

SRR ELITE CHEERLEADING

SAFEGUARDING CHILDREN POLICY

Introduction

SRR Elite Cheerleading is a profit organisation run for the purpose of a children's cheerleading club suitable for children ages 3 years old and up. Our cheerleading classes are run as after school clubs and outside of school classes with the occasional holiday club/ workshop.

SRR Elite Cheerleading is based in and around Colchester with clubs located in: Colchester, Witham.

SRR Elite Cheerleading has adopted this safeguarding children's policy and expects every adult working or helping at SRR Elite Cheerleading to support it and comply with it. Consequently, this policy shall apply to all staff, coaches, directors, volunteers or anyone working on behalf of SRR Elite Cheerleading.

Purpose of the Policy

This policy is intended to protect children who receive any service from us, including those who are the children of adults who may receive services from us. Under this policy, the term children shall mean any person who is under eighteen years of age.

SRR Elite Cheerleading believes that no children or young person should experience abuse or harm and is committed to the protection of children and young people. This policy is intended to provide guidance and overarching principles to those who represent us as volunteers or staff, to guide our approach to child protection and safeguarding.

The risks to children

Children can be vulnerable to different forms of abuse or harm. It is important to recognise that abuse and harm of children can cover a wide range of circumstances and behaviours. For example, children can be at risk of:

- Physical or emotional abuse
- Neglect
- Sexual abuse
- Female genital mutilation
- Grooming and exploitation

- Trafficking
- Exposure to or infliction of domestic abuse
- Bullying or cyber bullying
- Exposure to other inappropriate content or behaviour such as violence and criminal behaviour
- Self- harm
- Physical harm when engaging with activities without adequate supervision.

The causal factors of any such harm and/ or abuse can be wide- ranging.

Safeguarding Principles

Safeguarding children from harm and abuse is an essential responsibility for our Organisation. We are committed to ensuring that any children who comes into contact with our services are properly safeguarded. Every person under this policy must ensure that they play an active role in ensuring that children are properly safeguarded.

Every person under this policy holds responsibility for:

- Remaining alert and aware of possible safeguarding risks to children.
- Guarding children against harmful environments with appropriate actions (e.g. adequate supervision or ensuring safe environments)
- Taking positive steps to maintain the safety and wellbeing of children engaging with us as an organisation
- Reporting concerns expeditiously and appropriately, in line with children protection procedures.
- Understanding the duty to report specific concerns and understanding how this interplays with confidentiality.
- Challenging any inappropriate or harmful behaviour of any other adult and report this accordingly.
- Acting appropriately in the presence of children (this includes not using foul language)
- Not taking any inappropriate risks
- Not smoking, drinking or taking any form of illicit substances in the presence of children.

Safeguarding Officer

Any questions, report or concerns in relation to the safeguarding officer:

Name: SHANNON REID

Email: srrelitecheerleading@outlook.com

Telephone: 07846460760

Confidentiality and Data Protection

All Personal information we may process relating to children, shall be processed and stored in accordance with our data protection procedures. Any questions relating to data protection please contact SHANNON REID

Responding to a Safeguarding Concern

Where a child is at immediate risk of serious harm, any adult present should call 999 immediately. Thereafter, the safeguarding officer should be contacted as soon as reasonably practicable.

Where there is a safeguarding concern but no immediate risk of serious harm, the adult who has heard or witnessed this concern should consult the safeguarding officer as soon as practicable. And by no later than the end of the same day.

Where any child makes a disclosure relating to harm or abuse to an adult, it is important for that adult to:

- Listen calmly and carefully, showing that their views are taken seriously.
- Provide an appropriate and honest level of reassurance
- Avoid interrogating children and asking probing, intrusive and/ or leading questions
- Avoid from making any false promising regarding secrets and confidentiality with the child (because any concern of abuse/ harm must be shared with the safeguarding officer and subsequent safeguarding referral).
- Make a confidential written record of the discussion either during the discussion or immediately afterwards. This record should include the key details of the disclosure together with any relevant times, dates, places and people concerned. Audio and video recordings of children making a disclosure should be avoided – Only use phrases that the child said and not summarising.
- Refer all relevant information to the safeguarding officer as soon as practicable afterwards, and by no later than the end of the day.

Upon receipt of any safeguarding concern, the safeguarding officer shall consult with any other relevant persons and will make any appropriate referrals to the relevant authorities, such as the applicable Local Authority Designated Officer.

Reporting Concerns About Other Adults

Where any person has a concern regarding the conduct of an adult connected to the SRR Elite Cheerleading, which poses or may pose a safeguarding risk to children such as:

- Harming a child either physically or emotionally
- Exposing a child to behaviour which may cause physical or emotional harm.
- Engaging in criminal activity concerning a child.

This must be raised in the first instance with the Safeguarding Officer (or where this is not appropriate, a different senior member of SRR Elite Cheerleading) so the next appropriate steps may be agreed and actioned. We recognise that there could be circumstances where a person may need to report a matter that has taken place in a setting outside of the person's engagement with SRR Elite Cheerleading.

Usually, any appropriate steps following a safeguarding referral in respect of an individual connected to the organisation will include either:

- Further initial enquiries.
- Escalation to the applicable Local Authority Designated Officer for assessment and/ or the police for investigation.
- Instigation of any appropriate disciplinary, formal investigation processes and suspensions of any persons concerned with SRR Elite Cheerleading.
- A referral to the Disclosure and Barring Service, or any other relevant regulatory bodies.

Any person within SRR Elite Cheerleading who has allegations made against them, shall be informed properly in a formal meeting of the particulars of the allegations and the relevant next steps which shall be taken. Such a meeting should ordinarily be held by the safeguarding officer. On certain occasions, such a meeting may not be convened until this has been approved by any authorities involved (such as police or relevant local authorities).

Any person from within SRR Elite Cheerleading who has allegations made against them shall be treated fairly. All enquiries, investigations and decisions taken shall be just and fair, with the safety of any child concerned at the heart of the process.

Any person from within SRR Elite Cheerleading who makes an allegation against another person from within SRR Elite Cheerleading shall be listened to, taken seriously and shall be treated fairly and justly throughout the process of enquiries, investigations and decision making.

Disclosure and Barring Service Checks and Reporting

DBS checks under the appropriate legislation should be undertaken where required. ALL staff and volunteers at SRR Elite Cheerleading will undertake Enhanced DBS checks prior to working with any children or vulnerable adults.

Wherever we deem it is necessary and appropriate to remove any individual from a position of work in a activity which is regulated under the relevant legislation, we shall also be obliged to make a referral to the Disclosure and Barring Service.

Safeguarding Children at Events and Activities

Responsibilities and planning

Typically, we arrange weekly cheerleading and tumble classes at several locations in and around Colchester, with a parent performance at the end of each term. We also arrange holiday clubs and workshops.

The Safeguarding Officer shall hold ultimate responsibility for the safety and appropriateness of the event. They may however appoint and delegate for some responsibilities for the purpose of a specific event.

Although the Safeguarding Officer and any appointed delegates will hold ultimate responsibility for overseeing the safety of events and activities, all individuals under this policy must also pay an active role in ensuring the safety of children at all times.

Appropriate background checking shall be undertaken for any adult engaged by us in connection with an event or activity involving children, wherever this is required by law.

For certain types of events or activities, we may issue an additional code of conduct, policy, or some specific other requirements which is specific to that occasion. Any such additional documentation will be made available to all those concerned (staff members, parents, guardians etc.) in advance. They should be read carefully and adhered to.

Venues

The location for any events or activities which are held by us shall be risk assessed properly in reference to the suitability and safety for children. Fire and safety procedures and precautions shall be made clear to all those involved.

First Aid

- All coaches/ staff carry first aid kits at all times.
- Any medication (such as inhalers) that children take are given to the lead coaches, clearly labelled with their names.
- The majority of coaches hold a first aid qualification.
- All accidents are recorded in our accident books and reported to the Head Coach.

Any accidents or injuries concerning a child should be brought to the attention of the nearest first aider and should thereafter be formally reported to the Safeguarding Officer if deemed necessary.

Consent Forms

We shall always obtain written consent from a parent or guardian for any event which takes place with children in attendance, without their responsible parent or guardian present. Consent will be obtained via:

- Email or a letter with the parent or guardian signature.

All consent forms will include emergency contact details and will set out any specific safety needs/ requirements for children. All consent forms will be kept secure and shall be stored in accordance with our data protection procedures.

Supervision

For most activities and events, our procedure for supervision is as follows:

- The lead coach on the day will have a register of those attending the event, including emergency contact and medical details to sign in and out on arrival and exit of the event. No children are allowed to leave the coach unless they have shown the parent/ guardian that is receiving them after the event (this will need to be confirmed prior to the event, so coaches are 100 percent sure on what parent/ guardian is picking the child/ children up). We ask that all children go to the toilet prior to the event and meeting the coach, anyone that needs the toilet during the event will go with the assistant Coach on the day.

Where we hold any events or activities whereby a child attends alongside their parent or guardian, parents and guardians should ensure their child is properly supervised.

Managing the Behaviour of Children Generally

Whenever any adult engaged by us is faced with challenging or inappropriate behaviour from a child or with conflict between children they must:

- Treat each child fairly and equally.
- Approach the situation in a calm and neutral manner.
- Only ever use physical restraint/ intervention in order to protect the immediate safety of a person, for example, to prevent an injury or harm either to the child or others.
- Where is it justified to physically restrain a child or to physically intervene, the amount of force used should be kept to the absolute minimum taking into account the risk posed.
- A written record of the incident is to be made and ensure this is reported appropriately to the Safeguarding Officer - a plan will then be put in place to ensure a physical restraint/ intervention doesn't re-occur.

Making Risks Posed by Other children

It is important for all adults engaged by us to recognise that children can face harm from their peers. This can commonly take the form of bullying. Bullying can be defined as any behaviour which is:

- Repeated; and
- Has the intention of hurting somebody either physically or emotionally.

Bullying can sometimes be motivated by prejudices based on certain groups, for example, gender, race, religion or sexual orientation. Bully can often include:

- Physical harm perpetrated against another child
- Name calling and threats
- Cyberbullying (threats and abusive comments made via technology)

Any instances of bullying or concern relating to possible bullying between children at any events or activities arranged by us will usually be dealt with by us in the first instance as follows:

All children will be spoken to individually with a first warning. Coaches will try get to the bottom of any incidents that have occurred. All parents of the children involved will be contacted in person via the coach to let them know of the incidents that have occurred. All incidents are recorded on our incident report form via the coach. All incidents are to be reported to the head coach.

Where any behaviour amounting to bullying continues following this, the following steps will be taken:

A formal meeting with the children's parents will be held to discuss and arrange the next steps. The child/ children in question shall be removed from the class or event, or possibly banned for classes.

All steps in relation to the prevention and management of bullying should be taken in consultation with the Safeguarding Officer.

Photography

On some occasions, we may take photographs featuring children. On these occasions, we will:

- Always ask for written permission from a child and their parent/ guardian before taking and sharing any image of them.
- Always ensure that a child and their parent/ guardian are properly informed with how an image will be used and shared.
- Always ensure that a child's identity is protected as far as possible within any published material.
- Ask that parents/ guardians, children and any other person connected to them who may wish to share any of our published images which features other children to refrain from doing so unless they have permission from the other children and their parents/ guardians

Members of the public

We also recognise that members of the public may take photographs at our events/ activities.

We ask that any parents/ guardians, or members of the public take the following into consideration when taking photos at our events:

- Images of other children should not be shared on social media without the permission of any children and their parents/ guardians featured in the images.
- Images shared on social media should be shared cautiously and with the appropriate privacy and security settings in place.

This policy is approved and robustly endorsed by SRR Elite Cheerleading and is due to be reviewed every year.

Signed:



Date: 25th July 2026

Review Date: 25th July 2027