

# Welfare Officer

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## **Who will I be responsible to?**

The Club Committee

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Single Point of Contact for all Safeguarding matters and issues affecting club members under 18 (including players, umpires, volunteers and coaches).

## **What is my role?**

1. Assist the club to fulfil its responsibilities to safeguard children and young people
2. Assist the club to implement the child welfare section (including training) of the development plan
3. To be the first point of contact for staff, volunteers, parents and children/young people where concerns about children's welfare, poor practice or child abuse are identified
4. Be the first point of contact with the EHB's Child Welfare Officer
5. Implement the EHB's reporting and recording procedures
6. Maintain contact details for local social services, police and the Area Child Protection Committee
7. Promote EHB's best practice guidance/code of ethics & behaviour within the club and anti-discriminatory practice
8. Ensure confidentiality is maintained
9. Promote anti-bullying policies within the club
10. Managing the register of club volunteers who require a DBS Check

## **What else can you tell me about the role?**

The Club Welfare Officer is expected to have knowledge of the following:

1. Knowledge of the EHB's 'Proud to Protect' Child Welfare Policy & Procedures
2. Knowledge of core legislation, government guidance and national framework for child protection
3. Basic knowledge of roles and responsibilities of local statutory agencies (social services, police and Area Child Protection Committees).
4. EHB's and the club's role and responsibilities to safeguard the welfare of children and young people and the boundaries of the club welfare officer role
5. Awareness of equalities issues and child protection.
6. Child focused approach & good communication skills

## **Training needed**

Attendance on ScUK's Safeguarding and Protecting Children workshop and England Hockey 'Time to Listen' Workshop

## **How much time will I need to give to the role?**

Approximately 2 hours each week