



SALE SHARKS

Club Safeguarding of Children Policy

This policy refers and applies to persons under 18 years of age.

Updated August 2024 Carol Baker – Head of Safeguarding (carol.baker@salesharks.com)

This policy works in collaboration with RFU England Rugby Children’s Safeguarding Policy and includes provision for all attendees at Sale Sharks, Academy’s and Training Camps and Foundation.

<https://www.englandrugby.com//dxdam/a3/a39722e0-12fd-4179-919d-75f1ea54b082/RFU%20Safeguarding%20Children%20Policy%202024.pdf>

1	<p>Introduction to the Policy</p> <p>Sale Sharks accepts its responsibility for the safety and well-being of Children (any person under the age of 18 years), who interact within the organisation and its staffing.</p> <p>Our aim is to ensure a safe, secure environment for all. Procedures have been put in place to prevent or minimise the risk of abuse occurring.</p> <p>Safeguarding training, monitoring of staff and volunteers will be audited annually to ensure suitability.</p> <p>Sale Sharks will also take appropriate action and reporting, when staff are made aware of abuse taking place.</p> <p>One of the important differences between safeguarding adults and children is the age of the person. Hence why separate policies have been written for Children and Adults at Risk. (Adults may choose not to act to protect themselves and it is only in extreme circumstances the law intervenes. This is usually when an adult is assessed to lack capacity).</p> <p>The Purpose of the Child Protection Policy</p> <ul style="list-style-type: none">• To provide protection for children who receive services from Sale Sharks and associated departments• To provide staff and volunteers with guidance on procedures they should adopt if they suspect somebody may be experiencing or be at risk of harm.• This is a whole club policy encompassing all departments including commercial, foundation and academies.• This is not exhaustive and will be supported by departmental specific policies based around needs assessments. <p>We recognise that:</p> <ul style="list-style-type: none">• Every person should have the right to live a life, free from abuse, regardless of age, disability, gender, race, religious belief, sexual orientation or identity and everyone has the right to equal protection from all types of harm or abuse• Working in partnership with children and their support networks where required is essential in promoting and embedding this policy. <p>We will seek to safeguard children by:</p> <ul style="list-style-type: none">• valuing them, listening to, and respecting them
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adopting safeguarding guidelines and best practice through procedures and training

- providing a code of conduct for staff, volunteers work placement students etc.
- recruiting staff and volunteers safely, ensuring all necessary DBS checks are made
- sharing information about safeguarding and best practice
- sharing information about concerns, reporting to appropriate agencies in a confidential recorded manner
- providing effective management for staff and volunteers through supervision, support, and training.

The Sale Sharks and RFU is committed to creating and maintaining a safe and positive environment for everyone to play and enjoy rugby union. To safeguard the welfare of all involved in the game, particularly those deemed to be at risk.

The policy applies to all children involved in rugby whether participating or watching.

There are three main elements to our policy:

1. Preventing unsuitable people working with children and ensuring that staff are appropriately trained and are appropriate to work with Under 18's .
2. Procedures for identifying and reporting cases, or suspected cases, of abuse. The definitions of the six categories of abuse are attached (see Appendix A)
3. Supporting vulnerable children or those who may have been abused or, witnessed violence towards others

Children are defined for the purpose of this policy in accordance with the UN convention of Rights of a Child as anyone under the age of 18. The UK and RFU have ratified this convention.

Our policy applies to all staff, paid and unpaid, volunteers, work placements , interns and people working on behalf of Sale Sharks and all departments/sections and is reviewed annually.

2 Recruitment and Employment

The aim of this section of the policy is to ensure persons working with Children are appropriately recruited, trained and confident in dealing with safeguarding issues.

2.1 Recruitment

No individual will be recruited on a paid or voluntary basis into any role including a ‘Position of Trust’* without satisfactory clearance from the Disclosure and Barring Service (DBS). Nor without the necessary qualifications for the role in which they have been appointed. Nor without references being taken up.

Sale Sharks, through the RFU, will ensure appropriate checks are completed. Records of all staff/volunteers’; DBS number will be recorded against their GMS (game management system) entry.

References will be taken up from previous employees or group(s) with whom the applicants have recently worked or engaged with.

No applicant, who holds a position of trust with the Sale Sharks, can start work with Children, unless their suitability and qualifications have been verified.

If awaiting clearance(s) or references, they must only work under constant supervision of persons who hold requisite current and valid a satisfactory clearance(s) and only until their (the applicant’s) qualifications have been received and ratified are they able to work unsupervised.

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	<p>An individual applying for a post which involves contact with a Child must attend the necessary safeguarding training either the RFU’s “Play it Safe” and or “In Touch” (or equivalent) in line with their appointment. Candidates must complete both an interview and coaching audit in-line with the Sale Sharks recruitment process. They will also be supplied with an employee’s handbook as guidance.</p> <p>Appropriate renewals of an individual’s history and safeguard training will be completed in line with guidance issued by the RFU, which is recorded on RFU Game Management System (GMS).</p> <p>*Position of Trust – a person in position of authority over another as defined by Child Protection in Sport Unit https://thecpsu.org.uk/resource-library/best-practice/preventing-abuse-in-positions-of-trust-in-sport-and-activity/</p>
<p>2. 2</p>	<p>Understanding roles and responsibilities</p> <p>All staff, paid and unpaid, working on behalf of the Sale Sharks must recognise their duty in relation to Safeguarding Children (and Adults at Risk). They should also feel confident to raise concerns about poor or unsafe practice, as well as safeguarding concerns in regard to such persons and that such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed whistle- blowing policies.</p> <p>All staff will work and volunteer in accordance with England Rugby Regulation 21 (Safeguarding)</p> <p>https://www.englandrugby.com/governance/safeguarding</p> <p>https://www.englandrugby.com/dxdam/98/983525f2-c5ca-47c3-b9cb-8748a5b7493d/Regulation%2021.pdf</p>
<p>2. 3</p>	<p>Safeguarding Training</p>
	<p>Sale Sharks will provide safeguarding training for all staff, paid and unpaid from the point of their induction which will be updated regularly, (every three years at a maximum), so that they are confident about:</p> <ul style="list-style-type: none"> • Sale Sharks legislative responsibilities, • Their personal responsibilities • Sale Sharks policies and procedures • The need to be alert to the signs and indicators of possible abuse, including all forms of abuse and including possible child sexual exploitation- CSE, financial abuse, radicalisation, and mental health. • The requirement to seek advice, to report and record concerns • How to support and respond to a Child who makes a disclosure of abuse • How to report and respond to a 3rd party who makes a disclosure of abuse • Sale Sharks will support staff who have been affected by such reports.
<p>3.</p>	<p>Procedures for reporting abuser or suspected abuse</p> <p>This is the link to the safeguarding incident report form which is to be used to report all concerns</p>



<https://www.englandrugby.com/dxdam/91/91d2809e-07b8-43ba-8860-707c25534a80/SafeguardingReferralForm.pdf>

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Designated Safeguarding Lead - Sale Sharks Safeguarding Officer(s)

Sale Sharks will ensure there is a Designated Safeguarding Lead, who has lead responsibility for Safeguarding Children & Adults at Risk. This person as a minimum will have undertaken, RFU Child/Club Safeguarding Officer Training, In Touch and Play it Safe training via the RFU. People / Staff who have a management role of staff members and volunteers will also be required to complete the RFU “In-Touch” course and have appropriate experience relative to the role. Contingency arrangements will be put in place to deal with an incident or report if the Designated Safeguarding Lead (DSL) is not available. This will include nominating at least one other member of the senior staff team with responsibility for overseeing safeguarding

The Senior Management of Sale Sharks recognise the importance of the role of the designated person(s) and will ensure they have the time, training and support necessary to undertake their duties.

Sale Sharks will ensure every member of staff, paid and unpaid knows who the DSL or designated members of staff responsible for safeguarding are and the procedures for passing on concerns. This will be communicated to each staff member as part of the induction process and will ensure every member of staff is aware. An abridged version of the safeguarding policy is included within the staff handbook.

- the name of the designated person(s) and their role
- how to identify the signs of abuse and neglect
- how to pass on and record concerns about a Child who may require Child Protection
- that they have an individual responsibility to be alert to the signs and indicators of abuse and for referring safeguarding concerns to the Designated Person
- that they have a responsibility to provide a safe environment for Children at Risk.

Sale Sharks also abide by England Rugby / RFU Codes of Conduct

<https://www.englandrugby.com/participation/running-your-club/code-of-conduct>

The RFU Whistleblowing Policy “Speak Up” can be found using the link

<https://www.englandrugby.com/about-rfu/rfu-policies/speak-up-policy>

The Sale Sharks Designated Safeguarding Lead will comply and ensure Sale Sharks safeguarding responsibilities are complied with and understood when delivering activities.

This involves:

- All policies and procedures are up to date with current legislation and guidance
- Ensure all staff and volunteers are up to date with safeguarding training appropriate to their role and level of management or leadership.
- Ensure all staff and volunteers have up to date DBS clearances in line with their role
- Ensure all staff and volunteers are aware of Sale Sharks policies and procedures in relation to Safeguarding

Promote and Support by:

- The Designated Safeguarding Lead will be aware and know local authority safeguarding staff contact details, procedures & LADO contact details or how to contact them

	<p>Monitoring</p> <ul style="list-style-type: none"> • Ensure that policies are working in practice, such as Anti-Bullying Policy and Inclusivity Diversity & Equality. • Manage appropriately incidents of poor behaviour in line with the Sale Sharks and RFU Policy and liaising with The RFU Safeguarding Department. • Ensure that all those working with vulnerable groups are appropriately supervised, trained, and have had the appropriate checks completed.
<p>3. 2</p>	<p>Risk Management</p> <p>All activities involving Children must be risk assessed by the Sale Sharks, which may at times involve discussion with additional service providers and venues.</p> <p>However, it is important that staff and volunteers ask the following questions:</p> <ul style="list-style-type: none"> • What is the activity? • Which age groups are involved? • What requirements are needed if working with Children? • What is the environment like where the activity is taking place? • Are there any special needs, disability or other circumstances that need to be considered? • Are the groups mixed in age, ability, and gender? • What experiences and qualifications do the organisers/staff possess?
<p>3. 3</p>	<p>Responding to allegations or suspicions against a member of staff</p> <p>Any allegation of abuse made against a member of staff will be reported straight away to Sale Sharks Head of Safeguarding. In cases or the event of the Safeguarding Lead, being subject of an allegation, it must be reported to another designated staff member and the</p> <p>Senior Management Team or Safeguarding team at Twickenham. (safeguarding@rfu.com)</p> <p>If there is an allegation (or a suspicion) of abuse against a member of staff a decision about whether to suspend the person, will be decided by the Senior Management Team and DSL in line with the disciplinary procedure.</p> <p>In consultation with the RFU, Sale Sharks will assess all cases to decide whether a member of staff or volunteer can be reinstated and how this can be sensitively handled. This will be dependent on the outcome of any investigation or criminal investigation and Sale Sharks will ensure that it does not breach the Children’s Act 1989 & 2004; and Safeguarding Vulnerable Groups Act 2006 by reinstating a person who is on the barred list.</p>
	<p>Additionally, this should fall in-line with RFU Regulations 21 which can be found using: https://www.englandrugby.com/governance/safeguarding</p> <p>If the RFU assume management of a case the club should take no further action until advised by the RFU. Especially if incident is being investigated by police and social services</p> <p>https://www.englandrugby.com/dxdam/91/91d2809e-07b8-43ba-8860-707c25534a80/SafeguardingReferralForm.pdf</p> <p>There is also guidance available from HM Government in the ‘Working together to Safeguard Children 2023’ Guidance. Can be found using this link https://assets.publishing.service.gov.uk/media/669e7501ab418ab055592a7b/Working_together_to_safeguard_children_2023.pdf</p>



Where there is a complaint against a member of staff there can be three types of investigation:

- A criminal investigation led by the Police
- An investigation led in a multi-agency approach by the Local Authority (LADO)
- A disciplinary or misconduct investigation led by Sale Sharks which may involve the RFU

The results of the Police and Local Authority investigation may well influence the disciplinary investigation.

All allegations of poor practice will be investigated by Sale Sharks DSL and / or Senior Management Team.

Concerns about suspected abuse:

- Any suspicion that a Child has been abused by either a member of staff or a volunteer should be reported to the DSL who will take the steps necessary to ensure the safety of the individual in question and any other person who may be at risk.
- The allegation may be referred to statutory agencies and RFU.
- Following advice from statutory agencies and RFU, those who need to be notified will be contacted, maintaining confidentiality where appropriate.
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- If the Safeguarding Lead is the subject of an allegation, the report must be made to an additional safeguarding officer at Sale Sharks or the senior management team or the RFU safeguarding team at Twickenham.

Every effort should be made to ensure that confidentiality is maintained for all concerned.

Information should be handled and disseminated on a need-to-know basis only.

This will maintain confidentiality and privacy for victims particularly; or persons subjected to malicious allegations.

This includes:

- The Safeguarding Officer and Senior Management representative.
- The parent(s) or carer (s) of the person who is alleged to have been abused, if applicable.
- The person making the allegation.
- Local Authority and Police if required in serious cases.
- Dependent on role, the National Governing Body; RFU.

Information will be stored in line with the Data Protection Act 1998.

No contact should be made with the alleged abuser, particularly if this is another Child or Adult at Risk or the carer of the alleged victim.

The DSL will ensure that any disciplinary proceedings against staff relating to safeguarding will be concluded in full, even when the member of staff is no longer employed by Sale Sharks and that notification of any concerns is made to the relevant authorities and professional bodies, the DBS service and included in references where applicable.

Local Authorities Designated Officer (LADO) will be informed to collate information relative to safeguarding and protection, ensuring dissemination to other agencies that the offender may be involved with.

Staff who are the subject of an allegation have the right to have their case dealt with fairly, quickly, and consistently and to be kept informed of its progress.

	<p>Consideration must be given to the needs of the Child and a recognition that a Child, may make an allegation against an innocent party because they are too afraid to name the real perpetrator or may make a malicious accusation. On occasions Children may and can make false or malicious allegations, misunderstandings and misinterpretations of events can happen.</p> <p>Sale Sharks will ensure that all staff, paid and unpaid, are aware of the need for maintaining appropriate and professional boundaries in their relationships with participants. As part of the induction process (and as part of Premiership Rugby’s Minimum Standards Training), all staff will receive guidance about how to create appropriate professional boundaries (in both the real and virtual world).</p> <p>All staff paid and unpaid must recognise they are in a position of trust. A position of trust is a legal term that refers to a position of authority over another person or within an organization. Guidelines and Policies are written and are intended to guard against situations where a person takes advantage of their position of authority with inappropriate behaviour.</p> <p>Position of trust is defined as: means a person in a position of authority over another person as defined by CHILD PROTECTION IN SPORT UNIT https://thecpsu.org.uk/resource-library/best-practice/abuse-of-positions-of-trust-within-sport/</p>
	<p>Outcome of a concern may result in one of the following actions:</p> <ul style="list-style-type: none"> • Criminal proceedings resulting in loss of employment, • Suspension and/or disciplinary action by The RFU and/or Sale Sharks • Further training, supervision & mentoring by The RFU and/or Sale Sharks
<p>3. 4</p>	<p>Responding to a referral or disclosure</p> <p>It is not the responsibility of anyone within Sale Sharks to decide whether or not abuse has taken place. However, there is a responsibility to act on any concerns. Sale Sharks will assure all staff and volunteers are fully supported and protect anyone, who in good faith reports his or her concern that a colleague or another is, or may be, abusing a Child.</p>
<p>3. 5</p>	<p>Disclosures</p> <p>If a Child informs you directly that they are concerned about someone’s behaviour towards them or report their concerns for another* this is known as a disclosure. *(3rd party disclosure), The following action should be taken:</p> <ol style="list-style-type: none"> a. React calmly so as not to frighten the person. b. Inform the Child that he or she is not to blame and that he or she was correct to make the disclosure. c. Listen carefully and take what the Child says seriously. d. If medical treatment is needed, take Child to hospital or telephone for an ambulance – inform the medical staff that there are concerns of a safeguarding nature e. Avoid leading the Child in discussion and keep any questions to the absolute minimum. Ask only what is necessary to ensure a clear understanding of what has been said f. Re-assure the person, but do not make promises of confidentiality or outcome. Inform the child that you will support them until the appropriate person is available to take over and can deal with the investigation. g. Make notes contemporaneously (as soon as is practicable). Recording what was said, where the conversation took place. Times dates, any other person present.



Record any visible injuries (do not ask the victim to undress). Use only the words that the victim says. Do not interpret their words and replace with words you think they mean.

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- Process of Dealing with Allegations at the Sale Sharks**
- If a Child discloses information to you, or you have witnessed; or have had information reported to you; which may be considered abuse or poor practice.
- Stay Calm
 - Reassure – the person
 - Make no promises especially in relation to confidentiality “don’t tell anyone “
 - Ask as few questions as possible but enough to secure relevant information
 - Recap the information you have been told to ensure correct facts have been recorded.

FOLLOW THIS GUIDE

- A. Is the victim in need of urgent medical treatment?
- B. Is the matter serious enough to potentially be considered a criminal offence?
- C. If Yes Contact emergency services; inform of potential safeguarding issue.
- D. Is the Designated Safeguarding Lead available? Inform them, or if unavailable, email safeguardingreporting@sale Sharks.com, or contact RFU Safeguarding Team safeguarding@rfu.com
- E. Does the allegation or incident involve the child’s parent(s) guardian(s) or carer(s)? Consider removing the child to a place of safety
- F. If appropriate Inform parents, guardians, or carers at earliest opportunity.
- G. Report to local social care services and/or police DSL at Sale Sharks and RFU Safeguarding Team at earliest opportunity and await further instruction from them.

All information MUST be reported to Sale Sharks on an Incident Reporting form (RFU Incident reporting form). This must be submitted at the earliest opportunity.

Guidance

<https://www.Englandrugby.com/governance/safeguarding>
<https://www.Englandrugby.com/governance/safeguarding/sharing-concerns>
Reporting form

<https://www.Englandrugby.com//dxdam/e3/e39be40c-fabe-4fd0-92a5-512d238019fd/RFU%20Sharing%20Concerns%20Process.pdf>
pdf

Sharing concerns flow chart

<https://www.Englandrugby.com//dxdam/e3/e39be40c-fabe-4fd0-92a5-512d238019fd/RFU%20Sharing%20Concerns%20Process.pdf>

If you are ever unsure of who you need to contact, you can call the NSPCC on 0808 800 5000, which operates between 10:00 AM and 16:00 PM Monday to Friday

Or you can contact the unmanned RFU Safeguarding line on 0208 831 6655 and a member of the Safeguarding team will respond within 24 hours

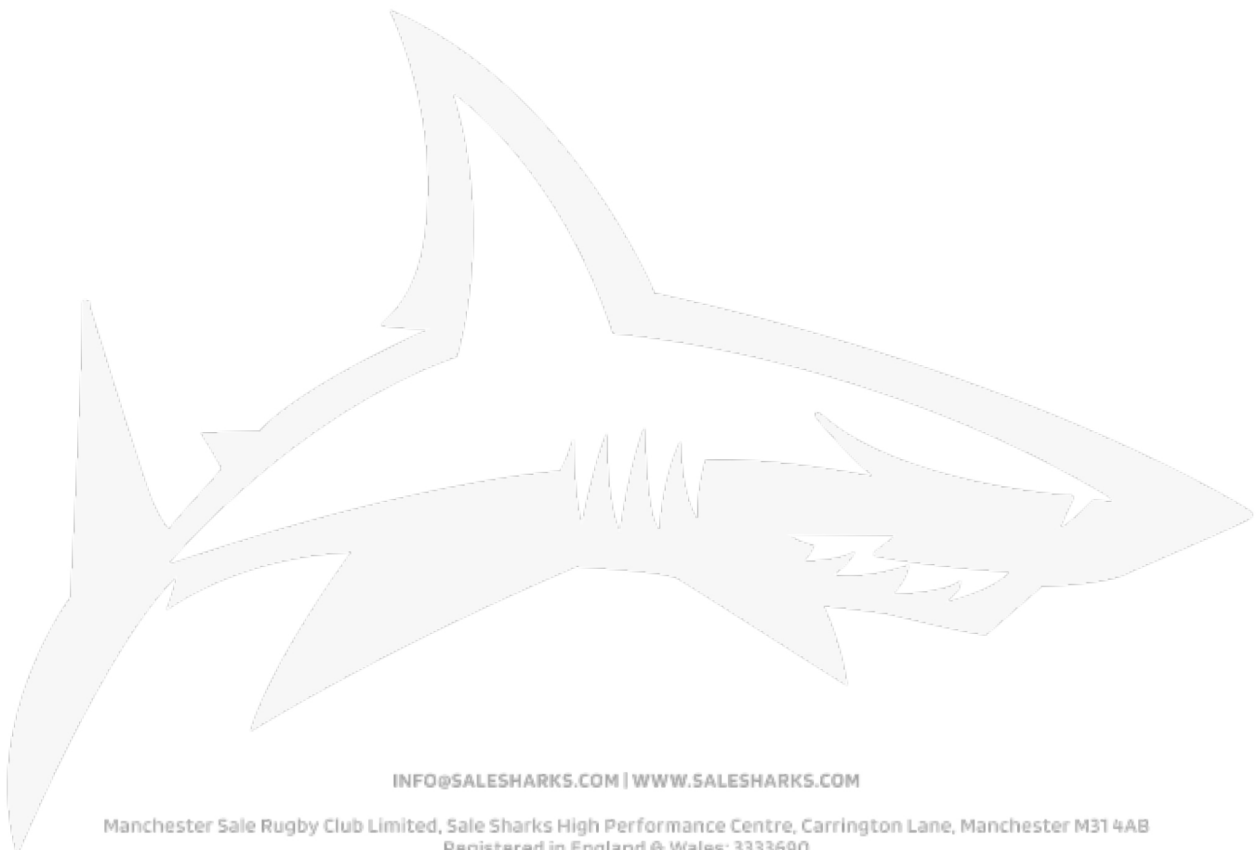
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Keeping Records

To ensure that information is useful, a detailed record should always be made asap, as close to the time of the disclosure/concern, using the Referral Form

- The Child's name, age, and date of birth.
- The Child's home address and telephone number.
- Whether or not the person making the report is expressing their own concerns or those of a third party disclosure or hearsay.
- The nature of the allegation. Include dates, times, any special factors, and other relevant information. - Make a clear distinction between what is fact, opinion, or hearsay.
- Record words and terminology used by the Child, (even if these are not used or understood by yourself). Do not use your interpretation of what is said.
- A description of any visible bruising or other injuries. Also, any indirect signs, such as behavioral changes. Details of witnesses to the incidents.
- The Child's account, if it can be given, what has happened and how any bruising or other injuries occurred. Whether or not explanations are well rehearsed.
- Have the parent/carer been contacted? - If so, what has been said?
- Has anyone else been consulted? If so, record details.
- If the Child's was not the person who reported the incident, has this person been spoken to? If so, what was said?
- Has anyone been named as the alleged abuser? Record details.

The information **MUST** be passed immediately onto the Designated Safeguarding Lead. Though it is again stressed that investigations and in-depth questioning is kept to a minimum.



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8 **Preserving Evidence**

The first concern should be the safety and welfare of the abused person. Your efforts to preserve evidence may be vital. In all cases the preservation of evidence is crucial especially if the police investigation is to be effective. What you do or do not do in the time whilst you are waiting for the police to arrive may make all the difference.

Useful guidelines:

- In physical abuse cases, where an individual wishes to show you an injury, only observe what they consent to show you and what is appropriate.
- Do not touch what you do not have to. Wherever possible leave things as they are. Do not clean up, do not wash anything or in any way remove fibers, blood etc.
- If you do have to handle anything at the scene keep this to a minimum
- Do not touch any weapons unless they are handed directly to you. If this happens, keep handling to a minimum. Place the items/weapons in a clean dry place and inform the police of the location.
- Preserve anything that was used to comfort the abused person, for example a blanket.
- Secure the room. Do not allow anyone to enter unless strictly necessary to support you or the abused person and/or the alleged perpetrator, until the police arrive
- Ensure that no one has physical contact with both the abused person and the alleged perpetrator as cross-contamination can destroy evidence.
- Encourage the victim not to shower especially in cases of sexual and physical assault.
- Encourage the victim not to change clothing
- Even when the victim say they do not want police involvement, preserve items anyway as they may change their mind later or you may be legally obliged to inform the police.
- Encourage the person not to eat or drink if there is a possibility that evidence may be obtained from the mouth.
- Do not handle items or the victim unless necessary. If there are latex gloves or protective clothing available, use them

It is essential that, whatever the nature of the suspected abuse, the Child is separated from the person who is or is thought to be the abuser. It is important that disruption to the life of the victim is kept to a minimum, therefore, if it is possible for the alleged perpetrator to leave the scene, this should be the preferred option. However, if it is not possible, an alternative place of safety should be sought as the immediate safety of the victim is the highest priority.

Sometimes a victim needs to be moved to a place of safety – i.e., Hospital/police station or even fire station. In some cases, a different location within the facility

Malicious Allegations

Sale Sharks acknowledge that at times, malicious allegations are made against individuals and impartial investigations/enquires, working in collaboration with the RFU safeguarding team will reveal a suitable outcome. This must be born in mind when speaking to and dealing with “alleged perpetrators”.

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9 **Record Keeping**

The Sale Sharks will:



- Keep clear, detailed, accurate, written records of concerns about the Child (noting the date, event and action taken).
- Ensure all records are kept securely, either hard copies or electronically and password protected.

All information will be stored and handled in line with the Data Protection Act 1998 principles. The Data Protection Act does not prevent the designated senior staff members from sharing information with relevant agencies, where that information may help to protect a Child.

Sale Sharks will also work in-line with the RFU GDPR toolkit:

<https://www.englandrugby.com/participation/running-your-club/legal-and-administration/data-protection>

4 **Supporting Children who may have been abused**

Children may be subjected to abuse in the form of neglect, physical, emotional, or psychological; financial, discriminatory, institutional abuse, discrimination, exploitation, sexual abuse, or sexual mistreatment; or lack of care that leads to injury or harm.

It commonly occurs within a relationship of trust or responsibility and represents an abuse of power or a breach of trust.

Abuse can happen regardless of their age, gender, race, ability, culture, or sexual orientation. It can also occur 'peer on peer' / child on child.

Poor practice is unacceptable and will be treated seriously with appropriate action, training and mentoring sanctioned.

Any behaviour that contravenes existing Codes of Conduct infringes an individual's rights and/or reflects a failure to fulfil the highest standards of care is an indication of poor practice. Those who are deemed vulnerable may not be aware that poor practice or abuse is taking place, as they may deem the behaviour as 'acceptable'.

It is important that all staff are aware of the different forms of abuse and the different signs that may indicate that a Child is the victim of abuse.

Abuse can also be under the grounds of discrimination, which is the treatment of one particular group of people less favourably than others because of their race, colour, nationality, or ethnic or national origin. The law in Britain recognises two kinds of discrimination: direct and indirect.

Direct discrimination occurs when for example race, colour, nationality, or ethnic or national origin is used as an explicit reason for discriminating.

Indirect discrimination occurs when for example there are rules, regulations or procedures operating, which have the effect of discriminating against certain groups of people.

Positive discrimination occurs when for example favoring of individuals belonging to groups which suffer discrimination.

5	Other related policies
	Sale Sharks also has in place several other policies which are also support Safeguarding for all.
5.1	<p>Whistleblowing Policy</p> <p>All organisations face the risk of things going wrong, or of unknowingly harboring malpractice which involves other workers and/or service provision, which may have an impact or threaten the wider public interest. The Club believes it has a duty to identify such situations and take the appropriate measures to remedy the situation. By encouraging a culture of openness within our organisation, the Club believes it can help prevent malpractice - prevention is better than cure. That is one of the aims of this policy.</p> <p>Workers have a right and duty to raise matters of concern they may have about the services being offered by the Club or serious malpractice associated with them. Workers may be worried that by reporting such issues they will be opening themselves up to victimisation or detriment or risking their job security. However, all staff are protected by law if they raise concerns in the right way. Provided they are acting in good faith, it does not matter if they are mistaken.</p> <p>By knowing about malpractice at an early stage the Club stands a good chance of taking the necessary steps to safeguard the interests of all staff and protect the organisation. In short, please, do not hesitate to “blow the whistle” on malpractice.</p> <p>If there is any concern about the possibility of malpractice, it should, in the first instance, be raised with the Manager, or, if it is believed to involve the Manager, then to another member of the Senior Management Team, or the Chief Executive. This is designed to ensure workers raise concerns properly and to ensure that mechanisms exist in the Club whereby issues raised by workers will be addressed quickly and effectively. It is legitimate to raise issues with appropriate authorities outside the Club if an issue is not addressed by the Club, or it is reasonably felt that raising it internally may lead to evidence of malpractice being concealed.</p> <p>Please note that this policy does not affect the existing Grievance Procedure. If workers have a complaint about their own personal circumstances, then they should use the normal Grievance Procedure. If workers have concerns about malpractice within the organisation, then they should use the procedure outlined in this policy. This policy is applicable to all the Club staff and volunteers.</p>
5.2	<p>Complaints Policy</p> <p>All complaints will be dealt with in accordance with the Sale Sharks Complaints Policy. Due consideration will be given to the nature of the complaint if it contains a safeguarding concern. No complaint can be dealt with if the concern is being dealt with by statutory agencies, as this may hinder any legal or care proceedings. Complainants of a safeguarding matter can refer their concerns to either Sale Sharks Safeguarding Lead or the RFU Safeguarding Officer.</p>
5.3	<p>E-Safety Policy</p> <p>Sale Sharks has developed a separate E-Safety Policy. This includes information about use of social media, taking and sharing of photographs and inappropriate internet use etc.</p>
6	<p>Safeguarding responsibilities of the Senior Management Team</p> <p>The Senior Management Team fully recognises its responsibilities with regard to safeguarding. It will nominate a DSL and Senior Management member for safeguarding and child protection, who will monitor Sale Sharks compliance auditing, with statutory requirements and practice and champion child protection and Adults at Risk protection issues</p>



7	<p>Ensure that this Safeguarding Policy is annually reviewed and updated and shared with staff.</p> <p>Working with partners</p> <p>Where services or activities are provided by another agencies, either on or off Sale Sharks property/site; or Sale Sharks support other agencies; Sale Sharks will seek assurance and proof, that the body concerned has appropriate policies and procedures in place for safeguarding Children & Adults at Risk. That there are arrangements to liaise with the Sale Sharks on these matters to share where appropriate support and guidance.</p>
8	<p>For further understanding of specific safeguarding policies please refer to abridged policies:</p> <p>Academy A-bridged Safeguarding Policy Foundation Department Safeguarding Policy Stadium Safeguarding Policy</p> <p>This policy will be reviewed and updated on an annual basis. (August)</p> <p>Carol Baker. Sale Sharks Designated Safeguarding Lead. carol.baker@salesharks.com Mobile number 07786 367631</p> <p>Andrew Jibson andrew.jibson@salesharks.com Sale Sharks Academy Assistant Manager 07725971581</p>

Appendix A

<https://www.englandrugby.com/governance/safeguarding/sharing-concern>

If you wish to discuss the referral in advance of submitting it, please speak to your Safeguarding Lead carol.baker@salesharks.com 07786 367 631.

Send the form to carol.baker@salesharks.com and safeguarding@rfu.com and inform Sale Sharks Designated Safeguarding Lead of this referral via telephone 07786 36763.

Or the RFU Safeguarding Team on 020 8831 7480 or 020 8831 7479

<https://www.englandrugby.com/governance/safeguarding/contact-the-rfu-safeguarding-team>

There is also guidance available from HM Government in the ‘Working together to Safeguard Children 2023’ Guidance.

Can be found using this link

https://assets.publishing.service.gov.uk/media/669e7501ab418ab055592a7b/Working_together_to_safeguard_children_2023.pdf

Appendix B

Guidance on forms of abuse - Children

Types of abuse

- **Neglect** – including ignoring medical or physical care needs, failure to provide access to appropriate health social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition, and hearing.

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Sexual Abuse – this includes rape and sexual assault or sexual acts to which the adult at risk has not consented or could not consent or was pressured into consenting.

- **Physical Abuse** – includes hitting, slapping, pushing, kicking, misuse of medication, restraint, or inappropriate sanctions.
- **Emotional Abuse / Psychological** – this includes threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

Bullying

Bullying is the use of aggression with intention of hurting another person. It results in pain and distress for the victim. It can be difficult to define

- **Financial Abuse** – including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions, or benefits.
- **Institutional Abuse** – this is abuse which centres around routines and schedules which have been designed for the benefit of the institution and not the individual.
- **Discrimination** – discrimination is abuse which centres on a difference or perceived difference particularly with respect to race, gender, or disability or any of the Protected Characteristics of the Equality Act 2010. Research tells us that bullying of vulnerable groups can be an issue in sport.
- **Exploitation** – either opportunistically or premeditated, unfairly manipulating someone for profit or personal gain.

The following section provides some accompanying information and signs about different forms of abuse that can relate to safeguarding issues. (Both Adults at Risk and Children).

1. Physical Injury

Defined as the actual or likely injury to a person, or the failure to prevent physical injury or suffering to a vulnerable individual. This may include,

- Presence of injuries, cuts, bruises, bites, burns or even broken bones which may have occurred over a period of time.
- Injuries which are in odd places, such as the inside of an arm or leg, behind the ear, the sole of the foot or inside the mouth.
- Injuries that have not received medical attention.
- Medical problems that go unattended such as persistent pressure sores and skin infections.
- Sudden or unexplained urinary or faecal incontinence
- Dehydration, often accompanied by dizziness and disorientation.
- Injuries that are in the shape of objects e.g., a cut or bruise shaped like a buckle or ring, through to an iron scorch.
- Unexplained weight loss which is not being investigated.
- Uncontrolled access to prescription drugs.



A person who is suffering physical abuse is often afraid of the perpetrator. They may flinch when she or he approaches them or complain about not wanting to return to the place where the abuse is occurring.

2. Neglect

Neglect is the persistent failure to meet a person's basic physical and/or psychological needs, likely to result in the serious impairment of the individual's health or development.

- An Adult at Risk appears malnourished or dehydrated.
- An Adult at Risk has untreated medical problems.
- An Adult at Risk lacks physical aids when they are required by the adult to live normally • An Adult at Risk lives in accommodation which falls below minimum practical standards.
- An Adult at Risk's physical appearance or condition is poor.
- Callers or visitors are refused access to an Adult at Risk.
- An Adult at Risk does not appear to be receiving their prescribed medication.

3. Sexual Abuse

Sexual abuse involves forcing or enticing a person to take part in sexual activities, whether or not the individual is aware of what is happening. This again may be difficult to identify, but there are some indicators.

- Urinary tract infections or sexually transmitted disease.
- Pain, soreness, itchiness.
- Urinary tract infections or sexually transmitted disease.
- Unusual difficulty in walking or sitting.
- Bruises or tears around the genital area.
- Reluctance to accept examination.
- Presence of computer or photographic equipment.
- A child discloses fully or partially that sexual abuse is occurring or has occurred in the past.
- A child appears unusually withdrawn or has poor concentration.
- A child exhibits significant change in sexual behaviour or outlook.
- Changes in behaviour e.g., happy to sad, extrovert to introvert.
- Sexual maturity beyond their years, both behaviours and language.

4. Emotional Abuse

Emotional abuse is the persistent emotional ill-treatment of an Adult at Risk such as to cause severe and persistent adverse effects on the person's emotional development. It may feature age or developmentally inappropriate expectations being imposed on the Adult at Risk. This form of abuse is more difficult to identify, but here are some signs to be aware of.

- A carer always being present so you cannot see the adult on their own.
- Lack of access to medical care or other appointments such as social services.
- Low self-worth, lack of confidence, worried appearance.
- Increased levels of confusion.
- Toileting problems.
- Disturbed sleep patterns.
- The adult feeling, they are being continually watched.
- Inability to communicate.
- Submissive behaviour when the perpetrator is around.

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- Excessive distress, particularly when a visitor is leaving.
- An uncomfortable living environment, such as extreme tidiness or extreme disorder.

5. Bullying

Bullying is the use of aggression with intention of hurting another person. It results in pain and distress for the victim. It can be difficult to define below are some examples.

- A coach adopts a win at all costs philosophy
- An Adult at Risk is regularly intimidated verbal or with threats of violence.
- Emotional e.g., being unfriendly, excluding
- Physical e.g., pushing, kicking, hitting, punching
- Racist e.g., racial taunts, graffiti, gestures
- Sexual e.g., unwanted physical contact
- Homophobic e.g., focusing on the issues of sexuality
- Verbal e.g., name calling, teasing, spreading rumours
- Electronic e.g., emails, texting, comments on social networking sites

6. Financial Abuse (Older Children)

Financial abuse can take many forms, from denying you all access to funds, to making you solely responsible for all finances while handling money irresponsibly themselves. Money becomes a tool by which the abuser can further control the victim, ensuring either the Child's financial dependence on them, or shifting the responsibility of keeping a roof over the family's head onto the adult while simultaneously denying their ability to do so or obstructing them.

- Unusual financial transactions or loss of financial assets.
- Unexplained loss of valuable items, jewellery, heirlooms, personal collections etc.
- Changed signatories to bank accounts or other assets.
- A person who always visits on the day they receive state payments.
- Unexplained visits from neighbours or local young people, where these are not supervised.

Stadium Safeguarding Policy:

Please contact the Commercial Safeguarding Officer Sonia Eaves Sonia.eaves@ajbellstadium.co.uk (redirects to new stadium emails of Salford Stadium).

Alternatively, please contact Designated Safeguarding Lead at Sale Sharks

Sale Sharks Designated Safeguarding Lead Officer (s)	
Carol Baker: Head of Safeguarding email: carol.baker@salesharks.com phone: 07786 367 631	Andrew Jibson: Assistant Academy Manager Email: andrew.jibson@salesharks.com Phone: 07725 971 581



RFU Safeguarding Team	Senior Management Team
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INFO@SALESHARKS.COM | WWW.SALESHARKS.COM



Vivien Rimmer: Senior Safeguarding Manager at RFU e-mail: Vivienrimmer@rfu.com	Paul Smith Chief Executive Officer Board of Directors
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Safeguarding Contact Numbers

Sale Sharks Head of Safeguarding

Mrs. Carol Baker
 Sale Sharks Designated Safeguarding Lead
 E-mail: carol.baker@salesharks.com
 Telephone: 07786367631

Mr. Andrew Jibson
 Assistant Academy Manager
 Email: andrew.jibson@salesharks.com
 Telephone: 07725971581

Key Contacts:

Greater Manchester Police	0161 856 7584 or 0161 856 7577 Trafford.PPIU@gmp.pnn.police.uk
	Outside Office hours 0161 872 5050
Trafford M.B.C Adult Services	0161 253 5151 (weekdays only) 0161 253 6606 (out of hours)
Trafford Safeguarding Children Board	e-mail: tscb@trafford.gov.uk phone: 0161-911-8687 address: Trafford Town Hall, Talbot Road, Stretford, M32 0TH
Trafford LADO	MARAT@trafford.gov.uk
RFU: Kath Bennett Safeguarding Case Manager	e-mail: kathbennett@rfu.com phone: 02088317479
RFU: Chris Rawlings Safeguarding Compliance Coordinator/DBS	e-mail: chrisrawlings@rfu.com phone: 0208 831 7454 Fax: 0208 831 7442
RFU: Vivien Rimmer Senior Safeguarding Manager	e-mail: vivienrimmer@rfu.com
RFU Safeguarding team	Phone: 0208 831 6655
NSPCC 24-hour freephone	Phone: 0808 800 5000
Carol Baker:	E-mail: carol.baker@salesharks.com Phone: 07786367631
Ann Craft Trust - Supporting Adults at Risk	E-mail: ann-craft-trust@nottingham.ac.uk Phone: <u>0115 951 5400</u>