

Welfare Policy

Background from England Athletics: <https://www.englandathletics.org/clubs-and-facilities/club-support-services/compliance-wellbeing/club-welfare-roles-responsibilities/>

Welfare covers a range of issues such as safeguarding and protecting children, anti-bullying, poor practice in coaching and disciplinary matters. It encompasses policies and procedures to set out minimum standards of expectations, such as codes of conduct, procedures to follow for dealing with child protection concerns, other welfare issues or complaints, and to ensure that England Athletics, clubs and associations meet their statutory responsibilities to safeguard and protect children and adults.

Welfare is essential to contribute to good practice within athletics, develop performance and to ensure the safety and enjoyment of athletes, coaches, officials and volunteers.

It is everyone's responsibility to protect the welfare of all those who participate in athletics.

QRC Key Roles and Responsibilities

- The club will appoint at least one Welfare Officer, preferably two, one male and one female and will notify England Athletics of the name and email address for each Welfare Officer. This can be done via the Club Secretaries Portal or re-affiliation paperwork.
- ALL club officers and committee members have responsibility to uphold the club's policies and procedures, to adhere to good practice and to support the club

Welfare Officer to respond to any suspected breaches. This is NOT the sole responsibility of the Welfare Officer.

- The club officers and committee members should ensure there are club disciplinary procedures to deal with issues of misconduct which are not child abuse. More information is available at www.englandathletics.org/clubs-and-facilities/club-support-services/compliance-wellbeing/club-safeguarding-and-disciplinary-processes/
- All club officers and committee members should ensure that relevant club personnel attend recommended training in welfare and safeguarding and comply with requirements to obtain an Enhanced DBS where appropriate.

Club Welfare Officers

The Welfare Officer's role is to

- Advise and support the club officers and committee to implement welfare policies and procedures and to support the club to adhere to codes of conduct and good practice
- Ensure that all coaches have completed a volunteer recruitment process which includes volunteer reference forms & DBS checks (where required). They should assist in ensuring that this process is completed in a timely manner. It would be strongly recommended that a yearly club audit of all volunteers is completed, which should include training needs, awareness and understanding of policies.
- The Welfare Officer should also ensure there is a process in place within the club for auditing DBS checks and UKA Licences of all relevant Coaches, Officials and Volunteers to ensure they are regularly updated (every three years).
- Respond to suspected breaches of the Welfare Policies and Procedures that may be referred to them, in accordance with the club's Welfare Procedures, and to

advise and support other club officers or committee members on how to respond appropriately in accordance with the procedures

Club Welfare Officer Training Check List

1. Ensure that the Club Secretary updates the Club Secretary Portal with your details (name and email address), highlighting you as the official Club Welfare Officer.
2. Apply for a UKA Enhanced DBS. See www.englandathletics.org/clubs-and-facilities/club-support-services/compliance-wellbeing/safeguarding-checks-and-dbs-processes/
3. Complete the Safeguarding in Athletics Online Education Resource. This can be accessed by booking online at AthleticsHub.
4. Lead Welfare officer must attend a Time 2 Listen workshop when available.

Please ensure that you keep hold of your attendance/completion certificates, England Athletics will be carrying out annual club audits to ensure Club Welfare Officers have completed all the necessary training.