



Child Protection Guidelines

Harpenden Hockey Club acknowledges that good practice when dealing with children is essential. All people dealing with young players on our behalf are expected to adhere to the following guidelines:

- Always be publicly open when working with young players.
- Ensure that wherever possible there is more than one adult present during activities involving young people.
- Be aware that any physical contact with a young person may be misinterpreted. As manual support is rarely required in the sport of hockey if you feel that it is necessary the reasons should be clearly explained to the child beforehand.
- Treat all young people with respect.
- Respect a young person's right to personal privacy.
- Encourage young people to feel comfortable enough to point out attitudes or behaviour that they do not like.
- Remember that someone might misinterpret your actions, no matter how well intentioned.
- Recognise that special caution is required when dealing with sensitive issues with young people.
- Always challenge unacceptable behaviour and report all allegations or suspicions of abuse.
- Do not spend time alone with young people without the full knowledge and consent of their parents.
- Do not allow allegations of a young person to go unchallenged, unrecorded or not acted upon.

What to do:

If a child says or indicates that he / she is being abused or you have concerns about the wellbeing of a child you should:

- Take the time to listen seriously to what the young person is saying. Do not jump to conclusions without checking the facts or exaggerate or trivialise the issues raised.
- Reassure the young person that they have done the right thing in telling you, but do not make promises about what you can and cannot do.
- Quietly state that as you take this seriously you will have to talk to someone else about it. This may distress them but it is vital that you do take the information to the appropriate place.
- Do not cross examine the young person or ask specific questions about details. Ask questions for clarification only and avoid asking questions that suggest a particular answer.
- Make a full record of what has been said, heard or seen as soon as possible, taking care to use the child's own words where possible. Always tell the young person that this is what you will do.
- Ask the child if immediate protection is needed.



- If the child requires immediate medical attention, call an ambulance and inform the control room there is a child welfare concern.
- Complete the Child Protection Incident Report Form and contact the club's Welfare Officer (or relevant Club Captain if the Welfare Officer is not available) as soon as possible.

The welfare officer is Vijay Patel.

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