



Child Protection Policy

AC Finchley FC will abide by and adhere to the FA guidelines on Child Protection. In addition, the following guidelines will be enforced.

AC Finchley FC recognises that the role of a volunteer with AC Finchley FC places an individual in a position of trust particularly with regard to those activities involving children and with a duty of care to other volunteers and members and undertakes to uphold that trust and duty of care at all times.

AC Finchley FC is fully aware of the Children Act 1989, under which a child is defined as a person under eighteen years of age for most purposes. Under the provisions of the Act, it is the responsibility of all members and volunteers to prevent the physical, sexual or emotional abuse of children and young people who are left in our care.

- The Chairman of AC Finchley FC and the Club Welfare Officer will oversee the application of these Guidelines.
- All volunteers will ensure that any interaction between a volunteer and those under the age of eighteen is such that no reasonable person observing that interaction could construe its nature to be abusive.
- All volunteers will not supply, or attempt to supply, alcohol to those under the age of eighteen.
- All volunteers will take reasonable care for the Health and Safety of themselves and others who may be affected by their acts or omissions and must co-operate with AC Finchley FC representatives in all matters of Health and Safety, so as to enable compliance with the law.
- All volunteers will conduct themselves appropriately at all times when representing or may be considered to be representing AC Finchley FC.
- All volunteers will accept that AC Finchley FC does not condone the use of any illegal substance or the abuse of any prescribed medication and that, if in the reasonable opinion of AC Finchley FC, a volunteer is found to be under the influence of drugs or in possession of drugs or to be selling or to have sold drugs, then the volunteer will have committed a serious breach of this Code of Conduct and will potentially be reported to the police.

- Arrangements for the adequate supervision and safety of young people at AC Finchley FC events is the responsibility of all members and volunteers.
- In the case of doubt as to the appropriate course of action, the overall guiding principle is that the welfare of the child is paramount.
- No child, or group of children, should be left unattended at any time.
- There should be a minimum of one adult (over eighteen) to every 15 children, and at least two adults for each group in total, to ensure that the group need never be left unattended. Avoid leaving children alone with an adult, unless they can be easily observed by others nearby.
- Volunteers should avoid being alone with a child where they cannot be clearly seen by other adults.
- When in a car, if possible, volunteers should avoid having a child in the front seat. If this is not possible, the child in the front seat should be son or daughter of the driver. If this is not possible, the driver should ensure that the same child does not sit in the front seat on each occasion.
- If anyone has any doubts or suspicions that any form of abuse is occurring to any child who is part of AC Finchley FC, they must report their concerns as detailed in the next section.
- If a child makes any sort of allegation, the following basic principles must be observed:
 - o Listen to the child and believe the child
 - o Never stop a child who is freely recalling significant events
 - o As soon as possible make a written record of the conversation, taking care to note the date, time, setting and who was present, as well as the child's actual words
 - o On the same day make a note of all relevant facts, events and conversations, distinguishing known facts from allegations and opinions and report the matter to the Club Welfare Officer.
- If a report is received by AC Finchley FC it must be drawn to the attention of the Club Welfare Officer immediately who will also inform the Football Club Committee. Any delay can increase the risk to the child. Deciding to give parents the “benefit of the doubt” (for instance) can be detrimental to the protection and welfare of the child.
- All reports will be investigated by the Club Welfare Officer assisted by appropriate members of the Football Club Management Committee. The AC Finchley FC Welfare Officer will be responsible for creating and submitting a report on the incident for consideration by the Football Club Management Committee.
- If a child is found to be in breach of any of the codes of conduct of AC Finchley FC and he/she is to be made aware of this; there should always be at least two adults present, but it should not be done in front of other children or in public.
- It is the responsibility of all AC Finchley FC members to promote the physical and emotional wellbeing of all children.