

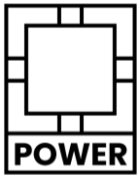
## Safeguarding Policy

### DOCUMENT DETAILS

Document Reference	Power GT Safeguarding Policy
Version	3.0
Issue Date	November 2025
Review Date	July 2026
Document Author / Owner	Charlotte Cunningham / Power Gymnastics Trampoline
Applicability	All users and employees of Power GT

### VERSION HISTORY

Version	Date	Reason for release / version update	Issued by
1.0	June 2024	Creation of documentation	Charlotte Cunningham
2.0	July 2025	Addition of new club welfare officer	Charlotte Cunningham
3.0	November 2025	Increased clarity on parental expectations regarding transfer of duty of care of minors. Addition of whistleblowing procedure.	Charlotte



Operating Address: Billesley Tennis Centre  
Wheelers Lane

## MISSION STATEMENT

Power GT aims to produce happy, motivated, and confident athletes by providing a disciplined and inclusive programme.

## Key Contact Information

Welfare Officer: Faye Owen

Contact Email: [pgtsafeguardingandwelfare@outlook.com](mailto:pgtsafeguardingandwelfare@outlook.com)

Contact Number: 07828848763



**Name:** Joanne Lester O'Keeffe

**Email Address:** [pgtsafeguardingandwelfare@outlook.com](mailto:pgtsafeguardingandwelfare@outlook.com)

**Contact Number:** 07847742629

Governing Body (and external contact): British Gymnastics Contact

Email: [safeguarding@british-gymnastics.org](mailto:safeguarding@british-gymnastics.org) Contact

Number: 0345 129 7129

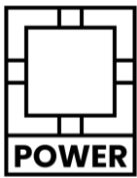
This policy will be made available to all parents on request and is available on the club website. This policy applies to all staff, governors, and volunteers of the club. It also applies to gymnasts within the club.

Safeguarding and promoting welfare of children is defined as:

- Protecting children from maltreatment
- Preventing impairment of children's mental and physical health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best possible outcome

Child protection is part of safeguarding and promotes welfare. This refers to the activity that is undertaken to protect specific children who are suffering, or are likely to suffer, significant harm.

Safeguarding is everyone's responsibility, and anyone can make a referral to external agencies.



External Contacts:

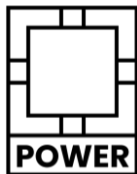
British Gymnastics Safeguarding Team	Contact Email: <a href="mailto:safeguarding@british-gymnastics.org">safeguarding@british-gymnastics.org</a> Contact Number: 0345 129 7129
Local Authority Designated Officers (LADO)	Email: <a href="mailto:Ladoteam@birminghamchildrentrust.co.uk">Ladoteam@birminghamchildrentrust.co.uk</a> Contact Number: 0121 675 1669
Police Public Protection Unit: 24 hours non-emergency Emergency	Contact Number: 101 Contact Number: 999
NSPCC Helpline	0808 027 0285

The five main elements of our policy:

- Ensuring we practice safer recruitment in checking the suitability of staff and volunteers to work with children;
- Raising awareness of child protection issues and equipping children with the skills needed to keep them safe i.e. teaching them when to recognise when they are at risk and how to get help when they need it;
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases of abuse;
- Establishing a safe environment in which children can learn and develop.
- Ensuring we keep the safe environment to allow gymnasts to love the sport of gymnastics.

Power GT aims to:

- Establish and maintain an environment where children feel safe, secure, valued and respected and are encouraged to talk, believing they will be listened to;
- Ensuring children know that there are adults within the club who they can approach if they are worried or in difficulty;
- Operate safer recruitment procedures and make sure that all appropriate checks are carried out on new staff and volunteers who will work with children including identity, right to work, enhanced DBS criminal record and barred list (and oversees where needed)



## Training

All coaches and volunteers at Power GT will undergo safeguarding training every 2 years, in line with British Gymnastics requirements. Training will include:

- Information relating to signs and symptoms of abuse (including Physical abuse, emotional abuse, sexual abuse, neglect and bullying);
- How to maintain a disclosure from a child;
- When and how to record a concern and about the welfare of a child;
- Advice on safe working practice.

The designated Welfare Officer will undergo additional Safeguarding training including the time to listen course. All coaches, volunteers and regular visitors will be told where this policy is kept, given the name of the Welfare officers, and be kept informed of the club's reporting procedures. Procedures work on a need to know basis following the UK data protection act 2018.

## Responsibilities

### Parent / Guardians

#### **Collection and drop off**

1. Parent, guardians or responsible adult (18+) of the participant must be present for the drop off & collection of the gymnasts upon arrival and dismissal of participants under the age of 16.
2. Participants under the age of 18 but over the age of 16 must be required to have written consent from their legal parent or guardian to make their own way to or leave their session without adult supervision.
3. Participants who are in secondary school, with written consent from legal parents or guardians, may make their own way to their adult being collected in the car park.

#### **Supervision during the session**

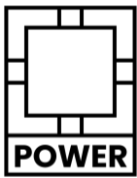
Parents or guardians are not permitted to leave site during the session until the gymnast is aged 8; where from age 8 gymnasts are allowed to access the toilets themselves during the lesson.

#### **Photography**

Under no circumstances must parents or guardians take photographs or videos from the spectators area.

### Welfare Officer

The welfare officer will coordinate action on safeguarding and promoting the welfare of children within the club. The welfare officer is associated with Power GT but not part of the main coaching team. They are responsible for:



- Providing a mechanism to ensure that all staff and volunteers understand and can discharge their role and responsibilities of safeguarding children;
- Maintaining a confidential record of safeguarding concerns raised by any associates with Power GT and deciding on appropriate actions;
- Ensuring all child protection documents are kept securely, separately from Power GT's main files, and in locked/password protected locations;
- Providing advice for staff and volunteers who have received disclosures from any young person associated with the club;
- Develop effective links with relevant agencies and professionals and co-operate as required within their enquiries regarding safeguarding matters;
- Ensure that grievances or complaints are dealt with promptly and in accord with the grievance / complaints procedure.

### Main Coaching Staff and Volunteers

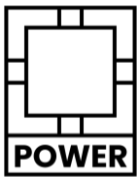
Main coaching staff and volunteers are responsible for safeguarding any child within Power GT's care. They are responsible for:

- Providing a safe and secure environment where children feel valued and respected and are encouraged to talk, believing they will be listened to;
- Ensuring children know that there are adults within the club who they can approach if they are worried or in difficulty;
- Pass any concerns to the welfare officer in the form of a safeguarding report or email;
- Ensuring that the best coaching practice guidelines are followed at all times;
- Ensuring that there is minimum of two responsible adults at all training sessions;
- Ensure that staff are adhering to the staff and volunteer code of conduct.

### Procedure for Managing Concerns

All staff and volunteers are provided with the following advice when receiving any disclosure:

- Listen carefully to what is said;
- Do not promise confidentiality;
- Ask only open questions such as:
  - o "Can you tell me what happened?"
  - o "Please explain what you mean when you say...?"
  - o "Can you describe the person?" or "Can you describe the place?"
- Do not ask questions which may be considered to suggest what might have happened, or what has



perpetrated the abuse e.g. “Did your Dad hit you?”

- Do not force the child to repeat what he/she said in front of another person All

staff and volunteers must:

- Not begin an investigation – for example by asking the child what happened in writing or taking photos of injuries. Any concerns should be reported to the Welfare Officers, or in extreme and urgent cases, the emergency services;
- Maintain the viewpoint “it could happen here”
- Report any concerns that they have had, and not see these as insignificant, without delay VIA an email to the welfare officer that.

Power GT also follows the British Gymnastics Safeguarding and Compliance Policies which can be found [Safeguarding and Compliance Policies - British Gymnastics \(british-gymnastics.org\)](https://www.british-gymnastics.org/safeguarding-and-compliance-policies)

## Whistleblowing

Whistleblowing refers to raising a concern about misconduct, poor practice, or possible abuse by another member of staff, volunteer, or coach.

### Allegations Against Staff, Coaches or Volunteers

An allegation is any information that suggests a person working with children has:

- Behaved in a way that has harmed, or may have harmed, a child;
- Possibly committed a criminal offence against or related to a child; or
- Behaved in a way that indicates they may pose a risk of harm to children.

### Procedure:

1. Any allegation or concern must be reported immediately to the **Welfare Officer**.
2. The Welfare Officer will contact the **LADO** within one working day to seek advice and follow their instructions.
3. No internal investigation should take place until advised by the LADO or British Gymnastics.
4. If the allegation concerns the **Welfare Officer** or **Head Coach**, the report must be made directly to the **LADO** or **British Gymnastics Safeguarding Team** without delay.
5. Records of all allegations and actions taken will be kept securely and confidentially.

Power GT will cooperate fully with all statutory agencies during any safeguarding investigation and ensure that individuals involved are treated fairly, supported appropriately, and that the welfare of the child remains the highest priority.