

## **Qualification Policy**

### **Child and Vulnerable Adult Protection Policy**

#### **Great Britain Wheelchair Rugby**



## **QUALIFICATION POLICY**

### **CHILD AND VULNERABLE ADULT PROTECTION POLICY**

**See GBWR Safe & Sound Safeguarding policy as covering corporate policy.**

#### **Scope**

Great Britain Wheelchair Rugby Ltd has a professional duty to provide children and vulnerable adults with appropriate safety and protection. As the welfare of the child and vulnerable adult is paramount, we are committed to providing safe equipment and facilities so that children and vulnerable adults may participate in courses/programmes in a secure environment.

We promote ethical behaviour, providing children and vulnerable adults with a sense of being valued. On this basis, we aim to ensure safe recruitment practices are always followed, to establish the suitability of personnel to work with children and/or vulnerable adults.

It is ultimately the responsibility of the Head of the Centre, David Pond, to ensure that this policy is implemented, published and accessible to all personnel, learners and any relevant third parties. However, the Qualification Coordinators (QCs) specific to each qualification are responsible for ensuring this information is fully understood by their qualification team and by the learners who commence courses/programmes in their area.

#### **Objectives**

In order to provide safety, protection and security to children and vulnerable adults throughout our operations, we will adhere to our child and vulnerable adult protection policy/statement and intend to:

- protect all children and vulnerable adults from abuse, whatever their age, culture, disability, gender, language, ethnic origin, religious beliefs or sexuality
- raise awareness of child and vulnerable adult protection issues and promote good practice
- conduct risk assessments to minimise potential hazards to children's and vulnerable adults' welfare
- provide support to learners who have been abused and act proactively by preventing any similar incidents through risk assessment
- ensure all personnel fully understand their responsibilities and are provided with the appropriate training/regular updates of the legislation

In achieving our policy aims and being proactive, we have developed procedures related to the recruitment of personnel and how allegations of child and vulnerable adult abuse should be dealt with. In light of this, we implement safe recruitment practices in checking the suitability of personnel to work with children and vulnerable adults.

#### **Personnel Recruitment Procedure**

Applicants are required to complete an application form (which may lead to a subsequent interview) which contains explicit information about their past. These are required to be returned to the relevant department and the member of personnel managing the recruitment process.

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Where applicants will take significant responsibility for safeguarding children during activities within Great Britain Wheelchair Rugby, they will be required to complete a Disclosure and Barring scheme (DBS) check.

Personnel are selected on their suitability to meet the job/role-related requirements and responsibilities and their ability to demonstrate that they can work safely with children and/or vulnerable adults.

Applicants will receive confirmation in writing relating to the outcome of their application/interview. If the outcome is positive, arrangements are made for induction and any relevant training, which includes clarification of activity requirements, responsibilities and child and vulnerable adult protection procedures and further identification of training needs.

New members of personnel are then required to confirm their agreement to abide by the Great Britain Wheelchair Rugby policies and procedures, including the child and vulnerable adult protection policy, in writing. Awareness of child and vulnerable protection practice will continue to be addressed via ongoing training. All members of personnel who work with children and vulnerable adults are required to adhere to this policy.

### Allegations Reporting Procedure

Allegations of possible child and/or vulnerable adult abuse must be reported to:

Child/Vulnerable Adult Protection Officer  
Gill Camina

[safeguarding@gbwr.org.uk](mailto:safeguarding@gbwr.org.uk);

Great Britain Wheelchair Rugby Limited  
Rugby House  
Twickenham Stadium  
200 Whitton Road  
Twickenham  
Middlesex  
TW2 7BA

Allegations will be taken seriously and dealt with as soon as practicable, in line with Great Britain Wheelchair Rugby child and vulnerable adult protection policy.

The Child and Vulnerable Adult Protection Officer is responsible for conducting any investigation and demonstrating the results if the child and/or vulnerable abuse is suspected to be committed by a member of centre staff. Throughout this procedure, records will be maintained and kept securely and confidentially, separately from the learners' file.

The Child and Vulnerable Adult Protection Officer will make a report to the authorities on any allegation, which places a child or vulnerable adult in danger.

In the event of an allegation of child and/or vulnerable adult abuse being committed by any 1st4sport personnel or tutors/assessors/internal verifiers who appear on a 1st4sport partner list (where

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applicable), the Child and Vulnerable Adult Protection Officer is required to report any allegation to 1st4sport.

Allegations of possible child and/or vulnerable adult abuse required to be submitted to 1st4sport must be sent to:

Address:           FAO: Incidents and Investigations Manager  
                          1st4sport Qualifications  
                          Coachwise Ltd, Chelsea Close  
                          Off Amberley Road  
                          Leeds LS12 4HP

Email:             [IManagement@1st4sportqualifications.com](mailto:IManagement@1st4sportqualifications.com)

The 1st4sport Incidents and Investigations Manager will make a report to the authorities on any allegation, which places a child or vulnerable adult in danger.

In the instance of any lack of clarity arising from this policy, or where a resolution cannot be reached under the guidance of this policy, Great Britain Wheelchair Rugby will refer to all relevant corporate policies to resolve issues.