

Great Britain Tang Soo Do Assoc.



Child Protection Policy

Region 11 Director and
Great Britain Chief Instructor
Master M. Khan 7th Dan

Great Britain TSD Treasurer
and Senior Instructor
Master C. Carter 6th Dan

Great Britain TSD Secretary
Master D.Khan 4th Dan

Child Protection Policy Contents

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Section A

Child Protection Policy

1. Terminology

In this document the terms child, children, and young people all refer interchangeably to any person less than 18 years of age.

2. Introduction

Participation in Martial Arts can and does provide valuable life experiences. Sporting activities offer significant opportunities for participants to develop social skills, self esteem, confidence, teamwork, and leadership qualities that develop a well-rounded individual.

Great Britain Tang Soo Do Association acknowledges that despite all the benefits of participation, sport can provide easy access to children and present opportunities for an individual who wants to harm children. We also accept that the welfare and safety of children and vulnerable adults is the responsibility of everyone involved in our organisation.

Most children and vulnerable adults are well cared for and have happy and trusting relationships with adults. However, some less fortunate can be vulnerable to neglect or abuse, whether physical, emotional or sexual. The abuse may occur in the home, at school, in the park or in the sporting environment. It is known that some perpetrators of abuse may actively seek employment or voluntary work with children in order to harm them.

3. Statement of Policy

The protection of young people and vulnerable adults within Great Britain Tang Soo Do Association is the responsibility of the organisation and its instructors. Our approach to Child Protection is based on and reflects the principle of United Kingdom Legislation and guidance and International agreements. The main tenets are that:

- The welfare of the young person is paramount.
- All young people, regardless of their age, disability, gender, racial or ethnic origin, religious beliefs or sexual identity, have a right to protection from harm or abuse.
- Inter-agency co-operation is vital if young people are to be truly protected.

4. Categories of Abuse

Physical Abuse -

- Physical abuse 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.

Neglect -

- Neglect is the persistent failure to meet a child basic physical a/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 and clothing, shelter including exclusion from home or abandonment.

Section A

- Failing to protect a child from physical and emotional harm or danger, failure to ensure adequate supervision including the use of inadequate care-givers, or the failure to ensure access to appropriate medical care or treatment.
- It may also include neglect of, or unresponsiveness to , a child's basic emotional needs.

Emotional Abuse -

- Emotional abuse is 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 children that they are worthless or unloved, inadequate, or valued only 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 the 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 seeing or hearing the ill treatment of another.
- 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.

Sexual Abuse -

- 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 (e.g. rape or oral sex) or non-penetrative act 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, or 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.

5. Responsibilities of Instructors.

It is not the responsibility of an instructor to decide whether a young person is being or has been abused. It is their responsibility, however, to take action to protect a young person through following the prescribed procedures, Non-action is not an option in the protection of young people and they do have a duty to act.

It is also their responsibility to ensure that only those who need to be informed are told and that confidentiality is respected at all times.

5. Responsibility of the Organisation

It is the responsibility of Great Britain Tang Soo Do Association to :

- Ensure that it's instructors are trained in procedures for dealing with allegations or legitimate suspicions of child abuse;
- Implement such policies as seem best suited to ensure the prompt and proper handling of such situations;
- Monitor it's policy and practice and make improvements where practicable.

6. Responsibilities of the Child Protection Officer (CPO)

Currently appointed: _____

The CPO will be responsible for advising and guiding Instructors and Assistants in relation to child protection procedures and ensuring the reporting procedure above is properly observed and adhered to.

Where bullying is alleged against a member of Great Britain Tang Soo Do Association the CPO will ensure that, where appropriate, the Organisation's internal complaints procedure is initiated, and progressed through to a proper conclusion.

Where abuse is alleged, the CPO shall ensure the appropriate authorities are informed, and will advise the senior members of the association that an incident has occurred. The CPO will monitor the progress of any alleged incident and keep the senior members informed.

The CPO will review the Organisation's child protection and anti-bullying policies annually and will continue to make improvements where necessary.

Section B

Organisational Requirements in Classes for Children

Qualification of Instructors

The Instructor must have at least 1st Dan Black belt in the art they are teaching. In addition they must have the express approval of the founders for running a children's class.

Assistance

The Instructor must have assistance from a member of Great Britain Tang Soo Do Association at every class, or failing that a chaperone. Ideally the assistant should have a minimum of 1st Dan Black Belt and be of the opposite gender to the Instructor, however, where this is impracticable, the Founders may authorise assistants with different qualifications, provided the welfare of the children is not compromised. Ratios of adults to participants would be determined by considering the age of the participants and the type of activity.

- For children between the ages of 4 and 7 years - a minimum ratio of one adult and one assistant to 16 participants;
- For children between the ages of 8 and 17 years - a minimum ratio of one adult and one assistant to 20 participants.

CRB Checks

All instructors must have passed the enhanced DBS check.

First Aid

Either the Instructor or the assistant must hold a current First Aid certificate.

Insurance

The Instructor must hold the relevant insurance. No young person or vulnerable adult may participate in a class without a current personal accident insurance.

Instructor Certification

ONLY Instructors certified by Great Britain Tang Soo Do Association and holding a current instructors certificate will be allowed to teach classes.

Written Consent and Information from Parents

No person under 16 years of age may participate, without the written consent of an adult with parental responsibility. This will include relevant medical history and details of emergency contact numbers all of which should be kept to hand at every class.

Special Consents

Consent must be obtained from an adult with parental responsibility before children may be photographed, videoed or images of them published on a website or elsewhere in the Organisations publications. Written consent must be obtained before a child is taken on any trip to participate in activities at a venue other than their regular training location.

Section C

Best Practice

- Inform participants of the Organisation's Child Protection and Anti-Bullying Policies in a language they can understand;
- Work to build relationships with young people which encourage them to have confidence to bring any concerns to either the Instructor or the Assistant without fear of reprisal;
- Avoid situations where an adult is alone with a single child wherever possible;
- Ensure parents are aware of the Organisations Policies, by directing them to the website.

Organisational Requirements in Classes with Children and Adults

Classes which have a mixture of Children and Adults should adhere to the guidelines in **Section B**, but also be mindful of recommendations below.

Avoid young participants and adult partnerships for exercises where at all possible, however, if the need arises ensure that both parties are comfortable with the situation and that the situation is monitored.

Avoid any free sparring between adults and children where at all possible, on occasions where this is necessary, again make sure that both parties are aware of responsibilities and the situation is monitored.

For certain exercises it may be necessary to pair adults with children for teaching purposes ensure that the adult is aware of their responsibilities and that these occasions are observed to ensure nothing untoward takes place.

Ratios of adults to participants would be determined by considering the age of the participants and the type of activity.

- For children between the ages of 4 and 7 years - adults should not participate;
- For children between the ages of 8 and 17 years - a minimum ratio of one adult and one assistant to 20 participants should still apply.

Section D

Child Protection Information for Instructors and Assistants.

Understanding and Recognising Abuse and Neglect.

Abuse can and does occur in a wide range of settings, including sport. The effects of abuse can be so damaging, they may follow a person into adulthood. For example, a person who has been abused as a young person may find it difficult or impossible to maintain stable trusting relationships, become involved in drugs, experience mental health problems or self harm.

Racial Discrimination and Equality

It is possible that people from any racial group may experience harassment, discrimination and institutional racism. **Racism (Racial Discrimination) is illegal**, it clearly causes harm, but is not itself a category of abuse. It will not be tolerated by the Great Britain Tang Soo Do Association.

People with a Disability

People with a disability or impairment may be vulnerable to abuse or poor practice, since they may not be suitably able to express their concerns or protect themselves or understand what is happening. Instructors must avoid discrimination against people with a disability and must be vigilant in caring for these vulnerable people.

Abuse and Neglect

Somebody may abuse a child by inflicting harm or neglect them by failing to act to prevent harm. Children and vulnerable adults may be abused within their family, at school and sometimes in the sporting environment. There is growing evidence to suggest that peer abuse is an increasing concern for young people.

Indicators of Abuse

Indication that a young person may be being abused can be difficult to recognise even for the experienced. There are signs, which could alert you to the fact that a child might be being abused, and these include:

- Unexplained bruising or injury particularly in unusual places
- An injury for which the explanation seems to be inconsistent
- Unexplained sudden changes in behaviour (i.e. withdrawing, very quiet, sudden outbursts of temper or emotion.
- Inappropriate sexual awareness or language or engaging in sexually explicit behaviour.
- Is prevented from socialising with other children or has difficulty making friends.
- Is distrustful of adults, particularly those with whom a close relationship would normally be expected. (i. e. Parents, instructor, family friend)
- Displays variations in eating patterns,(i.e. overeating or loss of appetite)
- The child becomes increasingly dirty or unkempt.
- Something another child has said which suggests a child is being abused.
- The child describes an act or behaviour that appears to be abusive.

This list is not exhaustive and the presence of one or more of these symptoms is not proof that abuse has taken place, but it should raise concerns.

Responding to Suspicions and Allegations of Abuse

If an individual discloses to you then it is important that you react appropriately.

- ▶ Be Calm and receptive.
- ▶ DO NOT apportion blame or pass judgement.
- ▶ DO NOT approach an alleged abuser.
- ▶ DO Not guarantee confidentiality.
- ▶ Listen but do not probe
- ▶ Make a full record of what has been said, heard or seen as soon as it is reasonably possible and using the individuals own words as far as you can remember them.
- ▶ Complete an incident referral form and give it to the Child Protection Officer (CPO).

Child protection Officer

Name Mrs Gaynor Russell



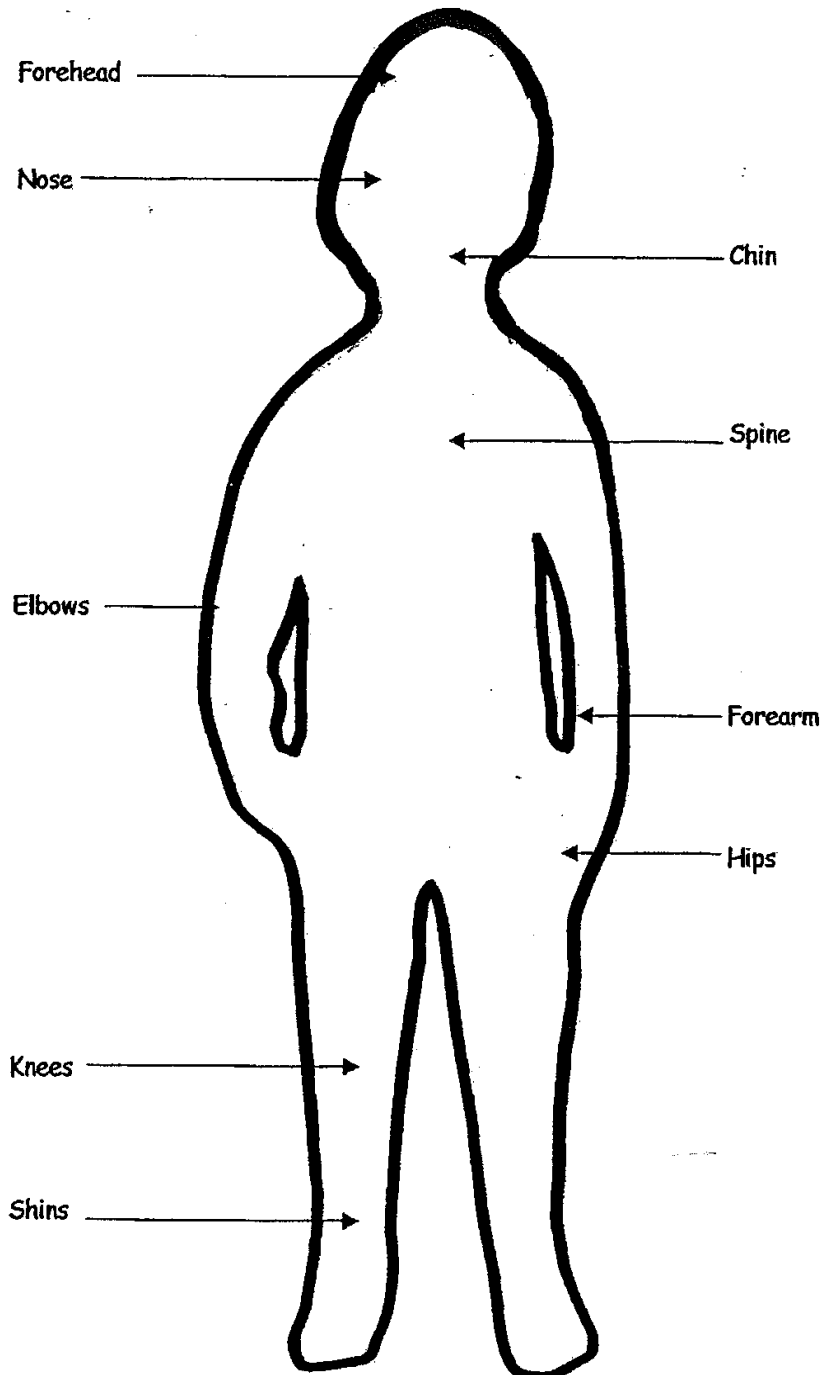
***** CONFIDENTIALITY *****

Every effort will be made to ensure that confidentiality is maintained for all concerned.

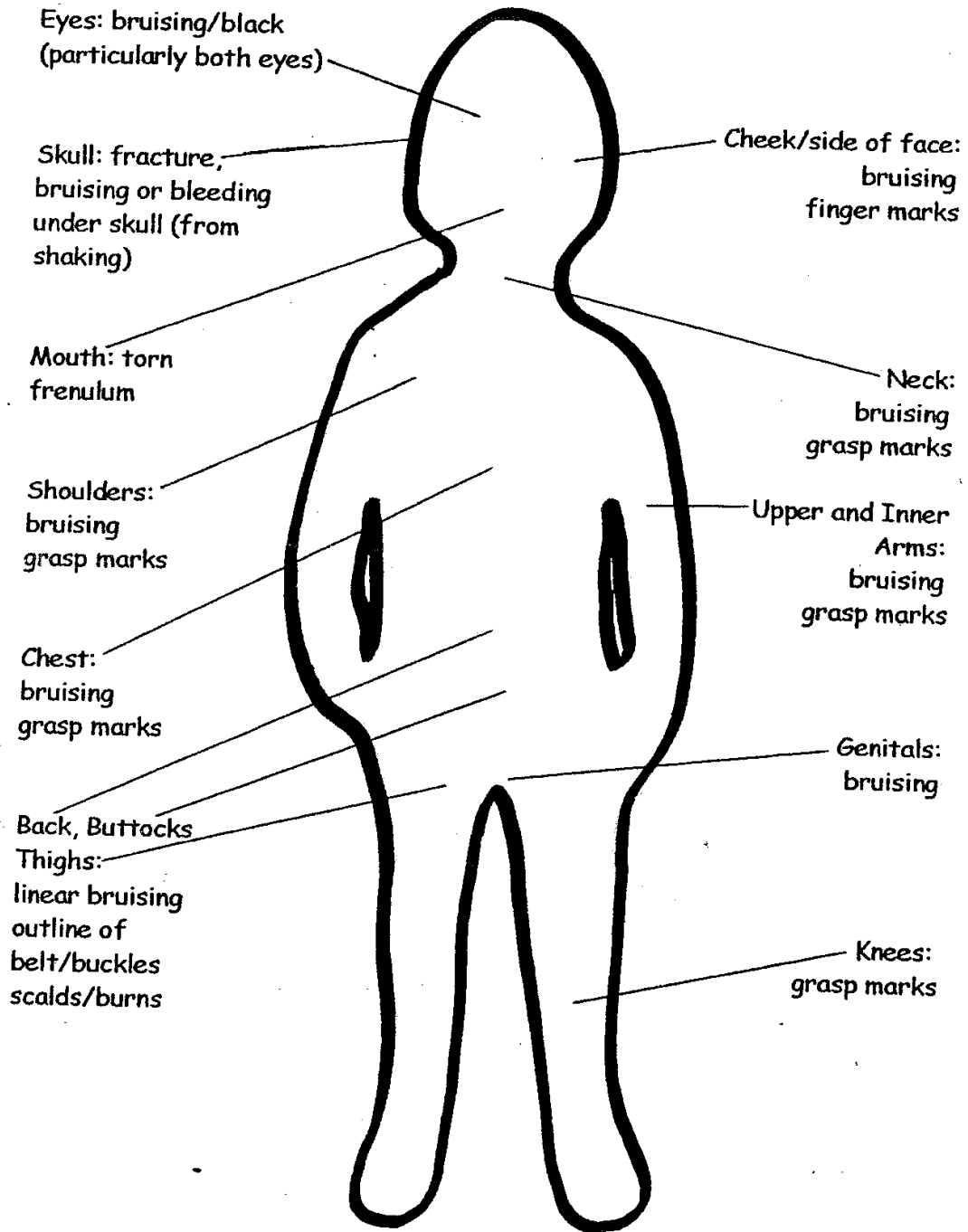
Information will be handled and disseminated on a need to know basis.

Information will be stored in a secure place with the LCPO (hard copy or electronically). Access will only be allowed via the LCPO.

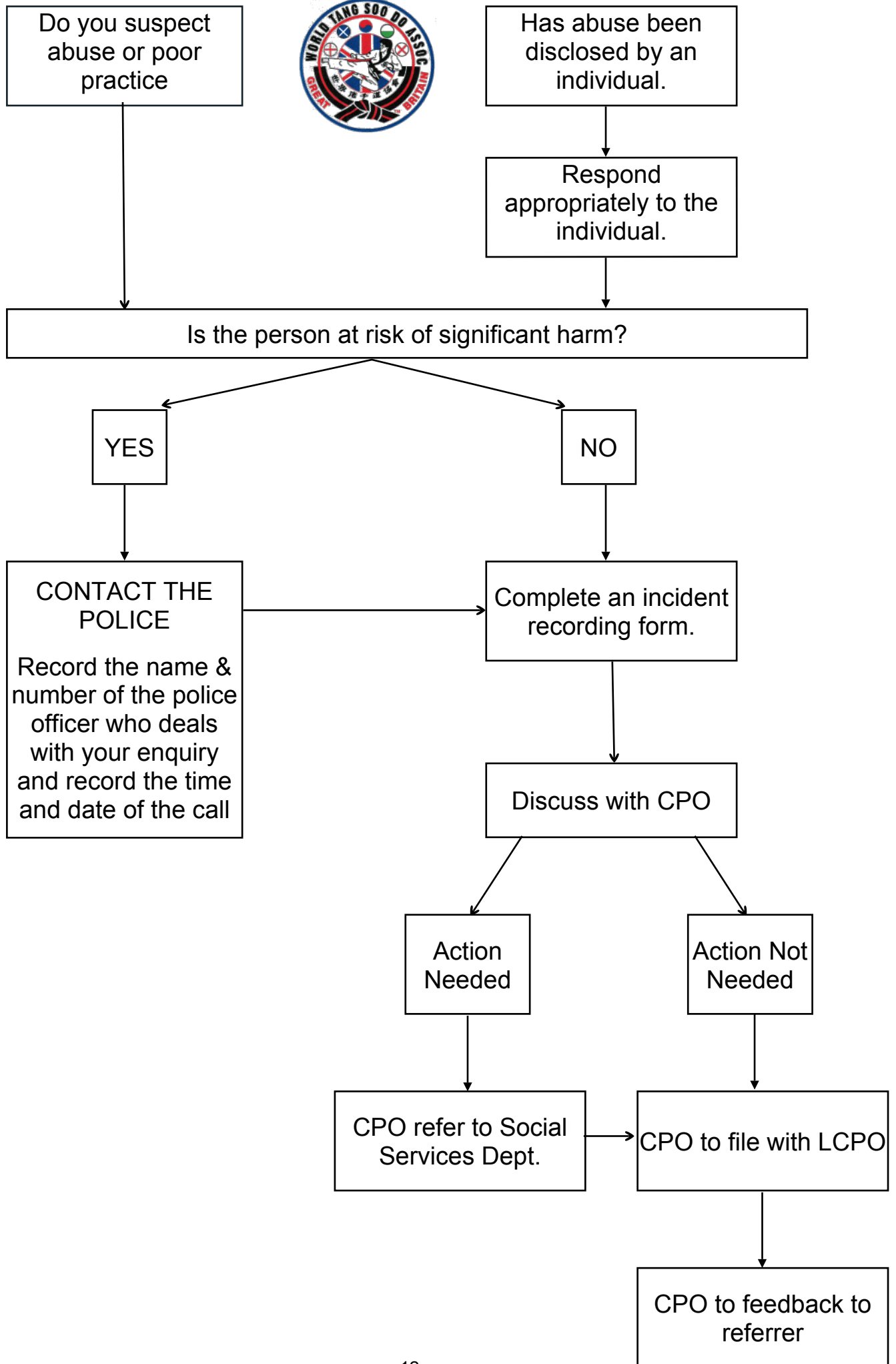
COMMON SITES FOR ACCIDENTAL INJURY



COMMON SITES FOR NON-ACCIDENTAL INJURY

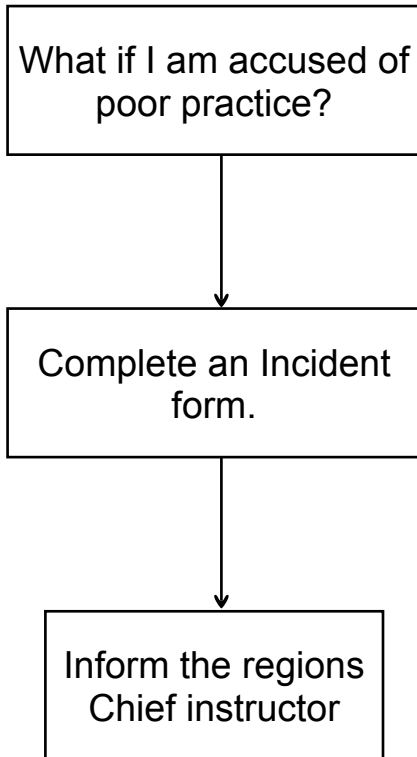


Flowchart 1

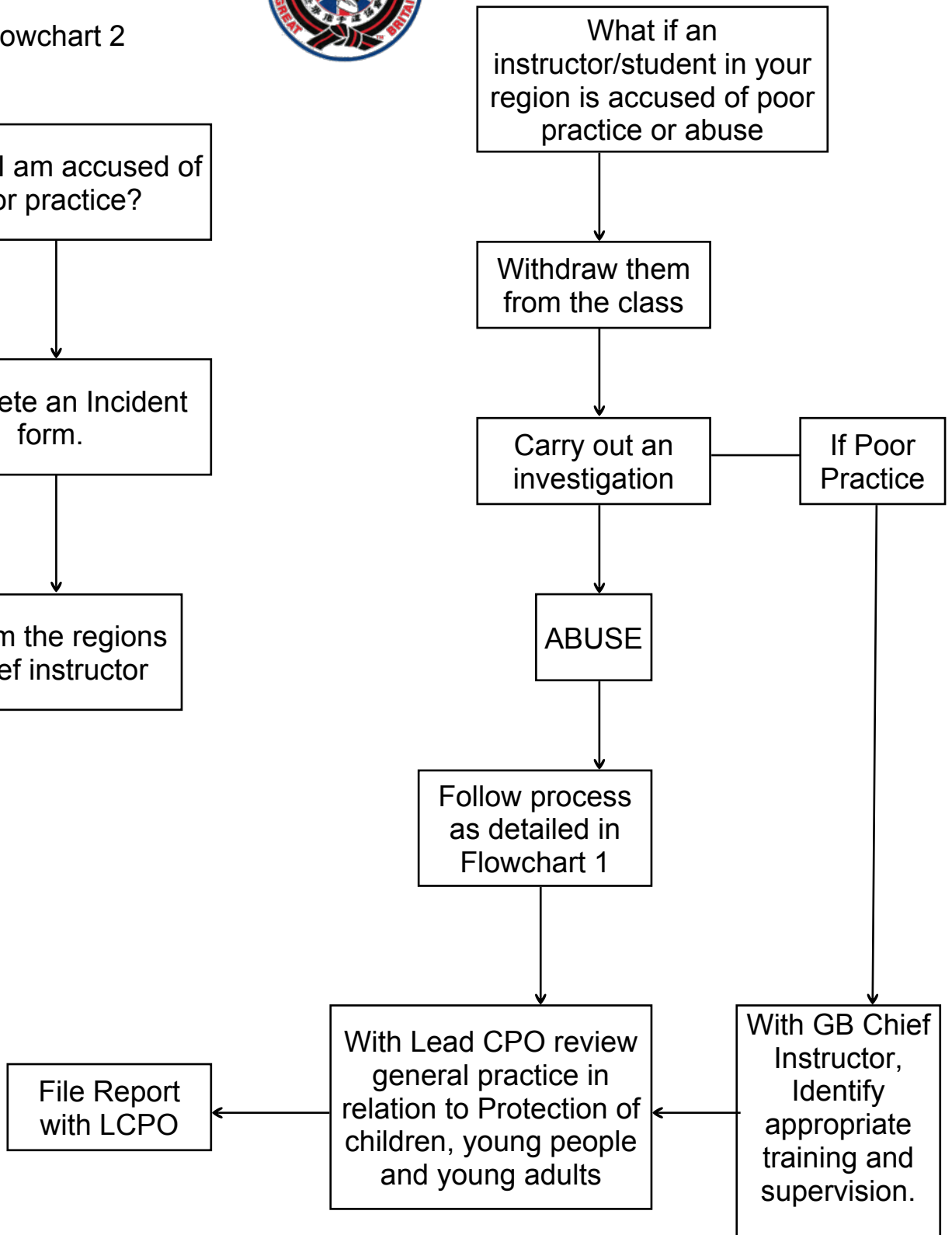




Flowchart 2



Flowchart 3



Section E

WORLD TANG SOO DO ASSOCIATION (GREAT BRITAIN) INCIDENT FORM

Reporting incidents or concerns of abuse or poor practice.

Please give as much information as possible, using extra sheets if necessary. Once completed then pass to your Designated Child Protection Officer or in their absence to another DCPO as soon as is reasonably possible.

Name of Child, young person or vulnerable adult:

D.O.B. ____/____/____

Name: _____

Tel No. _____

Home Address: _____

Assoc ID. _____

Name of Parents

Mr. _____

Mrs _____

Any Special factors to be considered (e. g. Language difficulties, disability or anything else of relevance.)

Are your reports your own concerns or passing on those of somebody else ?
Details:

What has prompted the concerns ? Include dates, times and details of any specific incidents, ensuring all information is written factually.

What (if any) physical, behavioural or indirect signs were present?

If the child, young person or vulnerable adult has spoken to you. Record what was said using the child's, young person's or vulnerable adult's own words in quotes(" ")

Has anyone been alleged to be the abuser? Yes () No () Details
--

Have you consulted anyone else? Yes () No () Details
--

Is there anyone else who might be involved in the incident? Yes () No () (Anyone who may have seen or heard things relating to the incident) Details:
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Any other relevant information ?

Your Name:	Your Rank:
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Your contact details:	
Address : _____ _____ _____	Tel No. _____ Mobile: _____ Assoc. No. _____
Post code : _____	

Signature:	Date: / /
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Name of person receiving this report.	Position:
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Action Taken

Signature:	Date: / /
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Use this body map to identify any , bruising, marks, or injuries significant to the alleged incident.

Front



Back



Please attach this body map diagram to the Incident form.

Section F

Safeguarding Children - an Introduction to Child Protection

Four Categories of Abuse

Physical Abuse -

- Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child.
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- Failing to protect a child from physical and emotional harm or danger, failure to ensure adequate supervision including the use of inadequate care-givers, or the failure to ensure access to appropriate medical care or treatment.
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- Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

What we already know

- Child abuse can take place in the home, at school or in any setting where children spend their time.
- Children can be abused regardless of their age, gender, culture, disability, racial origin or sexual identity.
- Children with special needs are especially vulnerable and more likely to be abused.
- In almost all cases the abuser is someone known and often trusted by the child.
- 1 or 2 children die each week as a result of abuse and neglect. (*1)
- At least half of the abuse goes undisclosed at the time it occurs - sometimes over lengthy periods of time.
- 2 - 3% of children have one or both parents with a a serious drug problem. (*2)
- 1 in 11 children has a parent who drinks too much. (*3)
- In 90% of domestic violence incidents children are in the same room. (*4)
- Most of the abuse children now suffer is preventable.

(Sources of information *1-NSPCC, *2-Hidden Harm 2003, *3-Bottling it Up 2006, *4-Home Office Stats.)

Instructors' responsibilities in child protection.

"Keeping children safe is everyone's responsibility" Ed Balls May 2009

The Association must:

- Provide a safe environment for children and young people in their care.
- Be able to identify those who are suffering, or likely to suffer, abuse or neglect.
- Take appropriate action to make sure those children and young people are safe.
- Refer concerns and play their part in multi-agency work to protect them.

If you have any concerns about a student who may be being abused you must record your concern and pass it on to the designated person for child protection without delay. It is always better to say something than say nothing at all.

What to do if a child tells you they are a victim of abuse.

- It is important that you listen and appear to have time.
- Stay calm and show that you are taking this seriously
- You do not have to make any decision as to whether or not the child is telling the truth.
- You should reassure the child and tell him/her that she/he has done the right thing in telling you, that it is not his/her fault and that it has happened to other children.
- Never ask leading or closed questions.
- Never judge or condemn the alleged abuser.
- Explain the information will have to be passed on.
- Do not promise to keep the abuse secret or make any other promise you cannot keep.
- If a child says that they will only tell you if you promise not to pass the information on explain that this is not possible, even if this means they refuse to say anything more.

Safer working practices

Basic Principles

- Welfare of the child is paramount.
- All instructors are responsible for their own actions and behaviour.
- Avoid conduct which could lead to questions being asked about motivation and intention.
- Work, and be seen to work in an open and transparent way.
- Discuss and/or take advice promptly about concerns.
- All Instructors have a duty to keep children safe and protect them from physical and emotional harm.
- All staff need to accept that their role involves responsibility and trust.
- Safeguard young people and reduce the risk of false allegations.
- Instructors should ensure there is a safe training environment for their students.