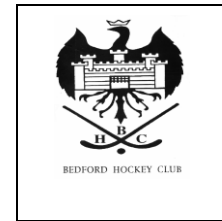


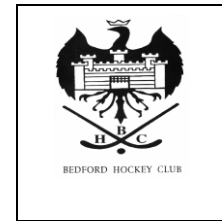
SAFEGUARDING / CHILD PROTECTION ACTION PLAN

Bedford Hockey Club



The Club will ensure that:	Standard met Y/N	Date of Completion	How is it monitored and reviewed?	Action
The club have adopted England Hockey's Child Protection Policies	Yes	4 th June 09	By Main committee. All coaches are asked to read it when they sign the codes of conduct and know to direct questions to the Welfare Officer. Is reviewed annually.	Ongoing evaluation and being updated by EHB. Welfare officer will talk though it when going through codes of conduct
The club have recruited a Welfare Officer	Yes	4 th June 09	This was done at the AGM and will continue to do so. If the Welfare officer is going to step down it will be announced through the club and new volunteers will be asked to step forward.	Evaluated at AGM
The club have identified individuals who are working with young people that require a CRB check and have a plan in place for these to be checked through EH	Yes	January 09	The junior co-ordinator will inform the CRB officer if any new coaches and volunteers have expressed an interest in joining the junior section. The CRB officer will then CRB check them.	Every recognised volunteer and coach will be CRB checked
The club have registered with England Hockey Criminal Records Bureau (CRB) checking service	Yes	24 th April 08	The club is registered.	Identify a second volunteer to CRB,
The club have sent relevant people on a scUK "Safeguarding and Protecting Young People in Sport (previously Good Practice and Child Protection) Workshop"	Yes	Ongoing	Welfare officer will keep an up to date spreadsheet of everyone's qualifications. This will be discussed when needed at Management Meetings.	Club will advertise courses on the web and send club e-mails out to everyone encouraging people to attend. The junior co-ordinator will ask specific people.
The club agree to seek appropriate consents from players involved in the programme	Yes	Ongoing	Checked on the subs form	This is on the subs form, the subs secretary lets relevant people know the emergency medical details.
All coaches, players, staff and volunteers are aware of how to report a concern	Yes	Ongoing	Discussed at the AGM in 09. Its within the documentation that coaches and volunteers are asked to read.	Welfare officer holds 2 meetings s a year where the codes of conduct are discussed which includes how to report a concern. Also on the webpage

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The Club will ensure that:	Standard met Y/N	Date of Completion	How is it monitored and reviewed?	Action
The policies and procedures are available to parents upon request	Yes	Ongoing	Junior co-ordinator direct parents to the webpage	Make sure the latest documents are on the webpage. This to be done by the communications officer and welfare officer
The Welfare Officer will attend the time to Listen workshop, and encourage others to do so.	Yes	19 th Nov 09	Attended	When local courses are planned encourage other coaches/volunteers to attend.
All new coaches and volunteers are encouraged to attend first aid courses.	Yes	Ongoing	Welfare officer keeps everything up to date on spreadsheet.	Advertise on webpage and send out club e-mail. To formally adopt a policy of having a player in every senior team a qualified first aider. Encourage parents to attend courses who watch their children.