported by minibus. Please consider the following:

- If hiring transport, use a reputable company providing necessary insurance
- Where our staff are transporting athletes, GBS will ask for proof of driving convictions, penalty points, overseas insurance
- Ensure sufficient supervisors are on each minibus (male and female if mixed teams)
- Everyone travelling should have a seat and seat belt regulations must be adhered to for the country you are in. Seat belts must be worn by everyone at all times

- Parents/carers/other coaches should be issued with detailed information of drop-off and pick-up points and times
- All staff supervising children should be issued with relevant information of passengers e.g. name/contact number of parent/carer, name/contact number of person who is meeting them (if different), pick-up/drop-off point, medical information, emergency telephone number
- Children must not be dropped off if the person meeting them has not arrived
- An athlete under the age of 18 should not be alone in the vehicle with an adult
- If using mini-buses then consideration must be given to the relevant legislation, both in the UK and abroad.

Every effort should be made not to take a child alone in a car or minibus by a staff member, except in an emergency where there is no other adult available to accompany them. If transporting just one child, the child should sit in the back seat of the car/minibus. If only one member of staff is transporting children, and a child has to sit in the front seat of the minibus, ensure this is not the same child all the time.

See section on [Promoting Best Practice](#) for more information.

For more information about transporting children see the CPSU Briefing Paper on [Guidelines on transporting young people in your car](#).

7.6 Guidance on Missing Children

The Camp Welfare Officer must ensure there is clear guidance on reporting missing participants. As a general rule, away from the mountain, where a child is reported missing there should be a maximum of 20 minutes before the police are called. Clearly in a mountain environment the alarm may need to be raised much sooner or even immediately

For residential events, it is recommended the Team Manager has access to photos of children/young people (attached to their consent form) in the event of them having to report a participant missing to the police. A photocopy of their passport could be used for this purpose.

What to do if a young person is suspected of being missing If

the child is missing on the hill

1. Report this to the piste patrol or lift operators straight away
2. Do not let other athletes search for the child. Ensure they stay together in a safe place
3. Organise the remaining adults to conduct a search and report back to you within a short time
4. Proceed as below

If the child is missing off the hill

1. Ensure all other children continue to be supervised appropriately while a search for the child is carried out
2. If they have a mobile phone, try ringing them
3. Inform the head coach or designated Camp Welfare Officer
4. Make an immediate assessment of the situation. E.g. if the child was seen stepping into an unknown car, inform the Police immediately

5. Organise the remaining available adults to conduct a search of the surrounding area allocating each individual to a specific area. Ask them all to report back to you within a short time
6. Make a note of the circumstances in which the child has gone missing and where he/she was last seen. Prepare a detailed physical description of the child, to include their hair and eye colour, approximate height and build and clothing he/she was wearing, as this will be required by police
7. If the child is not found after a thorough search, call the Police – 999, 112 or appropriate number if abroad
8. Keep searching, if the child is subsequently found, call off the search and inform relevant parties including searchers, police and parents
9. If the child is not found, follow police guidance if further action is recommended and maintain close contact with the police
10. Record the incident on an Incident Report Form and report it to the Lead Welfare Officer.

DO NOT SEND OTHER YOUNG PEOPLE TO SEARCH

7.7 Dealing with Media Enquiries about an alleged Incident

Why we need a Media Strategy

Child abuse is an issue which will generate media interest. It is imperative to have an effective strategy for dealing with media enquiries. It is important to handle any initial enquiries in a way that will not aggravate the

situation or generate negative publicity. It is also important to be aware of legislation that prevents the naming of children and young people in the media and new legislation that prevents the naming of teachers, who may also be involved in snowsport.

GBS is committed to investigating all allegations.

All media enquiries regarding alleged child abuse or safeguarding issues should be referred on to the Chief Executive Officer of GB Snowsport – do not talk to the Press yourself.

Be prepared

- If you know of an allegation of child abuse, it is important to be prepared in advance for potential publicity.
- Contact the Lead Welfare Officer at GBS and give them **ALL** the facts. Don't hide anything or pretend the situation is not as serious as it is or might become. The press can put a large headline on even the smallest story and it is important that GBS is aware of all the details. The Lead Welfare Officer will liaise with the CEO and GBS Press Officer.

What to do when approached or contacted by a journalist

- A journalist may hear of an alleged case of abuse from a source or directly from a relative or

acquaintance of the alleged victim

- They are likely to approach you direct and ask for a response. It is worth remembering that the journalist may already have the story mapped out in his/her own mind, so what you say, and how you say it, is important
- Make sure you clearly hear the name of the journalist and the media they are working for. If necessary, ask them to repeat it and write it down
- Make sure you fully understand what the journalist is asking you. Ask them to repeat a question if necessary. You may be aware of the incident concerned but not always
- Do not say 'No comment' - it makes you sound guarded and as if you have something to hide
- Take a contact phone number where they can be easily contacted and find out when their deadline is
- Contact the CEO of GBS to discuss the matter and to enable him to formulate an appropriate response. If he/she is unavailable, contact the Lead Welfare Officer or GBS Press Officer
- The CEO will discuss the matter with the Lead Welfare Officer where necessary, who may have other information about the incident or person alleged to have committed the offence
- The CEO or GBS Officer of GBS will then respond to the journalist and inform you of that response.

The follow-up

Allegations of child abuse are rarely one-day stories, so be prepared for more phone calls and media enquiries. Just because one response has been given does not mean that the media won't have more questions in the future.

Follow the same procedure as before and contact GBS.

“Off the record” Journalists like nothing better than going 'off the record'. They use this tool to get more information but with the undertaking that they will not publish what you say. Never speak off the record in any situation involving Child Protection issues.

7.8 Safe Events

When organising an event, GBS will appoint an Event Welfare Officer. This will be someone who has undergone snowsport child safeguarding training.

The Event Welfare Officer's core responsibilities are to:

- Be responsible for safeguarding children at the event. Be a central point of contact for anyone who has any concerns regarding welfare of children at the Event
- Ensure the Event Photographic Policy is publicised and on display
- Ensure Incident Report Forms are completed where necessary and a copy forwarded to the Lead Welfare Officer at GBS without delay

- Ensure Accident Report Forms are completed where necessary and a copy forwarded to GBS who will ensure a copy is kept confidentially and in line with requirements (currently 7 years).
- Ensure that DBS checks have been completed in advance where necessary (see table below)
- Be vigilant and aware that race officials should not have unsupervised contact with children
- Be the central point of contact for a missing child and be responsible for organising the search and if necessary reporting to the Police. See Guidelines for Missing Children
- Ensure concerns are dealt with appropriately and where necessary make referrals to the Lead Welfare Officer at GBS, the Police or Children’s Social Care.

The Chief of Championships is responsible for the general risk assessment and running of the race. The TD assesses the physical risks of the course.

Minimum Learning Requirements & Safeguarding Checks for staff involved in an event:

Staff	Roles & Responsibilities	DBS	Safeguarding training*
Event Welfare Officer	Responsibility for implementation of event welfare plan	Yes	Yes
Coaches who are involved in the running of the event	Course setting, organising of event etc	Yes	Yes
Other Staff recruited by GBS	Other aspects of the event	Yes**	No
Race Officials	Responsibility for race or event procedures and protocol	No	Encouraged to do training, but not obligatory
Other helpers– should not have direct unsupervised contact with children	Supporting race officials and servicing the event	No	No
Coaches, team managers, drivers–NOT employed or arranged by Event Organisers	Not the responsibility of the Event Organiser		

*SportscoachUK Safeguarding & Protecting Children or see our [website](#) for up to date information of accepted safeguarding courses.

** If they are in an appropriate role and meet the frequency criteria

You should also refer to the Transport Guidelines and Supervision Guidelines

The Child Protection in Sport Unit (CPSU) has specific guidance for organising different sized events.

7.9 Codes of Conduct

Why do we need a code of conduct?

Codes of Conduct are important so everyone within GBS knows what is required of them and what is acceptable or unacceptable. We expect all members to share our values, including valuing children, respecting their rights and having a commitment to equality and fair play.

GB Snowsport has the following Codes of Conduct:

- [Team and SquadMembers](#)
- [Officials](#)
- [Parents](#)

All athletes are required to read, sign and abide by the Team and Squad Members Code of Conduct. This will hopefully prevent a problem arising in the future with conduct, but should you experience a problem with someone's behaviour, you can draw their attention to the relevant Code of Conduct and the Disciplinary Procedure.

All new coaches are asked to complete, return and abide by the Official's Code of Conduct.

SECTION 8

Useful Information

8.1 Relevant Legislation, Publications and Websites

The Child Protection in Sport Unit (CPSU) has up to date [information](#) on Child Protection legislation in England.

The practices and procedures within our Policy are based on principles contained within UK and International legislation and Government guidance.

Legislation

[Children Act 1989](#)

[Children Act 2004](#)

[Criminal Justice and Court Services Act 2000](#)

[Data Protection Act 1998](#)

[Equality Act 2010](#)

[Human Rights Act 1998](#)

[Protection of Children Act 1999](#)

[Protection of Freedoms Act 2012 - Part 5 Safeguarding of Vulnerable Groups](#)

[Public Interest Disclosure Act 1998](#)

[Safeguarding Vulnerable Groups Act 2006](#)

[Sexual Offences Act 2003](#)

[Sexual Offenders Act 1997](#)

[United Nations Convention on the Rights of the Child](#)

Publications and Guidance

[Working Together to Safeguard Children 2015 - Guide to Inter-agency working](#)

[Safe Sport Events, Activities and Competitions](#) A booklet to support organisers of sports events ensure the safety and welfare of children. Provides guidance on roles and responsibilities, recruitment and training,

reporting procedures for concerns and health and safety.

Safeguarding deaf and disabled children in sport A training resource to help sports organisations include and safeguard deaf and disabled children more effectively.

Standards for Safeguarding and Protecting Children in Sport A downloadable booklet from the CPSU that provides a benchmark for sports organisations make informed decisions, promote good practice and challenge practice that is harmful to children.

What to do if you are worried a child is being abused 2015 This document is for anyone whose work brings them into contact with children and families and is relevant to those working in all sectors (including sports).

Information Sharing (HM Government 2015)- This document provides advice for anyone providing safeguarding services to children, young people, parents and carers. It aims to help people decide when and how to share personal information legally and professionally.

Websites

[Ann Craft Trust](#) – Organisation supporting organisations with safeguarding adults

[Anti-bullying Alliance](#) - Brings organisations together to influence policy, and develop a consensus around how to stop and prevent bullying.

Anti-bullying activities and exercises - CPSU has produced some task cards to help clubs and organisations develop an anti-bullying culture. Ideal to raise awareness of bullying, help children in your club get involved and ensure they know what to do if they are being bullied, or witness bullying.

ChildLine - Information and support for children

Child Protection in Sport Unit (CPSU) - An abundance of useful information with resources, news and events, guidance, training, research etc.

Department of Education Advice for head teachers, staff and governing bodies on preventing and responding to bullying

Kidscape UK charity established specifically to prevent bullying and child sexual abuse

[Snowsport England Safeguarding](#) – See the child protection policy and other safeguarding policies plus lots of guidelines on best practice and forms and templates. This is primarily a resource for Clubs.

Other Useful Information and further Reading from CPSU

[Safeguarding the Elite Young Athlete](#)

[Guidelines on transporting a child or young person in your car](#)

[Self harming in sport](#)

Away trips and hosting

Preventing abuse of positions of trust within sport

In at the deep end

Safeguarding Youth Sport Booklet

8.2 Useful Contact Details

Snowsport Contacts for Safeguarding (please complete local details)

Person Responsible for Welfare in Your Discipline	Name: <input type="checkbox"/> <input type="checkbox"/>
GBS Lead Welfare Officer	Name: Bridget Owen <input type="checkbox"/> +44 (0) 7807 026247 <input type="checkbox"/> bridget.owen@gbsnowsport.com
CEO of GBS	Name: Vicky Gosling <input type="checkbox"/> vicky.gosling@gbsnowsport.com

Local Contacts for Safeguarding (please complete local details)

Complete YOUR local details – but be aware you will need to contact Children’s Social Care in the County the child lives; your local contact can give you their details.

Local Children’s Social Care, including out of hours contact. NB In an emergency the Samaritans (see below) will have the Social Care Duty Officer’s contact number	<input type="checkbox"/>
Local Authority Designated Officer (LADO)	Name: <input type="checkbox"/>
Local Safeguarding Children Board (LSCB)	<input type="checkbox"/>
Police – Emergency Police – Non emergency local office Local Police Child Protection Team	<input type="checkbox"/> 999 (or 112 - emergency EU no) <input type="checkbox"/> 101 <input type="checkbox"/>

National Contacts for Safeguarding

ChildLine UK – 24 hour helpline for children	<input type="checkbox"/> +44 (0) 800 1111
Child Exploitation and Online Protection Centre	<input type="checkbox"/> +44 (0) 870 000 3344
Child Protection in Sport Unit (CPSU)	<input type="checkbox"/> +44 (0) 116 234 7278

Kidscape – helpline for adults concerned about bullying	<input type="checkbox"/> +44 (0) 8451 205 204
NSPCC Freephone – 24 hour helpline for adults concerned about a child	<input type="checkbox"/> +44 (0) 808 800 5000
The Samaritans	<input type="checkbox"/> +44 (0) 8457 909090

Contact The Lead Welfare Officer if you need help finding any of these numbers. Do it now – before you need it!

8.3 Glossary of Terms and Abbreviations

GBS	GB Snowsport
CEOP	Child Exploitation and Online Protection Centre
Child	A child is anyone who has not yet reached their 18 th birthday
Child Protection	Child protection is part of safeguarding and promoting welfare. This refers to the activity undertaken to protect specific children who are suffering, or are at risk of suffering, significant harm as a result of maltreatment. In a proactive safeguarding environment, the need for action to protect children from harm is reduced.
Children’s Social Care	The services formerly known as Social Services (the name may vary around the country)
CPSU	Child Protection in Sport Unit
DBS	Disclosure and Barring Service.
DBS check	Disclosure and Barring Service check (previously known as CRB disclosure)
LADO	Local Authority Designated Officer (in England). The LADO should be involved if an allegation is made about someone (in England) who works or volunteers with children (eg a coach) – as opposed to a family member or friend. The role of the LADO is to support organisations where concerns have arisen in relation to the behaviour towards children of a member of staff or volunteer in a position of trust or responsibility.
Lead WO	The Lead Welfare Officer at GB Snowsport to whom all concerns should be reported and from whom advice can be sought
LSCB	Local Safeguarding Children’s Board
NSPCC	National Society for the Prevention of Cruelty to Children
PVG	Protection of Vulnerable Groups Scheme – Disclosure Scotland’s Disclosure Service for criminal records

Regulated Activity (RA)	Regulated Activity (RA) is work that a barred person must not do and in this Policy will relate to Children. In snowsport it includes unsupervised teaching, training, instructing, caring for, advising, guidance on well-being, or supervising children or driving a vehicle only for children.
Regulated Work (RW)	In Scotland, RW is work that a barred person must not do and in this Policy will relate to children. For snowsport purposes it is very similar to RA (above).
Safeguarding and promoting the welfare of children	Proactively promoting the welfare of children and working in a positive way to ensure everyone is following best practice regarding child welfare. If there is a good safeguarding culture, the need for “child protection” measures will be reduced.
SIBS	Safeguarding In British Snowsport (formerly BSCWG). This comprises the Lead Welfare Officers of Snowsport England, Snowsport Scotland, Snowsport Wales/Cymru, BASI, GBS, DSUK.
Staff/Volunteer/Consultant	The terms “Staff” and “Consultant” refer to paid employees, and the term “Volunteer” to someone giving their time for free, but who may be reimbursed out of pocket expenses. For the purposes of this Policy, these terms are all interchangeable and the Policy applies directly, or indirectly, equally to all. In safeguarding, anything that applies to paid employees also applies equally to volunteers.
Working/Volunteering	For the purpose of this Policy, these terms are interchangeable. In safeguarding, anything that applies to working, also applies to volunteering.
WADA	World Anti-Doping Agency - promotes, coordinates and monitors the fight against doping in sport in all its forms.