



## **Barnet Football Club Academy**

**The Hive London Stadium**

**Camrose Avenue**

**Edgware**

**HA8 6AG**

## **Safeguarding Policy**

**Version 1**

**Academy Policy 1 – C - 01**

**Reviewed July 2025**

## 1. Barnet Football Club Academy Responsibility

Barnet Football Club Academy acknowledges its responsibility to safeguard the welfare of every child and young person who has been entrusted to its care and is committed to working to provide a safe environment for all members. A child is anyone under the age of 18 engaged in any club football activity. We subscribe to The Football Association's (The FA) Safeguarding Children – Policy and Procedures and endorse and adopt the Policy Statement contained in that document.

## 2. The key principles of The FA Safeguarding Children Policy are that:

- the child's welfare is, and must always be, the paramount consideration.
- all children and young people have a right to be protected from abuse regardless of their age, gender, disability, race, sexual orientation, faith or belief
- all suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- working in partnership with other organisations, children and their parents/carers is essential.

We acknowledge that every child who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from poor practice and abuse

Barnet Football Club Academy recognises that this is the responsibility of every member of staff involved in our club.

## 3. Barnet Football Club Academy has a role to play in safeguarding the welfare of all children by protecting them from physical, sexual or emotional harm and from neglect or bullying. It is noted and accepted that The Football Association's Safeguarding Children Regulations (see The FA Handbook) applies to everyone in football whether in a paid or voluntary capacity. This means whether you are a volunteer, match official, helper on club tours, football coach, club official or medical staff.

## 4. We endorse and adopt The FA's responsible, recruitment guidelines for recruiting volunteers and we will:

- Specify what the role is and what tasks it involves
- Request identification documents
- As a minimum meet and chat with the applicant(s) and where possible interview people before appointing them
- Ask for and follow up with 2 references upon appointing someone
- Require an FA DBS Unit Enhanced Disclosure where appropriate in line with FA guidelines.

All current Barnet Football Club Academy staff who are regularly caring for, supervising, training or being in sole charge of children will have been required to complete a DBS Enhanced Disclosure via The FA DBS Unit prior to commencing work.

If there are concerns regarding the appropriateness of an individual who is already involved or who has approached us to become part of Barnet Football Club, guidance will be sought from The Football Association. It is noted and accepted that The FA will consider the relevance and significance of the information obtained via The FA DBS Unit

Enhanced Disclosure and that all decisions will be made in the best interests of children and young people.

It is accepted that The FA aims to prevent people with a history of relevant and significant offending from having contact with children and the opportunity to influence policies or practice with children. This is to prevent direct sexual or physical harm to children and to minimize the risk of 'grooming' within football.

##### 5. Barnet Football Club supports The FA's Whistle blowing Policy.

Any child or young person with concerns about a colleague can 'whistle blow' by contacting The FA Safeguarding Team on 0207 745 4787, by writing to The FA Case Manager at The Football Association, 25 Soho Square, W1D 4FA or alternatively by going direct to the Police, Children's Services or the NSPCC. YCITC encourages everyone to know about it and utilise it if necessary. The first point of contact to report confidentially can be via the Senior Safeguarding Manager, 07956-518517 or using the QR code on the club's website.

##### 6. Barnet Football Club has appointed a Welfare Officer (Senior Safeguarding Manager) in line with The FA's role profile and required completion of the Safeguarding Children and Welfare Officers Workshop and the EFL Senior Safeguarding Manager course.

The SSM will be trained in safeguarding and the welfare officer role provided by The FA and/or County FA and EFL. The SSM/WO is the first point of contact for all Academy staff regarding concerns about the welfare of any child or young person. The SSM/WO will liaise directly with the County FA (CFA) Welfare Officer and will be familiar with the procedures for referring any concerns. They will also play a proactive role in increasing awareness of Respect, poor practice and abuse amongst staff members. There are posters displayed around the academy areas with a QR code for confidential reporting and identifying streams on contact for academy players should they require.

##### 7. Barnet FC Academy acknowledge and endorse The FA's identification of bullying as a category of abuse. Bullying of any kind is not acceptable at our club. If bullying does occur, all players or parents/carers should be able to tell and know that incidents will be dealt with promptly. Incidents need to be reported to the SSM/WO.

8. Respect codes of conduct for Players, Parents/Spectators, Officials and Coaches have been implemented by Barnet Football Club Academy. To validate these Respect codes of conduct the club has clear actions it will take regarding repeated or serious misconduct at club level and acknowledges the possibility of potential sanctions which may be implemented by the County FA in more serious circumstances.

9. Reporting your concerns about the welfare of a child or young person.

Safeguarding is everyone's responsibility if you are worried about a child, it is important that you report your concerns – no action is not an option.

i. If you are worried about a child then you need to report your concerns to the SSM/WO.

ii. If the issue is one of poor practice the SSM/WO will either:

- deal with the matter themselves or
- seek advice from the County FA Welfare Officer

iii. If the concern is more serious – possible child abuse, where possible, contact the County FA Welfare Officer first, then immediately contact the Police or Children's Services

iv. If the child needs immediate medical treatment take them to a hospital or call an ambulance and tell them this is a child protection concern. Let your SSM/WO know what action you have taken, they in turn will inform the County FA Welfare Officer.

v. If at any time you cannot contact your SSM/WO or the matter is clearly serious then you can either:

- contact your County FA Welfare Officer directly
- contact the Police or Children's Services
- call the FA/NSPCC 24-hour Helpline for advice on 0808 800 5000 or Deaf users text phone 0800 056 0566

The FA's Safeguarding Children Policy and Procedures are available via [www.TheFA.com/Footballsafe](http://www.TheFA.com/Footballsafe) – click on the 'downloads' under Policy and Procedures. The policy outlines in detail what to do if you are concerned about the welfare of a child and includes flow diagrams which describe this process.

How to make a referral is also covered in the Safeguarding Children workshop. Participants are given the opportunity to discuss how this feels and how best they can prepare themselves to deal with such a situation.

10. Contacts and further advice on Safeguarding Children matters can be obtained from:

Senior Safeguarding Manager / Club Welfare Officer

Andy Wigley

07956 518517

[hivesafeguarding@thehivelondon.com](mailto:hivesafeguarding@thehivelondon.com)

Middlesex County FA Welfare Officer

Daniel Perkins

020 8515 1920

[Safeguarding@middlesexfa.com](mailto:Safeguarding@middlesexfa.com)

- [www.TheFA.com/Footballsafe](http://www.TheFA.com/Footballsafe)
- Emailing – [Footballsafe@TheFA.com](mailto:Footballsafe@TheFA.com)
- The FA Safeguarding Children general enquiry line 0845 210 8080

### Late Collection Policy

Introduction:

Late collection of children by parents presents Barnet Football Club Academy and its coaches with a potentially difficult situation.

a) Guidelines for Parents:

It is the parent's responsibility to ensure they have contact details for their child's coach.

b) It is not the coach's responsibility to transport children home on behalf of parents who have been delayed.

c) Parents/carers MUST phone their child's coach or the Academy if there is any likelihood of late collection.

d) Parents MUST provide, where possible, two alternative contact names and numbers including the relationship to the child, for staff to use when they are not available on their usual numbers.

2. Guidelines for Coaching Staff:

In the event of a parent/guardian failing to collect a child at the agreed session finish time.

- a) the coach will wait with the child/young person at the sport facility, with other staff/volunteers or parents present if at all possible.
- b) Coaching staff will keep a record of all calls, times and outcomes.
- d) The coach will then make all the necessary arrangements to attempt contact with the parent/guardian using emergency contact numbers.
- e) If all attempts fail, the coach will then contact the Academy SSM/WO for further guidance. Where possible, this will be done in an open environment with another coach in attendance.

3 Coaching Staff will:

- Never take the child home or to any other location.
- Never send the child home with another person without permission from a parent or carer.
- Never ask a child to wait in a vehicle or sport facility with you alone.
- Never spend time alone with children away from others.
- Never transport a child to or from an event or activity.
- Never send a child away from the facility alone.

Senior Safeguarding Manager:

Name: Andy Wigley

Contact number: 07956-518517

Email: awigley@thehivelondon.com

Middlesex County FA Designated Safeguarding Officer:

Name: Daniel Perkins

Contact number: 02085151920

Email: safeguarding@middlesexfa.com

The FA Safeguarding Case Management Team:

safeguarding@thefa.com

Version	Date	Changes	Action