



CHILD & WELLBEING PROTECTION OFFICER

The CWPO should be the main point of contact and make it easy for everyone to know who to go to if they need:

- support
- advice
- training
- to report a concern

The CWPO, with the support of the organising committee, will 'champion' good practice and make sure club policies and procedures are put in place. Contact details and the role of the CWPO should be widely and easily accessible and understood by the sports volunteers/staff, children and carers. During periods when the CWPO is unavailable it must be clear who the designated deputy for child wellbeing and protection is in their absence.

Roles & Responsibilities

- Develop effective child protection and wellbeing policy and procedures and keep them up to date
 - Promote and champion child protection and wellbeing at the club and encourage good practice
 - Respond appropriately to child protection or wellbeing concerns
 - Regularly report to the club's organising committee
 - Ensure that members of the sports volunteers/staff who are working with children are recruited safely and in line with legal requirements
 - Make sure the sports volunteers/staff, parents/carers, adults, and children are aware of:
 - How to contact the CWPO
 - The Code of Conduct for working with children
 - How to raise concerns
 - Deal with breaches of the Code of Conduct
 - Keep up with developments in child wellbeing and protection by liaising with the SGB and organisations such as the Safeguarding in Sport Service
 - Attend Safeguarding and Protection Children (SPC) and In Safe Hands for Club CWPOs (ISH) training
 - Signpost other relevant adults in the club to relevant training such as the Safeguarding and Protecting Children in Sport (SPC) workshop



- Maintain confidential records of reported cases and action taken
- Liaise with national or local Child Wellbeing and Protection Officer and/or statutory agencies if/when required

Knowledge and Skills Required

- An interest in child protection and wellbeing matters
- Friendly and approachable with the ability to communicate well with adults and children
- A willingness to challenge opinion, where necessary, and to drive the child protection and wellbeing agenda
- Strong listening skills and the ability to deal with sensitive situations with empathy and integrity
- An understanding of the importance of confidentiality and when information may need to be shared in order to protect the best interests of a child
- The confidence and ability to manage situations relating to the poor conduct/behaviour of others towards a child and know when to ask for support

Relevant Experience

- Relevant training to fulfil the role of Club Child Wellbeing and Protection Officer (In Safe Hands)
- Experience of working with children