

CLUB WELFARE OFFICER – JOB DESCRIPTION

The protection and support of Young People in squash clubs and leisure centres is of paramount importance to Wales Squash and Racketball.

The Club Welfare Officer will, therefore, act as a first point of contact for any person in squash at a Club level who has a concern about child welfare and protection.

Core Areas of Knowledge:

- Basic knowledge of and/or familiarity with the pertinent legislation and Government guidance relevant to this role.
- A basic knowledge of the roles and responsibilities of the statutory agencies within Child Protection, such as Social Services, Police and the NSPCC.
- Understanding of local procedures for reporting Child Protection concerns to the statutory agencies.
- Familiarisation with the WSRB Safeguarding and Protecting Children Policy' and a knowledge of how to put this into practice in relation to Young People in your Club.
- Awareness of equity issues within the context of Child Protection.
- A basic knowledge of the different forms of behaviour that can occur within and outside of sport which are harmful to children, from poor practice to child abuse.

Core Skills – ability to:

- Administrate/organise paperwork and record information received
- Act as a local source of advice on Child Protection matters
- Support the interests of children within Squash
- Communicate with others

Core Tasks:

- To help safeguard Young People by assisting in the promotion and implementation of the 'Welfare of the safeguarding Policy' at a Club level.
- To be the first point of contact in the Club for the reporting of Child Welfare and Protection concerns.
- To assist in the raising of awareness of others in Squash at a Club level in respect of Child Protection.

- To become a Club Committee Board member.
- To uphold confidentiality, as far as is practically possible, in all child protection matters.

WSRB Policy Statement

- Recognising that all children have the right to freedom from abuse.
- Ensuring that all our volunteers and staff are carefully selected and accept responsibility for helping to prevent the abuse of children in their care.
- Responding swiftly and appropriately to all suspicions or allegations of abuse, and providing parents and children with the opportunity to voice any concerns they may have.
- Appointing a Child Welfare Officer who will take specific responsibility for child protection and act as a main point of contact for parents, children and outside agencies.
- Ensuring access to confidential information is restricted to the Child Welfare Officer or the appropriate external authorities.
- Reviewing the effectiveness of our Safeguarding and Protecting Children Policy and activities on an annual basis.