

## Safeguarding Policy and Procedures

British Eventing Ltd (BE) fully accepts its legal, The Childrens Act (1989) and (2004), and moral obligation to provide a duty of care to protect all children and vulnerable adults and safeguard their welfare, irrespective of age, sex, disability, race, parental or marital status, pregnancy, religion or belief, creed, sexual orientation and gender reassignment. A child/young person is defined as a person under the age of 18 (the Childrens Act 1989).

BE along with all other British Equestrian Federation (BEF) member bodies, fully adopts the BEF Safeguarding Equestrian Sport Policy, the full policy can be downloaded from the BEF website [www.bef.co.uk](http://www.bef.co.uk).

### Policy Aims.

The aims of the British Eventing Safeguarding Policy are:

- To ensure robust safeguarding arrangements and procedures are in operation to provide children, young people and Adults at Risk with appropriate safety and protection whilst at British Eventing affiliated events and training courses allowing them to participate in a fun, safe environment and in an atmosphere of fair play
- To take all reasonable practical steps to protect children and Adults at Risk from harm, discrimination and degrading treatment and respect their rights, wishes and feelings.
- To ensure everyone understands their roles and responsibilities in respect of safeguarding and are provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children, young people and Adults at Risk.
- To ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern. All concerns or allegations of poor practise or abuse are taken seriously and responded to swiftly and appropriately. It is the responsibility of child protection experts to determine whether or not abuse has taken place but it is everyone's responsibility to report it.
- To ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- To maintain high standards of behaviours and good practise through compliance with BEF codes of conduct produced for coaches, selectors and volunteers

The policy and procedures are mandatory for everyone involved with British Eventing. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

The policy will be reviewed every year, or in the following circumstances:

- changes in legislation and/or government guidance
- as required by the Local Safeguarding Children Board, UK Sport and the BEF
- as a result of any other significant change or event.

### Lead Welfare Officer

BE will appoint a Lead Welfare Officer (LWO) from its Executive Team. The subject of safeguarding will be an agenda item at each meeting of the Board of Directors.

The role of the LWO is:

- To represent BE on the BEF Safeguarding and Equality Action Team (SEAT)
- To keep this Policy up to date and ensure it is disseminated throughout the sport
- To ensure that BE's affiliated event organisers, officials, youth team selectors, accredited coaches, and U18 coaches and coordinators are aware of the Safeguarding Policy, procedures, guidelines and codes of conduct and adopt them as appropriate
- To advise the BEF and Federation Case Management Group of any allegations or complaints made in relation to child protection and welfare and to implement BE's disciplinary procedure as appropriate

- To respond to any allegations or complaints made from within BE in accordance with the agreed protocols detailed in the BEF Safeguarding Equestrian Sport
- To communicate with other BEF member bodies with regard to concerns involving safeguarding, child protection and welfare
- To ensure that U18 members and their parents are aware of BE's Safeguarding Policy and Procedures and how to access them.
- To facilitate and promote education and training in safeguarding in partnership with the BEF and the other member bodies for staff, officials and volunteers
- To ensure that procedures on recruitment of staff, officials and volunteers are followed and for those roles which undertake regulated activity, that a request for clearance through the Disclosure and Barring Service has been submitted. See Annex A for a list of roles and whether or not they undertake regulated activity.
- To ensure that codes of conduct are in place for officials, team selectors, U18 coordinators, coaches, members and their parents
- To ensure confidentiality is maintained and information is only shared on a 'need to know' basis.

### **Nominated Welfare Officer**

BE appoints its three event officials; Scorer, Technical Advisor and Steward, as Nominated Welfare Officers (NWO) for its affiliated events. In addition the Chairman of Selectors for each of the Youth Teams or the U18 Coordinators will be the NWO for U18 and youth team training sessions, youth championships and trials. Where the organiser of an affiliated event prefers to nominate a suitably trained individual from within their team to assume the role of NWO, they may do so.

The role of the NWO is:

- Adopt and promote BE's Safeguarding Policy and that of the BEF
- Be the first point of contact at the affiliated event or training session for volunteers, young members or parents for any issue concerning safeguarding, child protection or welfare, poor practise or potential/alleged abuse
- Follow the flowchart contained in the BEF Safeguarding Policies for procedures for recording and reporting information as required
- Report any allegations or complaints to the LWO
- Ensure confidentiality is maintained and information is only shared on a 'need to know' basis.
- Have access to contact details for Children's and Adult Services, the Police and LWO. Where appropriate this information should be established with the assistance of the event organiser before the affiliated event.

It is not the role of the NWO to be a Safeguarding expert or to determine whether or not a serious incident has taken place, rather to record the details and seek guidance if necessary.

### **Equal Opportunities Statement.**

BE aims to ensure that all people, irrespective of age, sex, disability\*, race, parental or marital status, pregnancy, religion or belief, creed, sexual orientation and gender reassignment have an equal opportunity to take part in equestrianism at any level and in any role.

BE informs, through its Member's Handbook and Employee Handbook, its members, employees and volunteers on the ownership adoption and implementation of equal opportunities within the sport of Eventing, and will monitor, review and evaluate progress in achieving these aims, feeding back to member bodies on progress made.

BE's employment policy is to ensure that individuals are treated solely on the basis of their relevant aptitudes, skills and abilities. Accordingly, the BE management team ensures that recruitment, selection, training, development and promotion procedures result in no job applicant or employee receiving less favourable treatment on the grounds of age, sex, disability, race, parental or marital status, pregnancy, religion or belief, creed, sexual orientation and gender reassignment or being a part time worker.

BE's members, employees and volunteers have a responsibility to ensure they assist BE in successfully achieving its equal opportunities objectives by:

- Not discriminating against fellow members, employees, volunteers, suppliers or members of the public with whom they come into contact during the course of their equestrian pursuits;
- Not inducing or attempting to induce others to practice unlawful discrimination;
- Challenging any discrimination observed in others presuming that this action does not impinge on their own personal safety;
- Reporting any discriminatory action to the LWO at BE.

\* For the purpose of this policy disability includes deaf and disabled children, young people and adults and those with any other additional need.

## **Communication**

BE will communicate its Safeguarding Policy and Procedures through the Members Handbook and it will appear in full on the website.

BE will circulate to all new members under the age of 18 (this includes all those who join in the year of their 18 birthday the BE Youth Eventing booklet

The name and number of the LWO is listed in the BE Members Handbook

The name of the NWO appears in the event program

All individuals involved with BE, no matter what role they participate in must adhere to the Safeguarding Code of Conduct

BE Officials, U18 Coordinators, U18 coaches, youth team selectors and coaches must all sign to agree to uphold the Safeguarding Code of Conduct.

## **Training**

Current BE Officials (Steward, Scorer and Technical Advisor), youth team selectors, U18 coordinators and U18 coaches must all undertake the BEF approved safeguarding training course. These courses can be face to face, which are organised via the BHS and Pony Club or via the BEF approved online training portal. Initial training must be face to face with follow training every three years. Face to face sessions should be attended every other three year cycle.

Any new appointments of TA's, Scorers, Stewards, youth team selectors, U18 coordinators and U18 coaches will undertake the BEF Safeguarding training course as part of their initial training/induction unless they can evidence that they have undertaken the course with another member body in the last three years.

All accredited coaches are required as part of their accreditation process to evidence that they have undertaken the BEF Safeguarding Course within the last three years. Thereafter they will be required to refresh their training every three years either face to face or via the BEF approved online training portal

## **Position of Trust and Abuse of trust in the Equestrian Industry**

### Position of Trust

An adult is in a position of trust over a child if they regularly teach, train, supervise or have sole charge of the child in certain settings (e.g. hospitals, residential care, schools) or when in certain roles (e.g. teacher, care worker) Sexual Offences Act 2003.

### Abuse of Trust

Sexual activity between an adult in a position of trust and a child is deemed to be an abuse of trust and is unlawful, even if the child is over the age of consent (i.e. Is 16 or 17). The BEF along with other sport governing bodies treats coaches and other officials as being in a position of trust. Coaches and other officials should ensure they maintain healthy, positive and professional relationships with all participants. Coaches and others in positions of authority and trust in relation to athletes aged under 18 must not engage in sexual relationships with them while that unequal power relationship exists. Any abuse of trust (sexual activity or relationships where an adult holds a position of authority, influence or responsibility over a participant) may result in disciplinary action by BE.

## **Disclosure and Baring Service**

Annex A lists the roles within BE and identifies those that undertake regulated activity. Individuals who hold these positions must hold a current clearance through the Disclosure and Barring Service. Clearances must be renewed every three years.

Individuals can either complete the full process every three years or register and pay the requisite premium to the DBS to enable on - line checking as to the current status and portability of the clearance. Those who select to use the on-line checking process must supply the unique reference number to enable BE to revalidate the clearance.

Annex B details the procedures relating to the Disclosure and Baring Service.

## **Safeguarding Code of Conduct.**

A person in a position of authority should avoid any form of sexual contact or inappropriate behaviour with any participants but specifically those who are under age 18 or vulnerable.

A person in a position of authority should communicate with participants in an appropriate recognised format and should be aware that social networking sites are a very popular medium of communication with many aged much younger than 18 years. Many centres/schools will now host their own social networking sites or pages. One to one interaction via email, text messages or social networks particularly with those under 18 should be avoided. Further guidance is available from the BEF, BE and the Child Protection in Sport Unit.

To ensure that all forms of abuse are prevented and to help protect people who work with children, young members and vulnerable adults the following guidelines must be followed by all staff, officials, members and volunteers:

- Always work in an open environment as far as possible and practicable (e.g avoid situations where you and an individual child or vulnerable adult are completely unobserved). However, if this is unavoidable, then you must ensure that other adults know where you are, what you are doing and how long you are going to take. This is for your safety as well as the young person or vulnerable adult;
- Respect the rights, dignity and worth of all members and treat everyone with equality;
- Ensure the welfare of each child or vulnerable adult in the context of winning or achieving goals;
- Adults always promote the positive aspects of equestrianism and never condone rule violations or the use of prohibited substances;
- Ensure that if any form of manual/physical support is required, it should be provided openly. Children or vulnerable adults should always be consulted and their agreement gained. Some parents are becoming increasingly sensitive about manual support and their views should always be carefully considered;
- Recognise the developmental needs and capacity of children or vulnerable adults – avoid excessive training or competition and do not push them against their will;
- Secure parental consent in writing to act in partnership with those with parental responsibility, being able to take some decisions on the behalf of the relevant adult if s/he is not able to be consulted; or in an emergency situation. If the need arises to administer emergency first aid and/or other medical treatment keep a written record of any injury that occurs, along with the details of any treatment given.

The following should be avoided except in emergencies. If cases arise where these situations are unavoidable it should be with the full knowledge and consent of someone in charge at an Event or the child's parents. For example, if a child sustains an injury and needs to go to hospital or a parent fails to arrive to pick a child up at the end of an Event:

- Avoid spending excessive amounts of time alone with children or vulnerable adults away from others;
- Avoid taking or dropping off a child or vulnerable adult to an Event unless with the full permission of those who have parental responsibility, and if the adult can ensure that s/he is never alone with a single child;
- Never allow allegations made by a child or vulnerable adult to be disregarded, unrecorded or not acted upon;
- Never do things of a personal nature for children or vulnerable adults, that they can do for themselves;
- Officials, competitors and volunteers should never:
  - Engage in rough, physical or sexually provocative games;
  - Allow or engage in any form of inappropriate touching;
  - Allow children to use inappropriate language unchallenged;
  - Make sexually suggestive comments to a child, even in fun;
  - Allow bullying behaviour to go unchallenged
  - Invite or allow children or vulnerable adults to stay with them at their home unsupervised.

**Note:** it may sometimes be necessary for adults to do things of a personal nature for children or vulnerable adults particularly if they are young or are disabled. These tasks should only be carried out with the full understanding and consent of parents/carers. If a person is fully dependent on you, talk with him/her about what you are doing and give choices where possible.

If any of the following occur you should report this immediately to another colleague and record the incident. You should also ensure the parents/carers of the child or vulnerable adult are informed:

- If you accidentally hurt a child, young person or vulnerable adult;
- If he/she seems distressed in any manner;
- If a child or vulnerable adult misunderstands or misinterprets something you have done.

### **Use of photographic/filming equipment at sporting events.**

There is evidence that some people have used sporting events as an opportunity to take inappropriate photographs or film footage of young and disabled sportspeople in vulnerable positions. All Event officials and volunteers should be vigilant and any concerns should be reported to the LWO at BE.

Given the nature of many of the venues hosting BE events, it is virtually impossible to control who is taking photographs, however Organisers are strongly advised to ensure that any official photographer for the event is identifiable and the following guidelines adhered to:

- Where possible do not include the name of a child whose image is being used.
- If naming a child or group of children in an image, only use their first names, as this will reduce the risk of inappropriate, unsolicited attention from people within and outside the sport.
- Avoid the inclusion of other detailed information about individual children
- Ask for the child's and parent's permission to use their image. This ensures that they are aware of the where and how the image is to be used to represent the sport..

Concerns regarding inappropriate or intrusive photography reported to the event organiser or official should be recorded in the same manner as any other safeguarding concern.

There is no intention to prevent coaches and teachers using video equipment as a legitimate coaching aid. However, the permission must be gained of anyone with parental responsibility prior to taking the photograph or video footage. N.B. For any child / young person who is in the Care of the Local Authority, the child's Social Worker MUST also give permission for their image to be taken and such films should be:

- Stored securely in a locked container;
- Used only by the trainer/coach for training purposes;
- Destroyed when the film is of no more value for training purposes or when requested to do so by the parent or carer.

### **Dealing with a Disclosure**

All staff, officials and volunteers must be aware that the main categories of abuse are:

- Physical Abuse
- Emotional Abuse
- Sexual Abuse
- Neglect

These categories are described in more detail in (Annex C). The abuse may be instigated by one or more adults and/or other children and young people.

Trainers/coaches and other staff may find themselves in a position where a child makes a disclosure of harm or abuse. If this happens it is important that they act appropriately. All involved in eventing are expected to adhere to the following procedures if a child discloses that they have been abused in some way:

- When information about possible abuse comes to light, find time and, if necessary, a suitable place to listen to the child.
- Listen to what is being said without displaying shock, disbelief or attempting to lead the child.
- Do not make false promises and do not promise confidentiality. If the child asks that information is kept secret, it is important that you tell the child in a manner appropriate to the child's age that you cannot promise complete confidentiality—instead you must explain that you may need to pass information on to other professionals to help keep the child, or other children, safe.
- Allow the child to talk freely. Do not cross examine, interview, probe or ask to see any injury that is not visible. Listen, only asking non-leading questions when necessary to clarify.
- Do not criticise the alleged perpetrator.
- Reassure the child that what has happened is not his/her fault.
- Stress that it was the right thing to tell someone.
- Explain what has to be done next and who has to be told.
- Find out just enough to be sure of the need to refer, and keep any questions open (e.g requiring information) rather than closed (e.g only requiring a yes or no answer).
- Make records that are factual, accurate and relevant and avoid subjective judgements. It is not your responsibility to 'check out' what any child tells nor should any abuser be questioned.
- Print, sign and date the Initial Issue/Concern Report and include your designation.

### **Guidance for sharing information**

The Seven Golden Rules to Sharing Information

Taken from Information Sharing Advice March 2015

1. Remember that the Data Protection Act 1998 and human rights law are not barriers to justified information sharing, but provide a framework to ensure that personal information about living individuals is shared appropriately.
2. Be open and honest with the individual, and/or their family where appropriate, from the outset about why, what, how and with whom information will, or could be shared, and seek their agreement, unless it is unsafe or inappropriate to do so.
3. Seek advice from other practitioners if you are in any doubt about sharing the information concerned, without disclosing the identity of the individual where possible.
4. Share with informed consent where appropriate and, where possible, respect the wishes of those who do not consent to share confidential information. You may still share information without consent if, in your

judgement, there is good reason to do so, such as where safety may be at risk. You will need to base your judgement on the facts of the case. When you are sharing or requesting personal information from someone, be certain of the basis upon which you are doing so. Where you have consent, be mindful that an individual might not expect information to be shared.

5. Consider safety and well – being: Base your information sharing decisions on considerations of the safety and well – being of the individual and others who may be affected by their actions.
6. Necessary; proportionate; relevant; adequate; accurate; timely and secure: Ensure that the information is necessary for the purpose for which you are sharing it, is shared only with those individuals who need to have it, is accurate and up to date, is shared in a timely fashion, and is shared securely.
7. Keep a record of your decision and the reasons for it – whether it is to share information or not. If you decide to share, then record what you have shared, with whom and for what purpose.

A flow chart (Annex D) provides further guidance on BE's procedures for when and to whom information should be shared.

BE together with other Member Bodies of the BEF have agreed to share information between themselves which promotes and protects safeguarding throughout equestrianism. Any data shared will comply with appropriate legislation.

### **Records and Confidentiality**

Information passed to Children's or Adults' Social Care or the police must be as helpful as possible, hence the necessity for making a detailed record at the time of the disclosure/concern. Information should be written in factual format and should include the following:

- The facts about the allegation or observation.
- A description of any visible injuries or signs.
- The child's account, if this has been disclosed, of what has happened and how any injuries occurred.
- Any witnesses to the incident(s).
- Any times, dates or other relevant information.
- A clear distinction between what is fact, opinion or hearsay.

**Please note:** Where possible you should include the relevant dates, times, situation, people present and factual information, including the dates, times and designation of the report writer. The record must then be signed with the name and designation clearly printed beneath. For guidance on how long to keep records please see Guidance on Retention and Storage of Child Protection Records which can be found in the BEF Toolkit and on the BEF website.

### **Informing parents/carers**

Wherever possible, personnel concerned about the welfare of a child should work in partnership with parents/carers. Therefore, in most situations, it would be important to talk to parents/carers to help clarify any initial concerns (e.g. if a child's behaviour has changed, it is important to check whether there is a reasonable explanation such as family upset or bereavement). However, there are circumstances in which a young person might be placed at even greater risk if concerns are shared (e.g. where a parent/carer may be responsible for the abuse or not able to respond to the situation appropriately). In these situations or where concerns still exist, any suspicion, allegation or incident of abuse must be reported to BE's Lead Welfare Officer.

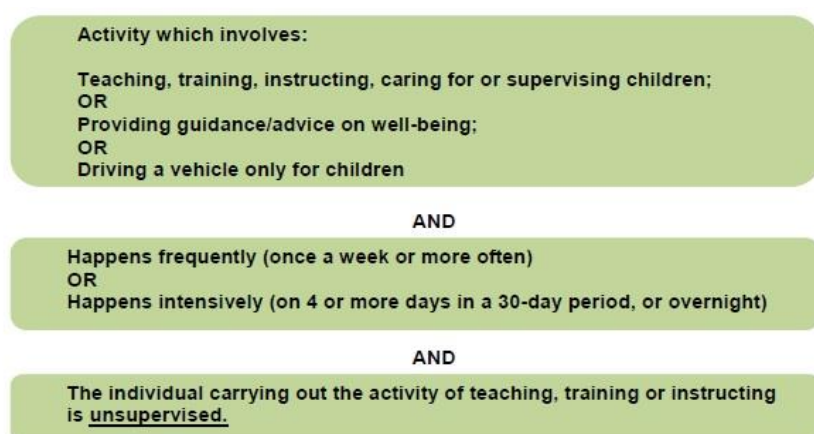
## **BEF Safeguarding Policy**

The BEF policy outlines a number of templates in relation to specific codes of conducts for participants, parents, and spectators. Whilst BE do not mandate that these templates are used throughout the whole membership, we do encourage that these are used for the youth teams and the U18 regional teams.

The BEF policy contains process charts and forms which are considered best practise when an allegation is received.

## Annex A – British Eventing Roles undertaking Regulated Activity

An individual is defined as being in Regulated Activity if the following requirements are met:



Official Role	Regulated Activity	Rationale
Board Directors	No	Unlikely to be in a circumstance of being unsupervised, ie always have a second adult/parent in attendance
Chief Executive	No	Unlikely to be in a circumstance of being unsupervised, ie always have a second adult/parent in attendance
Head Office Staff	No	Unlikely to be in a circumstance of being unsupervised, ie always have a second adult/parent in attendance
Regional Staff	No	Unlikely to be in a circumstance of being unsupervised, ie always have a second adult/parent in attendance
Stewards	No	Unlikely to be in a circumstance of being unsupervised, ie always have a second adult/parent in attendance. As NWO the regularity of a conversation occurring unsupervised should hopefully not be as frequent as once per week. However if the frequency does increase then this role should be reviewed.
Technical Advisors	No	Unlikely to be in a circumstance of being unsupervised, ie always have a second adult/parent in attendance. As NWO the regularity of a conversation occurring unsupervised should hopefully not be as frequent as once per week. However if the frequency does increase then this role should be reviewed.
Scorers	No	Unlikely to be in a circumstance of being unsupervised, ie always have a second adult/parent in attendance. As NWO the regularity of a conversation occurring unsupervised should hopefully not be as frequent as once per week. However if the frequency does increase then this role should be reviewed.
Regional Training Officer	No	Unlikely to be in a circumstance of being unsupervised, ie always have a second adult/parent in attendance
U18 Coordinator	Yes	Likely to be in circumstance of being unsupervised. Regular contact with U18 at events
Chairman of Selectors for Pony and Junior Teams	Yes	Teams travel without parents to Championships.
Selectors for Pony and Junior Teams	Yes	Teams travel without parents to Championships.
Pony and Junior Team Coaches	Yes	Teams travel without parents to Championships and training periods may be unsupervised
U18 Coaches	Yes	Likely to be in circumstance of being unsupervised. Regular contact with U18 at events and coaching sessions
Accredited Coaches	Yes	Likely to be in circumstance of being unsupervised whilst coaching.
Course Designers and Builders	No	Unlikely to be in a circumstance of being unsupervised, ie always have a second adult/parent in attendance

## Annex B – British Eventing Procedures relating to Disclosure and Baring Service

### Process

In line with the common BEF policy, BE utilises the services of the British Horse Society (BHS) to process the Disclosure and Baring Service clearance submissions. BHS in turn use a third party company called Disclosure Service for the online processing.

Individuals requiring DBS disclosure certificates will receive a pack outlining the process that they must complete before the accreditation is complete or confirmation of the appointment is made.

Original Identification documents sent to BE for verification will be returned back to the owner at the earliest opportunity. Any documents held overnight, will be stored in the safe.

Individuals who have 'content' on their certificates will be requested to send their certificate to the BE's Lead Welfare Officer. Depending on the nature of the content BE may seek advice from the BEF Safeguarding Case Management Group before making a risk assessment as to the suitability of the individual to the role for which they have applied or are being considered for.

### Record Keeping

In order that BE can maintain adequate but reasonable records the following information will be held for the time specified

1. Hard copy of the Disclosure and Barring Service Cover sheet and photocopy of the identification documents until the online DBS has been completed by the applicant, identity verified by appointed BE staff and submission completed. Once submission has been made the identity documents will be securely destroyed and the cover sheet scanned on to the membership record.
2. Emails from the Disclosure Service advising of the outcome of the clearance will be attached to the membership record with restricted access only for the period that the individual holds a position identified as undertaking regulated activity for BE.
3. The outcome of any risk assessment will be logged on the membership record with restricted access.

### Authorised Individuals

All BE staff based at head office may process a Disclosure and Baring cover sheet and photocopy the identity documents.

The following BE staff are authorised to verify identification documents on the on-line system and to receive and access records identified above as being restricted.

Training and Safety Administrator,  
Training and Education Coordinator  
Training and Education Administrator  
Officials and Rules Coordinator  
Lead Welfare Officer



## Annex C - Types of Abuse

*“Child abuse is any action by another person – adult or child – that causes significant harm to a child. It can be physical, sexual or emotional, but can just as often be about a lack of love, care and attention. We know that neglect, whatever form it takes, can be just as damaging to a child as physical abuse.*

*An abused child will often experience more than one type of abuse, as well as other difficulties in their lives. It often happens over a period of time, rather than being a one-off event. And it can increasingly happen online.” (NSPCC, online, 2016).*

There are four main categories of abuse:

### Physical Abuse:

A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

#### Example of Physical Abuse in Sport

It is normal for children to have cuts and bruises on their bodies caused by accidents which happen whilst they are moving about and/or playing. These are marks that have an acceptable and reasonable explanation. Marks or injuries which do not have an acceptable explanation may indicate that a child has been abused.

Bodily Harm that may be caused by:

- Over training or dangerous training of athletes.
- Over playing an athlete.
- Failure to do a risk assessment of physical limits or pre-existing medical conditions.
- Administering, condoning or failure to intervene in drug use.

Other signs of physical abuse include multiple injuries (i.e. bruising, fractures) inflicted at different times. It is particularly concerning if parents/carers are unable to explain these injuries and it is not clear whether they took the child to receive medical treatment at the time of the injury.

Signs which may raise concerns about physical abuse include:

- Refusal to discuss injuries
- Aggression towards others
- Improbable excuse given to explain injuries
- Fear of parents being approached for an explanation
- Running away
- Untreated injuries
- Excessive physical punishment
- Unexplained injuries, particularly if recurrent
- Avoiding activities due to injuries or possibility of injuries being discovered
- Wearing long or extra clothing to hide injuries

### Sexual Abuse:

Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non – penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non – contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

#### Example of Sexual Abuse in Sport

- Exposure to sexually explicit inappropriate language or jokes.
- Showing a child pornographic material or using a child to produce such material.
- Sexual intercourse and/or sexual activity with a child under 16.

Signs which may raise concerns about sexual abuse include:

- Lack of trust in adults or over familiarity with adults, fear of a particular adult
- Social isolation – being withdrawn or introverted, poor peer relationship
- Sleep disturbance (nightmares or bed-wetting)

- Running away from home
- Girls taking over the mothering role
- School problems e.g. falling standards, truancy
- Reluctance or refusal to participate in physical activity or to change clothes for games
- Low self-esteem
- Display of sexual knowledge beyond the child's age
- Drug, alcohol or solvent abuse
- Sexual promiscuity, over-sexualised behaviour, compulsive masturbation
- Unusual interest in the genitals of adults, children or animals
- Bruises, scratches, bite marks to the thighs or genital areas
- Discomfort/difficulty in walking or sitting
- Urinary tract problems, vaginal infection or genital damage
- Stained underwear, soiling or wetting
- Fear of bathrooms, showers, closed doors
- Having irrational fears
- Psychosomatic factors e.g. recurrent abdominal or headache pain
- Eating disorders
- Anxiety, depression, self-harm/mutilations, suicide attempts
- Pregnancy
- Fear of medical examinations
- Genital odour, venereal/sexually transmitted diseases
- Itchiness, soreness, discharge, unexplained bleeding from the rectum, vagina or penis
- Abnormal sexual drawings
- Developmental regression/acting younger than their age
- "Grooming" including over the internet
- Wearing extra clothing/clothing tied tight; reluctance to wear sports kit

### Emotional Abuse:

The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or "making fun" of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

It is important to remember that some children are naturally open and affectionate whilst others are quieter and more self-contained. Children also develop at different rates from one another and some may be slightly more or less advanced than other children in their age group. Mood swings and challenging behaviour are also a normal part of growing up for teenagers and children going through puberty. Be alert to behaviours which appear to be out of character for the individual child.

### Examples of Emotional Abuse in Sport

- Persistent failure to show any respect to a child e.g. continually ignoring a child.
- Constantly humiliating a child by telling them they are useless.
- Continually being aggressive towards a child making them feel frightened.
- Acting in a way which is detrimental to the child's self-esteem.

Signs which may raise concerns about emotional abuse include:

- Low self-esteem
- Significant decline in concentration
- Running away
- Indiscriminate friendliness and neediness
- Extremes of passivity or aggression
- Self-harm or mutilation

### Neglect:

The persistent failure to meet a child's basic physical and / or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result

of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment);
- Protect a child from physical and emotional harm or danger;
- Ensure adequate supervision (including the use of inadequate care – givers); or
- Ensure access to appropriate medical care or treatment.

#### Example of Neglect in Sport

- Persistent failure to show any respect to a child e.g. continually ignoring a child.
- Constantly humiliating a child by telling them they are useless.
- Continually being aggressive towards a child making them feel frightened.
- Exposing a child to extreme weather conditions e.g. heat and cold.
- Failing to seek medical attention for injuries.
- Exposing a child to risk of injury through the use of unsafe equipment.
- Exposing a child to a hazardous environment without a proper risk assessment of the activity.
- Failing to provide adequate nutrition and water.

Signs which may raise concerns about neglect include:

- Constant hunger
- Poor personal hygiene and/or poor state of clothing
- Constant tiredness
- Frequent lateness or unexplained nonattendance
- Untreated medical problems
- Low self-esteem
- poor peer relationships
- Stealing

Please note that this is not an exhaustive list and the presence of one or more of the indicators is not proof that abuse is actually taking place. Any concerns that you have about children should be investigated appropriately.

### Disabled Riders

There have been a number of studies which suggest young people (or adults) with disabilities, are at increased risk of abuse. This is because:

- They are often dependent on a number of people for care and handling, some of which can be of an intimate nature.
- They may be unable to understand the inappropriateness of the actions or communicate to others that something is wrong.
- Signs of abuse can be misinterpreted as a symptom of the disability
- Like others, they are fearful of the consequence of disclosing abuse.
- Attitudes and assumptions that children with disabilities are not abused.
- They may be unable to resist abuse due to physical impairment.
- Of negative attitudes towards children with disabilities.
- Possible failures to recognise the impact of abuse on children with disabilities.

Annex D – Reporting Flowchart

