

## REPORTING: IF YOU ARE CONCERNED ABOUT THE BEHAVIOUR OF A MEMBER OF THE SNOWSPORT COMMUNITY (e.g. Coach, CWO, another child)

If you have a concern about the behaviour of a member of the snowsport community towards a child

- Stay calm
- If the child at risk is present reassure him/her they are not to blame
- Keep questions to a minimum
- Record information accurately – as spoken by the child/young person

Does the child require immediate medical attention or does it urgently need reporting to police?

No

Yes

Report the concerns to the Club Welfare Officer who will:

- Complete an Incident form
- Report to the Safeguarding Lead at SSE
- Where urgent concerns and Safeguarding Lead at SSE is unavailable – refer immediately to Children's Social Care or Police and forward them, and the SSE Safeguarding Lead a copy of the incident form within 24 hours. Section 1.10 has contact details

Dial 999 and tell the Police/ Ambulance it is a child protection concern

SSE Lead Welfare Officer

### Alleged Minor Poor Practice

Referred back to club with advice on process to be followed:

- Complaints Procedure
- Disciplinary Procedure
- No further action

### Possible Outcomes

- No case to answer
- Complaint resolved with agreement between parties
- Training/mentoring agreed
- More significant concerns emerged – refer to SSE Safeguarding Lead

### Serious Poor Practice or Alleged Child Abuse

Possible processes:

- Child Protection Investigation
- Criminal Investigation/proceedings
- Investigations under disciplinary proceedings
- Referral to Case Management Panel for consideration of suspension/disciplinary

### Possible Outcomes

- No case to answer
- Complaints, Disciplinary Procedure invoked
- Sanctions/suspension
- Civil or criminal proceedings

Appeals (See SSE Disciplinary and Dispute Resolution Procedure)

**REPORTING: IF YOU ARE CONCERNED ABOUT THE BEHAVIOUR OF SOMEONE OUTSIDE THE SNOWSPORT COMMUNITY (e.g. a parent, teacher, friend)**

If you are worried a child is being abused outside of snowsport

- Stay calm
- If the child/young person is present reassure him/her they are not to blame
- Keep questions to a minimum
- Record information accurately – as spoken by the child/young person

Does the child require immediate medical attention or does it urgently need reporting to police?

No

Yes

**Report the concern to the Club Welfare Officer or SSE Safeguarding Lead who will refer the matter to Children's Social Care or the Police**

- Record anything the child has said, or what you have seen, if possible with times and dates – ideally on an Incident form
- If the CWO and SSE Safeguarding Lead are not available, refer the matter to Children's Social Care or the Police without delay. Section 1.10 has contact details.

Dial 999 and tell the Police/ Ambulance it is a child protection concern

Ask Children's Social Care or the Police whether it is appropriate for you to discuss the matter with the parents.

Send a detailed report, preferably on an Incident Referral form, with all the information, and your concerns to the Safeguarding Lead at Snowsport England and copy it to the relevant external agency.

**REMEMBER TO KEEP THIS CONFIDENTIAL – STRICTLY ON A NEED TO KNOW BASIS**