



GUIDELINES FOR REPORTING INITIAL CONCERN ABOUT A CHILD'S WELFARE

Do you know what to do in case of an incident, accident, allegation, or disclosure?

Here at CRISC we have two designated Club Welfare officers. They are the first point of contact if you have any concerns regarding a child's welfare, alternatively you can contact the British Ice Skating's Lead Safeguarding Officer.

Staff and volunteers in ice skating are not expected to be experts in recognition however, all people working within ice skating have a duty of care to be vigilant and respond to suspicions of poor practice, abuse or bullying appropriately. This does not mean that it is your responsibility to decide if a situation is poor practice, abuse or bullying, but it is your responsibility to report your concerns.

It is not the Club's responsibility to decide if a child or adult is being abused or poor practice has occurred. Any concerns or allegations will be managed by British Ice Skating, with the Club's co-operation and assistance.

To respond to a disclosure from a child or adult

If you witness or become concerned about someone's behaviour, or someone tells you they or another person is being or has been abused you should:

What to Do:

1	Stay calm – do not rush so you don't frighten the individual as this may lead to the withholding of information
2	Always reassure – the individual that he/she is not to blame that they were right to raise awareness of this issue
3	Follow confidentiality procedures – this includes telling the individual that you may have to inform others to help stop the abuse. Confidentiality must be maintained but any concerns or information relating to possible abuse must be shared on a need to know basis
4	Ensure the safety of the individual – if urgent medical attention is required, then call an ambulance, inform the paramedics/doctor of concerns and ensure they are aware of the safeguarding/protection issue
5	Take notes – completing of the incident report form. All concerns will be treated with a 'non-judgemental' and 'open mind' and be handled in a fair and equitable manner
6	You –in order to ensure that your wellbeing is not hindered during a safeguarding issue please be aware that there are support mechanisms for you to access. If you think the situation is an emergency, contact you Club Welfare Officer or British Ice Skating's Lead Safeguarding Officer. If they are not immediately available then you should contact your local children's social care, Local Area Designated Officer or police without delay. Expert advice can also be provided by the NSPCC Helpline on 0808 800 5000



Please Don't:

1	Rush into actions that may be inappropriate. Do not approach the alleged accuser and do not take actions that may compromise/destroy evidence e.g. washing clothes, showering etc
2	Express your emotions and or make promises – the individual will need reassurance not an emotional response, blame or denial. Don't guarantee promises you cannot keep
3	Take sole responsibility – ensure that you consult, refer and handle appropriately
4	Speculate or make assumptions – outcomes will be focused on evidence and fact. In addition, do not assume that someone else is aware of the abuse and that they are taking action to stop the abuse
5	Interview the child or adult or probe them for detailed information as this could compromise future police enquiries. Ascertain basic information in order to pass the concern on

It is important that information regarding the concerns are recorded properly and promptly. To assist with this process, CRISC has developed an Initial Concern Reporting form, which outlines the information that is required.

This can be found via our website at:

https://docs.wixstatic.com/ugd/d673de_2cc9700e03a64029bec4114819793499.pdf

Organisation	Contact details
CRISC Welfare Officers	Michele Bandy Lauren Hounsome welfare@crisc.co.uk
British Ice Skating	Michelle Draper British Ice Skating's Lead Safeguarding Officer High Cross Street Hockley Nottingham NG1 3AX www.iceskating.org.uk Tel: 01159 888 060 / 07535 041881 Michelle.Draper@iceskating.org.uk
NSPCC Helpline (24 hours)	Tel: 0808 800 5000 Website: www.nspcc.org.uk
NSPCC – Child Protection in Sport Unit (CPSU)	Tel: 0116 234 7278 Email: cpsu@nspcc.org.uk
Local Authority Designated Officers (LADO)	Tel: 0333 013 9797 Email: childrens.safeguarding@essex.gov.uk
Local Safeguarding Children's Board (LSCB)	Website: www.safenetwork.org.uk
Victim Support Helpline	Tel: 0845 3030 900 Website: www.victimsupport.org.uk
Childline	Tel: 0800 1111 Website: www.childline.org.uk

