

# **MILTON CRICKET CLUB**

## **CHILD PROTECTION**

POLICY AND PROCEDURES FOR ALL  
ADULTS INVOLVED IN  
MANAGING CHILDREN AND YOUNG  
PEOPLE (UP TO THE AGE OF 18)

This document is derived from and is consistent with  
The English Cricket Boards

“SAFE HANDS” Policy

A copy of which may be viewed on request  
To the club secretary

---

## **TABLE OF CONTENTS:**

Statement of Principles & Policy	3
Introduction	4
What is Child Abuse?	4
The Main Forms of Abuse	4
Physical Abuse	5
Sexual Abuse	8
Neglect	8
Emotional Abuse	8
How to Respond to Indicators or Disclosures of Abuse	9
Good Practice in the Care of Children & Young People	10
Recognising Abuse	12
Listening to the Child	13
Local Professional Contact list	14
What to do:	
If you are Concerned about Abuse by a Parent/Carer	15
If you are Concerned about Abuse by a Coach/Volunteer	16
Application Form for Volunteers	17
Declaration Form for Volunteers	18

---

## **MILTON CRICKET CLUB**

### **Child Protection Policy**

#### **Statement of Principles:**

- The welfare of the child is paramount.
- All children, whatever their age, cultural background, disability, gender, language, racial origin, religious belief or sexual identity has the right to protection from Abuse.
- All allegations of abuse will be taken seriously and will be investigated and responded to swiftly and appropriately.
- All children have the right to safety and to be treated with dignity and respect.

#### **Policy Statement:**

Milton Cricket Club and its members are committed to preventing child abuse by ensuring that all children who are visitors of the centre are kept safe from harm.

- The club will ensure that all adult members involved in the care of children will be given all necessary training and information as to the appropriate procedure to follow if there are concerns about child abuse.
- Managers and volunteers should be sensitive to any concerns about any allegations of child abuse and should ensure that such concerns are reported to the named person at the earliest opportunity. Members of the club will afford appropriate support to any adult member of the centre involved in such an allegation. During the investigation period the member will be suspended from centres activities.

#### **Recruitment of Staff/Volunteers:**

- All reasonable steps will be taken to ensure that those undertaking managing duties with the centre will be suitable to perform those duties. All such members will be asked to complete an application form that will include a statement to be signed, by the applicant, that they have no child abuse criminal convictions and to provide two references as to their character.

#### **THE NAMED PERSON FOR MILTON CRICKET CLUB**

**ARE:- SUE EVANS ,                      JOE GOODMAN**  
**01777 871593                      01777 703659**

## INTRODUCTION

Children and young people are the future and it is more important for managers to know about how children develop. An environment of care, patience, understanding and encouragement gives the best possible start to the young person. The manager is also responsible for protecting children from all forms of abuse and discrimination and to ensure that they receive equal treatment regardless of age, sex, race, culture, religion, language or ability.

Managers and anyone else involved with children and young people have a responsibility to recognize it and what steps to take to prevent it. This booklet is designed to introduce managers and other adults to these basic issues and to provide help in how to prevent, recognize and respond to child abuse.

## WHAT IS CHILD ABUSE?

It is tempting to look upon the centre as a special place of safety and high ethical standards. Unfortunately, for a variety of reasons, not all adults conform to these standards in their relationships with children.

Child abuse is the term used to describe ways in which children are harmed, usually by adults who they know and trust.

Men make up by far the greatest proportion of offenders — around **95%** - but women are sometimes involved, especially in emotional abuse and neglect. Almost half of the reported child abuse occurs to children below five years old (44%). Slightly more boys suffer abuse below the age of ten and slightly more girls above this age. Boys feature more in reported cases of physical abuse and girls more in reported sexual abuse.

## THE MAIN FORMS OF ABUSE

There are **four main forms of abuse**, but an **individual** child may **suffer from more** than one

- **Physical**
- **Sexual**
- **Neglect**
- **Emotional**

**We should remember that children can abuse other children, by bullying, name-calling and so on, and that we should be diligent in eradicating this type of practice. We should also ensure that our own and others' language and behavior does not discriminate against children or young people from different genders or class, religious, race or ethnic backgrounds.**

## Physical Abuse

Physical abuse occurs whether or not an actual injury is caused when. Striking, hitting. Shaking, squeezing, biting, burning or exerting excessive force on a child. Condoning or giving a child access to substances such as alcohol, tobacco, medicines, drugs, glue and so on is also a form of abuse.

In any activity physical abuse also occurs if the nature and intensity of training disregards the capacity of the child's immature or growing body or makes the child predisposed to injury resulting from fatigue or over use. The use of drugs to enhance performance in any way should also be treated as abuse.



**Bruises likely to be:** frequent, patterned (e.g. finger and thumb mark), old and new in same place (note colour) in unusual position (see chart).

**Consider:** development level of the child and their activities may be more difficult to see on darker skins.

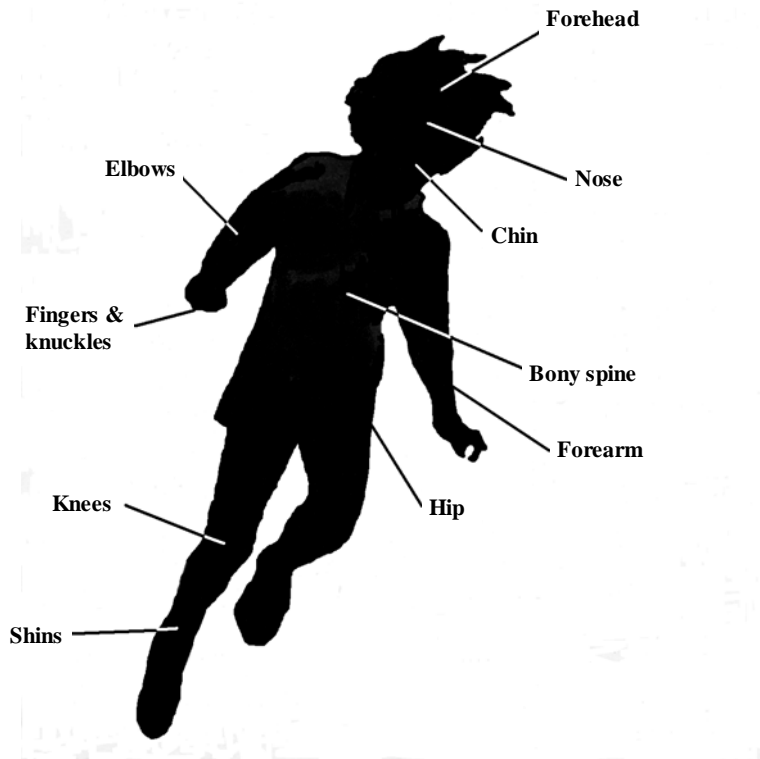
**Burns and scalds likely to have:** clear outline, splash marks around burn area, unusual position (e.g. back of hand), indicative shapes (e.g. cigarette burns, bar of electric fire).

**Injuries suspicious if:** bite marks, fingernail marks, large and deep scratches, incisions (e.g. razor blades).

**Fractures likely to be:** numerous – healed at different times

**Consider:** age of child, always suspicious in babies' under two years old, delay in seeking treatment.

**Sexual abuse may result in:** unexplained soreness, bleeding or injury in genital or anal area, sexually transmitted diseases (e.g. warts, gonorrhoea).



**Bruises likely to be:** few but scattered, no pattern, same colour and age.

**Consider:** ages and activity of child (e.g. learning to walk) may be confused with birthmarks or other skin conditions.

**Bruises and scalds likely to be:** treated, easily explained, may be confused with other conditions (e.g. impetigo, nappy rash).

**Injuries likely to be:** minor or superficial and easily explained.

**Fractures likely to be:** of arms and legs, seldom on ribs except for road accident, rare in very young children, may rarely be due to brittle bone syndrome.

**Genital area:** injury may be accidental (seek expert opinion), soreness may be nappy rash or irritation (e.g. from bubble bath) and soreness may be due to constipation or threadworm infestation.

## Sexual Abuse

Sexual abuse occurs when adults seek their own sexual gratification from boys or girls. This type of abuse exposing a child to pornographic videos, books and magazines or telling stories or jokes of a sexually explicit nature, through to full sexual intercourse, masturbation, oral sex, and intercourse and fondling.

Sexual can have very damaging and enduring effects and a child can often require expert counselling to minimise the trauma. A child who has been the victim of sexual abuse may become an abuser themselves in later years.

The centre manager is a significant person to a young person and should be aware of how easily/readily they exert influence. A child may also become emotionally confused and misguided if adults they look up to breach their expectations. Close relationships should never be allowed to spill over into an improper relationship.

## Neglect

Neglect arises when an adult fails to meet the basic needs of a child or young person with regard to food, warmth, hygiene, clothing or medical care. Failure to provide proper supervision and care and attention also constitutes abuse. Cricket often involves long periods of inactivity or waiting, or journeys away from home-at these times it is important that children are properly and fully supervised.

## Emotional Abuse

Emotional abuse can involve a combination of other types. It occurs especially where a child is threatened, taunted, shouted at or berated or where effort or progress is ignored. A manager, who shows favouritism to others, behaves inconsistently or who violates confidences may cause it. All these things may undermine the self-confidence and self-esteem of the child.

---

## **HOW TO RESPOND TO INDICATORS OR DISCLOSURES OF CHILD ABUSE**

Being a victim of child abuse can be devastating. For some children and young people it can take years of counseling to recover and in some instances, the effects are lifelong. The sooner action is taken to prevent further abuse the better.

The decision to react to allegations of, or suspicions about, abuse can be a very difficult one.

Remember- a manager is not responsible for determining whether or not abuse has taken place but is responsible for protecting the child. Referral to appropriate agencies is vital so that they can make inquiries and take the appropriate action.

Reporting such matters should never be delayed. All information about your concerns must be made immediately and directly to any of the following:

Your local social services department

The police

Child Line UK. **0800 1111**(24 hour FREEPHONE) NSPCC **0800 800 500** (24 hour FRFFPHONE)

Children First (in Scotland) **0131 337 8539** ALL INFORMATION SHOULD BE TREATED CONFIDENTIALLY

## **GOOD PRACTICE IN THE CARE OF CHILDREN AND YOUNG PEOPLE**

### **SUPERVISION**

Managers should be sensitive to any concerns *about* abuse and act on them at an early Stage. They should also offer appropriate support to those who report concerns.

### **COMPLAINTS**

The management committee of the Club will ensure that there is a well-established complaints procedure in operation and that parents and children have the relevant information to allow easy access to this procedure.

### **GOOD PRACTICE IN THE CARE OF CHILDREN**

It is possible to reduce situations for the abuse of children and help to protect Staff and volunteers by promoting good practice. The following are more specific examples of care which should be taken when working within a club context:

- Always be publicly Open when working with children. Avoid situations where a teacher/coach and an individual child are working completely unobserved.
- If any form of manual support is required, it should be provided openly and according to guidelines provided by the centre. Care is needed, as it is difficult to maintain hand positions when the child is constantly moving. Some parents are becoming increasingly sensitive about manual support and their views should always be carefully considered.
- Where possible, parents should take on responsibility for their children in the toilets. If groups have to be supervised in the toilets, always ensure that managers/volunteers work in pairs. Encourage an open environment (i.e. no secrets).
- Where there are mixed activities away from home, a male and female member of staff should always accompany them.

Everyone should also be aware that as a general rule, it does not make sense to:

- Spend excessive amounts of time alone with children away from others
- Take children alone on car journeys, however short
- Take children to your home where they will be alone with you

If cases arise where situations are unavoidable, they should only occur with the full knowledge and consent of someone in charge in the organization or an adult with parental responsibility.

You should never:

- Engage in rough, physical or sexually provocative games, including horseplay
- Share a room with a child
- 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 allegations made by a child to go unchallenged, unrecorded or not acted on
- Do things of a personal nature for children they can do for themselves
- Invite or allow children to stay with you at your home unsupervised

It may sometimes for managers or volunteers to do things of a personal nature for children, particularly if they are young or have disabilities. The tasks should only be carried out with the full understanding and consent of adults with parental responsibilities and children involved. There is a need to be responsive to a child's reactions — if a child is fully dependent upon you. Talk with him/her about what you are doing and give choices where possible. This is particularly so if you are involved in any dressing or undressing of outer clothing or where there is physical contact or lifting or assisting a child to carry out particular activities.

If you accidentally hurt a child, he/she seems distressed in any manner, appears to be sexually aroused by your actions or misunderstands or misinterprets something that you have done, report any such incident as soon as possible to another colleague and make a brief written note of it. Parents or carers should be informed of the incident.

## RECOGNISING ABUSE

Typical indicators of abuse include the following but the list is not exhaustive:

- Injuries that are inconsistent with normal play or sports injuries, of an unusual type or in an unusual location on the body
- Inconsistent or unreasonable explanations of injury by a child, parent or carer
- Inconsistent or inappropriate behavior such as sexually suggestive remarks or actions, mood swings, uncharacteristic quietness/aggression, or severe tantrums
- Social isolation
- Over or under-eating, weight gain or loss
- Inappropriate, unkempt or dirty clothing
- Self-inflicting injury
- Open distrust of. Or discomfort with a parent/carer or coach
- Delayed social development, poor language or speech
- Excessively nervous behavior, such as rocking or twisting hair
- Low self-esteem

Additional indicators, which may also signal sexual abuse, include:

- Recurring abdominal pain
- Reluctance to go home
- Recurring headaches
- Flinching when approached or touched

## **LISTENING TO THE CHILD**

The first responses to child abuse are crucial, regardless of how knowledge of the abuse arises. Often a child will be frightened, confused and feeling vulnerable.

Listen carefully to the child. He/She should be reassured in a calm manner that they are safe, and have done the right thing by telling.

### **DO...**

Keep calm, reassure the child whoever discloses

Listen carefully to any disclosures

Emphasize that claims are being taken seriously

Say that it will be necessary to involve someone else to ensure that abuse stops

Take accurate, factual notes (names, times, dates and places, details of any visible injuries and a description of the allegation)

Report to a designated person in your organization OR to one of the organizations listed in the next page.

### **DON'T**

Panic

Make judgments

Agree to keep secrets

Approach the alleged abuser

## **LOCAL PROFESSIONAL CONTACT LIST**

### **The Police Unit with responsibility for child protection:**

Police Child Abuse Investigation Unit  
Holmes House  
Ratcliffe Gate  
Mansfield  
Nottinghamshire  
NG18 2JW

### **The nearest Police Station with responsibility for general enquiries:**

Worksop Police Station  
Poller Street  
Worksop  
Nottinghamshire  
580 2AL  
Tele. 01909 500 999

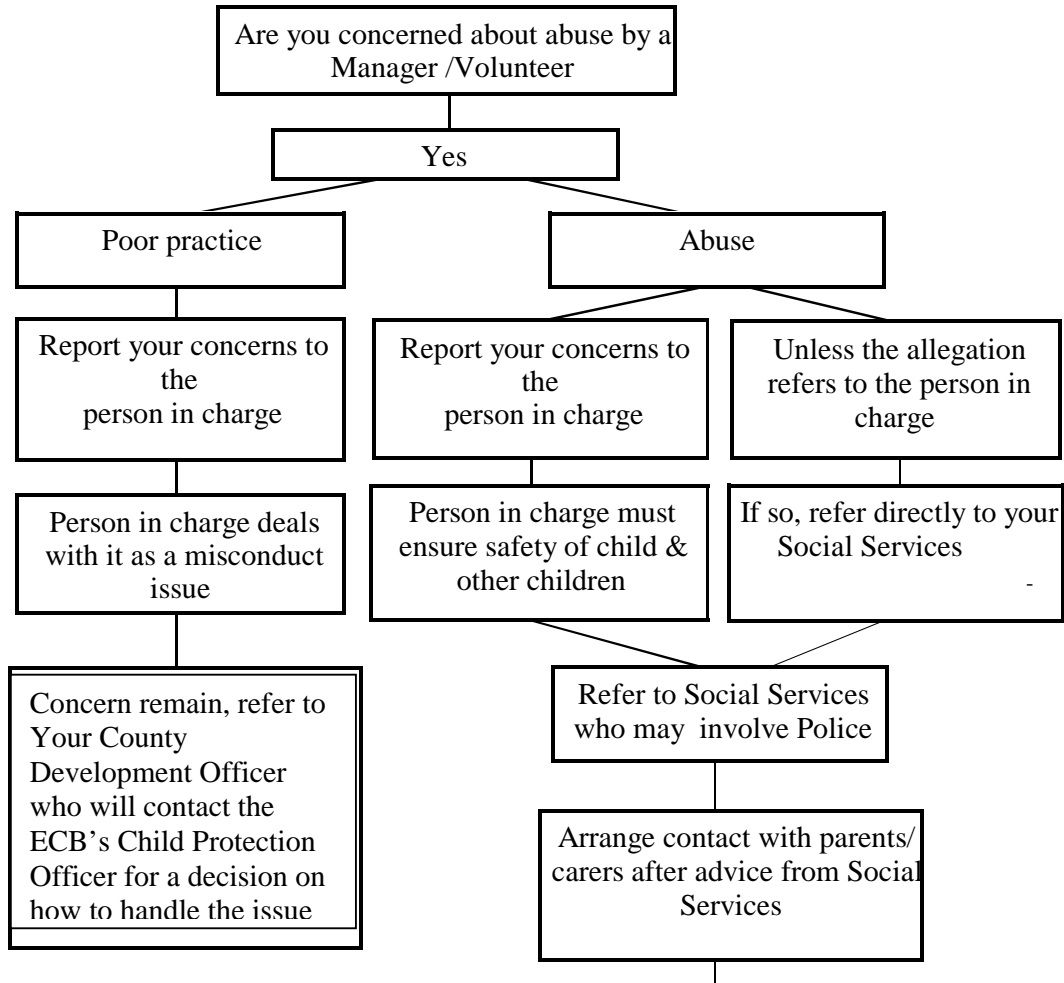
### **The Social Services Department with Child Protection responsibility:**

Retford Social Services  
Chantry Lane  
Retford  
Nottinghamshire  
DN22 6DG  
Tele. 01777 716100

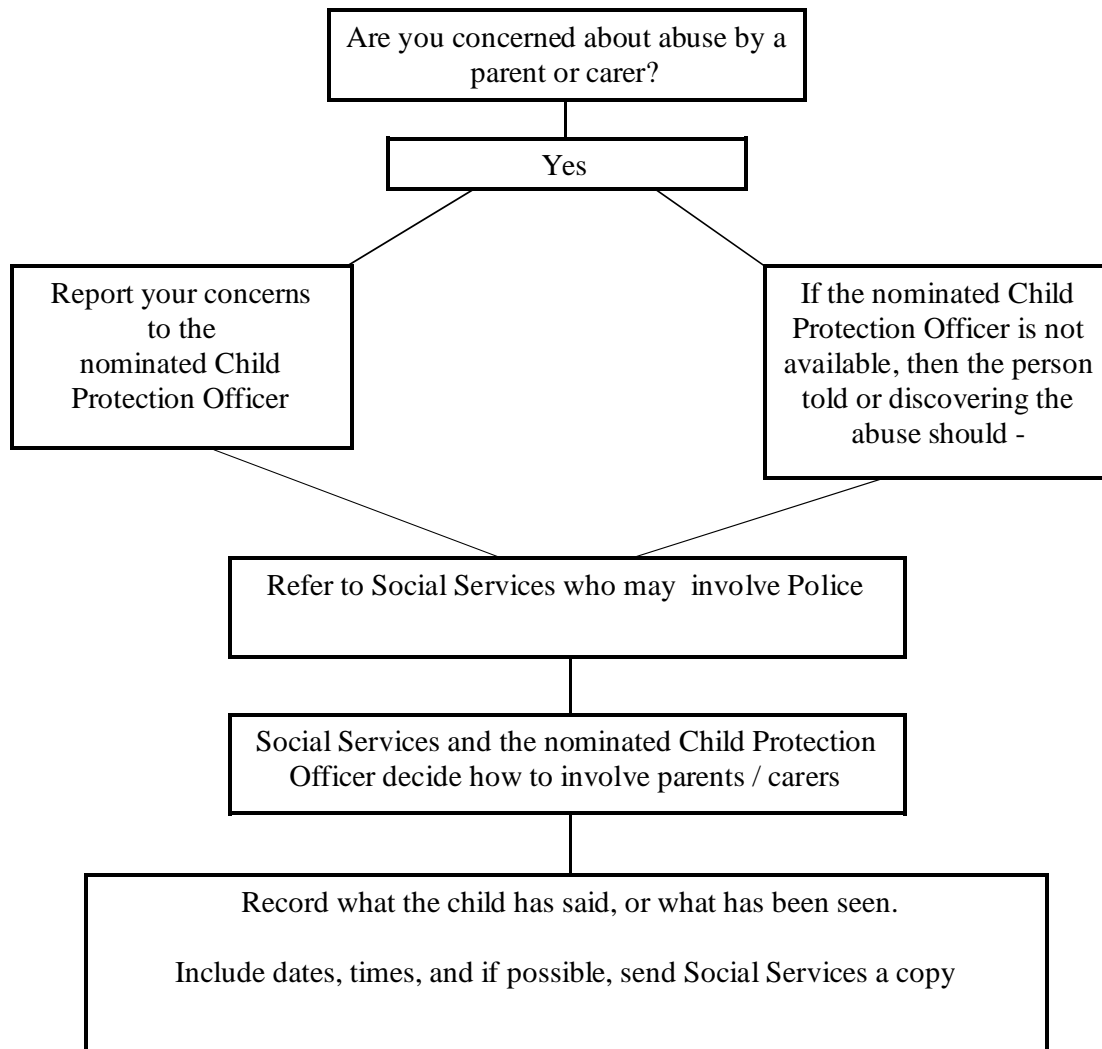
### **Your Cricket Development Officers Contact**

Nottinghamshire County Cricket Club  
Trent Bridge  
Nottingham  
0115 982 3000

### WHAT TO DO IF YOU ARE CONCERNED ABOUT ABUSE BY MANAGER OR VOLUNTEER



## WHAT TO DO IF YOU ARE CONCERNED ABOUT ABUSE BY A PARENT OR CAREER



**Milton Cricket club**  
**Volunteer Agreement Form**

**Name of volunteer:** \_\_\_\_\_

All coaches/volunteers/officials working within **Milton Cricket club** are encouraged to work to high standards and adopt recognized best practice where possible. In addition to their own standards of practice, volunteers/ should be aware of, and adopt Milton Cricket clubs own:

- Codes of conduct for coaches/volunteers/officials.
- Child protection guidelines.
- Equity policy statement.
- Safety guidelines.

The centre will ensure that its volunteers have a copy of each policy and guidance note that is relevant to their work. The club will listen and respond to matters that the volunteers bring to its attention in relation to their work and will support, where possible, their training needs.

I am familiar with Milton Cricket clubs standards of practice named above and will adopt these in my work. I accept the responsibilities outlined in the attached task description.

**SIGNED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

---

# MILTON CRICKET CLUB

## Declaration Form

Personal declaration of all volunteers working or in contact with young people and children

Have you ever been convicted of any criminal offence or been the subject of a Caution, Bound Over order?

**Yes**            **No**    if YES, please give details:

---

---

Have you ever been subject to any disciplinary action or sanction relating to Child Abuse?

**Yes**            **No**    if YES, please give details:

---

---

You are required to self-certify that you are not known to ANY Social Services Department as being an actual or potential risk to children, and that you have not been disqualified or prohibited from fostering children or had any rights or powers in respect of any child vested in or assumed by a local authority, or had a child ordered to be removed from your care.

**Signed**..... **Dated**.....

**Name**.....

**Any Surname previously known by**.....

**Address**.....

.....  
.....

**Date of birth**.....    **Place of birth**.....

---

**You are advised that under Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended by the rehabilitations of Offenders act 1974 (Amendment) 1986, you should declare all convictions (including spent convictions) you should advise St Saviour's Community centre of any convictions incurred by you after completion of this form.**

**You are advised that Milton Cricket Club reserve the right to make reference to the Local Authority Social Services Department and Police Records to verify the information given by this form.**

**Milton Cricket Club will hold this form securely.**