

Old Wilsonians Squash Club

Safeguarding Handbook (Juniors & Adults)

This handbook consolidates Old Wilsonians Squash Club safeguarding policies. Club Welfare Officer: Nick Thompson.

Club Welfare Officer

Nick Thompson

Contents

1. Child Safeguarding Policy
2. Adult Safeguarding Policy
3. Equality Policy
4. Anti-Bullying Policy
5. Code of Conduct
6. Photography & Filming Policy
7. Online Safety & Communications
8. Changing Facilities Guidance
9. Transportation & Pick■Up Policy
10. Unaccompanied Children Guidance

Child Safeguarding Policy

Old Wilsonians Squash Club is committed to a safe, inclusive and positive environment for children, young people and adults at risk. We adopt England Squash's safeguarding framework and implement best practice at club level, including clear reporting, safer recruitment/DBS, training, supervision, and information sharing protocols.

Purpose & Scope

Applies to anyone under 18 involved in club activity. We recognise our duty under the Children Act and adopt England Squash's policy and procedures for safeguarding children and young people.

Principles

The welfare of the child is paramount; all children have the right to be protected from abuse and poor practice; safeguarding is everyone's responsibility; equality, diversity, and inclusion are integral to safe sport.

Roles & Responsibilities

Committee ensures policy implementation and resources; coaches/volunteers follow good practice and complete safeguarding training; parents/carers are partners in safety; the Club Welfare Officer coordinates concerns and reporting.

Types & Indicators of Abuse

Physical, emotional, sexual abuse and neglect; bullying and cyberbullying; grooming; discriminatory abuse; peer-on-peer abuse. Staff and volunteers will be alert to signs and patterns of concern and act promptly.

Safer Practice

Use consent forms and registers; maintain appropriate adult-to-child supervision ratios; plan safe sessions; follow changing room, transport and pick-up guidance; only communicate with juniors via approved channels with parent/carer copied.

Reporting & Recording: If anyone is in immediate danger, call emergency services. Otherwise, raise concerns with the Club Welfare Officer (Nick Thompson) and/or via England Squash's reporting routes. Use the club log of concern to record facts, actions and decisions, store securely, and share on a need-to-know basis.

Club Welfare Officer: Nick Thompson is the named Welfare Officer for the club. Contact details are published on the club website.

Review: This policy will be reviewed annually, or sooner following an incident, change in legislation, or England Squash guidance.

References:

England Squash – Safeguarding Children & Young People Policy and Procedures (2024 PDF)

England Squash – Safeguarding: Policies & Guidance (hub):

<https://www.englandsquash.com/safeguarding/policies-and-procedures>

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Adult Safeguarding Policy

Old Wilsonians Squash Club is committed to a safe, inclusive and positive environment for children, young people and adults at risk. We adopt England Squash's safeguarding framework and implement best practice at club level, including clear reporting, safer recruitment/DBS, training, supervision, and information sharing protocols.

Purpose & Scope

Applies to adults at risk (as defined in safeguarding legislation). We follow England Squash's adults policy and the Care Act principles.

Key Concepts

Making Safeguarding Personal: seek the adult's views and outcomes; support decision making; consider mental capacity and best interests where applicable.

Abuse, Neglect & Indicators

Physical, emotional/psychological, sexual, financial/material, neglect, discriminatory, organisational, domestic abuse; be alert to signs and patterns.

Reporting & Multi-Agency

Respond proportionately; seek consent to share unless risk of serious harm; work with local authority safeguarding teams; maintain secure records.

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References:

England Squash – Safeguarding Adults Policy and Procedures (2024 PDF)

England Squash – Safeguarding: Policies & Guidance (hub):

<https://www.englandsquash.com/safeguarding/policies-and-procedures>

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Equality Policy

Old Wilsonians Squash Club is committed to a safe, inclusive and positive environment for children, young people and adults at risk. We adopt England Squash's safeguarding framework and implement best practice at club level, including clear reporting, safer recruitment/DBS, training, supervision, and information sharing protocols.

Policy Statement

We provide fair and equitable access to squash regardless of age, sex, disability, race, religion/belief, sexual orientation, or socioeconomic status, in line with England Squash equality commitments.

Implementation

Inclusive coaching and competitions; reasonable adjustments; unbiased selection; accessible communications; complaints route for discrimination; periodic monitoring and review.

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<https://www.englandsquash.com/safeguarding/policies-and-procedures>

England Squash – Code of Conduct & Governance Policies: <https://www.englandsquash.com/about-us/governance/policies>

Anti-Bullying Policy

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Policy Statement

Zero tolerance of bullying, harassment and victimisation, including online/cyberbullying.

Prevention & Education

Promote respect through codes of conduct and role modelling; clear reporting routes for juniors and adults; bystander guidance.

Response

Record and investigate concerns; support those affected; apply proportionate sanctions and learning measures; review contributing factors.

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Code of Conduct

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Applicability

Standards apply to players, parents/carers, coaches, officials, volunteers and committee members, on and off court and online.

Standards

Respect, integrity, inclusivity, safety, anti-bullying and anti-discrimination; safeguarding first culture; compliance with club rules and England Squash code.

Breaches

Low level issues managed locally where appropriate; serious or repeated breaches may trigger formal complaints procedures and England Squash disciplinary routes.

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Photography & Filming Policy

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Consent & Identification

Obtain parental/carers consent for juniors; avoid publishing full names with images; provide opt out options at events.

Safe Capture & Storage

No photography in changing areas; use club devices where possible; store images securely and limit access; avoid geotagging.

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Online Safety & Communications

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Club Channels

Use approved platforms; group messaging moderated by admins; no 1 to 1 direct messaging with juniors—include parent/carers.

Digital Conduct & Privacy

Be respectful; protect personal data; report harmful content; follow England Squash online safety guidance.

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Changing Facilities Guidance

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Access & Supervision

Provide separate changing arrangements for juniors and adults where feasible; supervision occurs outside changing rooms; no photography.

Good Practice

Coaches/volunteers may only enter changing areas if necessary for safeguarding and, where possible, with another adult present.

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Transportation & Pick■Up Policy

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General

Parents/carers are responsible for routine transport unless part of an organised club trip with risk assessment and consent forms.

Pick■Up & Late Collection

Define collection points and times; never leave a junior alone; follow the club's late collection procedure and record the incident.

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Unaccompanied Children Guidance

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When Permitted

Set clear rules for when juniors may attend without a parent/carers; ensure a named session leader is present and registers are taken.

Expectations

Parents/carers must provide up to date emergency contacts and be contactable during sessions; juniors briefed on behaviour and pick up points.

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