



**W U M A U K S A F E G U A R D I N G -
P R O T E C T I N G C H I L D R E N & Y O U N G
P E O P L E P O L I C Y**

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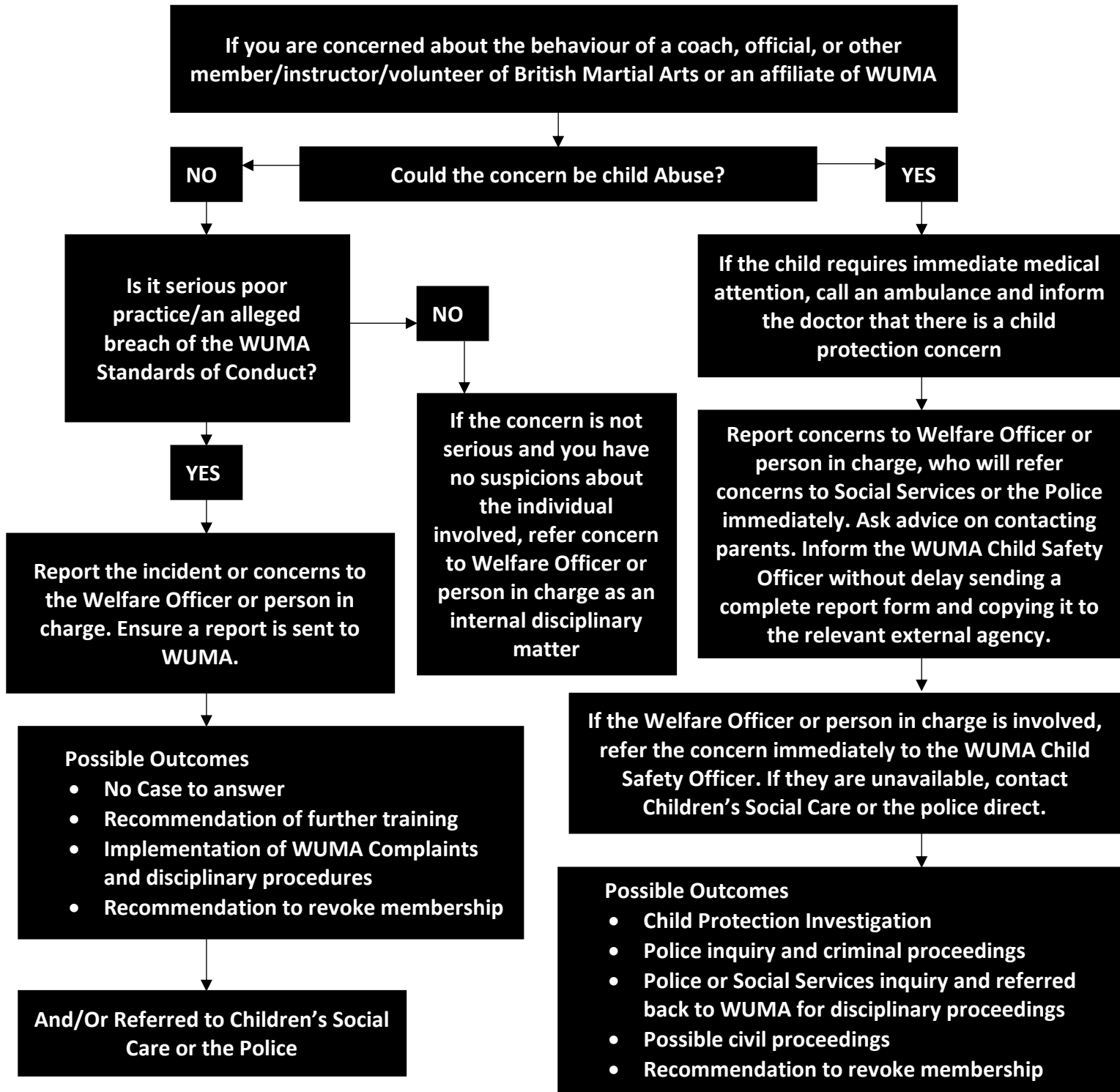
A handwritten signature in black ink, reading 'Richard Hopkins', is written over a horizontal line.

Richard Hopkins Founder of W.U.M.A

WUMA Child Safety Officer – Claire King
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WUMA UK SAFEGUARDING - PROTECTING CHILDREN & YOUNG

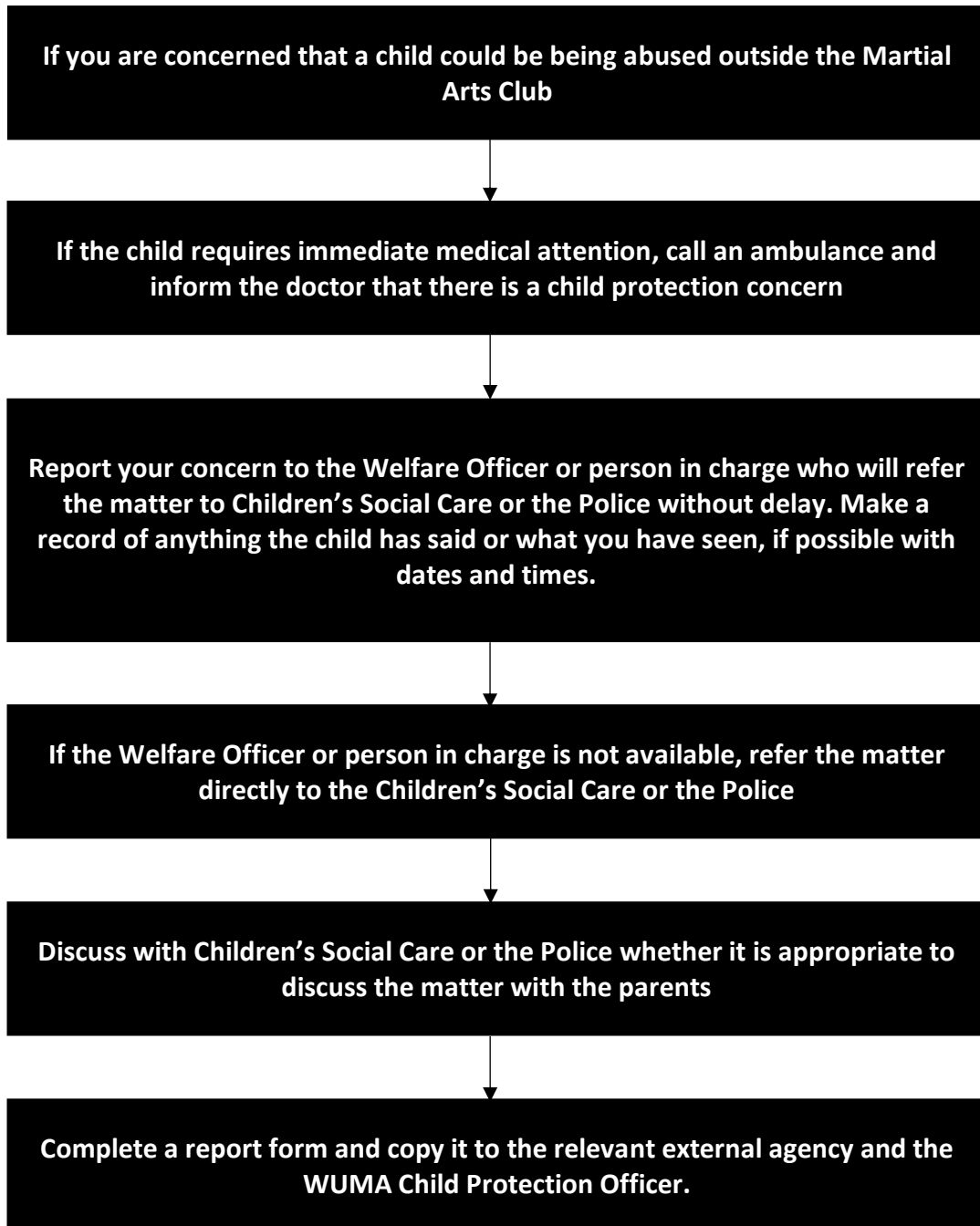
Guide Model to Responding to Concerns (In a WUMA Club)



This quick guide is designed to provide guidance for WUMA members on the most appropriate action to be taken if abuse is suspected. Further guidance can be obtained at any stage by contacting WUMA Child Safety Officer, or NSPCC Helpline on 0808 800 5000. All reports should be made on the WUMA Child Protection Incident Report form

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Guide Model to Responding to Concerns (Outside a WUMA Club)



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Foreword

The World United Martial Arts Federation (WUMA) is committed to supporting all young people to enjoy and excel in the sport and fully recognises that children need a safe, protective and nurturing environment if they are to fulfil their potential and remain in Martial Arts. WUMA aims to achieve a high standard in the safeguarding of members and has a key role in supporting Martial Arts clubs to ensure safeguarding and promoting the welfare of children is a fundamental consideration in every instructor's mind. Any WUMA member that provides or delivers Martial Arts activity has a duty of care towards young people and needs to ensure that they offer a protective and child-friendly environment that gives parents reassurance that their children will be happy and safe. As a condition of club membership, all WUMA registered clubs are required to have a Welfare Officer (usually the club instructor) with the designated responsibility for safeguarding however you do not need to inform WUMA who this person is. The Welfare Officer plays a key role supporting child friendly practice and ensuring robust safeguarding arrangements are in place in the club. WUMA is fully committed to developing good safeguarding practice and support to help ensure Martial Arts has a positive impact on all children involved in it.

Key Policy Information

To Whom Does the Policy Apply?

WUMA is a UK wide federation of WUMA Registered Martial Arts with Clubs in England, Northern Ireland, Ireland, Scotland and Wales. Although WUMA policy is based on the English guidance and legislation, in the light of the common principles and similar approaches taken by all Countries, most elements of this document are fully applicable to all individual members along with the club instructors. The policy is applicable to all levels and disciplines of the Martial Arts and provides a framework for those involved in Martial Arts to meet their duty of care towards young people. The policy, where applicable, is mandatory for all WUMA instructors, members and volunteers (except where there are home country variations arising from legislative differences). Any individual or organisation that is providing a service to WUMA must also demonstrate that they comply with these standards. Anyone who manages, or has overall responsibility for, a Martial Arts club or organisation must support their Welfare Officer in to fulfil their role and ensure their organisation is fully compliant with this policy. All WUMA members should also have access to read and comply with the policy.

How Should the Policy be used?

The policy is the key source of reference for all safeguarding and protecting children related matters. The main users of these policies and procedures are likely to be the instructors & Welfare Officers', as it is their role to guide their organisation to plan, prioritise and implement the various safeguarding responsibilities and activities. The policy also provides important guidance for anyone involved in Martial Arts including parents, coaches, officials, and other volunteers. It offers practical guidance for those involved in providing Martial Art activities for children and relevant sections should be reproduced in an appropriate format and widely shared across the Martial Arts community to increase general awareness and good practice.

How Will the Policy Remain Up-to-Date?

Although the policy takes into account all relevant current legislation, the document will need to be amended as required in response to changes in the Martial Arts, sport, political, legal, ethical, social and technological environment in which we operate. Any amendments will be recorded and communicated to all relevant parties. WUMA will also review its Safeguarding and Protecting Children policy on an annual basis and as required by the NSPCC Child Protection in Sport Unit (CPSU), UK Sport and Home Country Sports Councils. The policy may also be reviewed following introduction of any new internal or external safeguarding process and as a result of any significant child protection case within Martial Arts or other sports.

POLICY

Introduction

Safeguarding Children is described in Working Together to Safeguard Children 2013 as the action we take to promote the welfare of children and protect them from harm, which involves:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring children grow up in circumstances consistent with the provision of safe and effective care and
- Taking action to enable all children to have the best outcomes.

Safeguarding is everyone's responsibility. Therefore, everyone who works with children has a responsibility for keeping them safe, irrespective of their role and whether they are paid or volunteers. Children may be harmed in any environment, including the home, at school or in a Martial Arts club. Although young people are more likely to be abused in their own home, cases of abuse have occurred, and continue to occur, in Martial Arts and in other sports. WUMA acknowledges that Martial Arts provides significant access to young people and can provide opportunities for an individual who wants to harm children. However, it is also recognised that those having regular contact with young people have a key role in promoting their welfare and are ideally placed to notice signs that a child may be being abused. It is therefore essential that anyone in contact with young people through their involvement in Martial Arts is fully aware of the early signs of abuse and/or neglect and understands the appropriate steps to report these concerns.

In addition, it is important to be aware that some children may be more vulnerable than others. These may include disabled children with specific additional needs and children with special educational needs and children training at a high-performance level within sport.

WUMA is fully committed to providing support, information and training opportunities to make certain that individuals understand their role and responsibilities, and fully understand the risk factors linked to abuse within the sport.

WUMA strives to create an environment where all children can thrive and realise their potential and, in accepting a duty of care towards children, will set the standards and define best practice for working with children within the sport. WUMA strives to ensure that child-centred safeguarding principles are fully embraced by the whole Martial Art community as an integral part of all WUMA and club activities.

Key Principles

- The policy is based upon the following fundamental principles:
- The welfare of children (anyone under the age of 18 years) is paramount
- All children, regardless of ability, age, disability, sexual orientation, parental status, race, religion or belief or socio/economic background have a right to be protected from abuse
- Safeguarding children is everyone's responsibility – every individual, full-time centre and club must play their part in ensuring the sport is safe
- A child-centred approach – Martial Arts provision will better meet the needs of children if it is informed by a clear understanding of the needs and views of children.
- All Children & Young people learning Martial Arts will be protected from potential harm by their instructor.

Background

Working Together to Safeguard Children 2013 provides the overall framework on which the WUMA policy is based. The guidance highlights the important role played by voluntary organisations' and private sector providers in the delivery of services to children and expects such organisations' to put in place arrangements that reflect the importance of safeguarding and promoting the welfare of children. Working Together 2013 also highlights that both the paid and voluntary workforce need to be aware of their individual responsibilities for safeguarding and promoting the welfare of children and how they should respond to child protection concerns and make a referral to local authority children's social care or the Police if necessary.

Standard of Safeguarding

Statutory requirements for all organisations providing services to children in England
Working Together to Safeguard Children (2013) Section 2.4



The WUMA policy puts a Martial Arts context to these requirements, outlining the minimum standards to which all WUMA instructors, members and volunteers must adhere. In addition to the main policy, there are various additional policies that must also be applied.

Aims and Objectives

The overall aim of the WUMA policy is to ensure that everyone participating in the Martial Arts does so in a safe, and child-centred environment that supports children to meet their potential. This can only be achieved if everyone involved in the sport is fully compliant with the policy. The key objectives of the policy are as follows:

- To ensure everyone understands their roles and responsibilities in respect of safeguarding
- To ensure everyone who comes into contact with children is able to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
- To promote positive practice and challenge poor practice
- To ensure robust systems are in place to manage any concerns or allegations
- To develop a skilled and competent safeguarding workforce
- To ensure everyone who is involved in a role with children has access to this policy and the opportunity to complete training at a level appropriate to their role in Martial Arts, which covers the above areas
- To advise everyone who is involved in a role with children has been through appropriate pre-recruitment checks, including the appropriate level criminal record checks
- To ensure young people and their parents/carers are consulted and, where appropriate, fully involved in decisions that affect them.
- To ensure children are protected from potential harm in their club.
- To promote a safe, friendly environment for children to participate in Martial Arts

WUMA Responsibility

The overall responsibility for safeguarding children in WUMA Martial Arts events, clubs and training rests with the Welfare Offices, Instructors, WUMA and The WUMA Child Safety Officer. All Directors are fully committed to safeguarding and promoting the welfare of children participating in the sport. WUMA has prepared a clear policy that provides a framework for any club, or individuals, working with children. WUMA is responsible for:

- Development of policy, rules and regulations
- Monitoring the implementation of the Safeguarding Policy and agreeing training needs
- Monitoring the effectiveness of the Safeguarding Policy and Procedures and reviewing the policy as required
- Assisting the Police, NSPCC and Child Protection in Sport Unit relating to any safeguarding and Child Protection matters

WUMA will ensure that it fulfils its responsibilities to work jointly with others to safeguard and promote the welfare of children and young people. WUMA will work in partnership with WUMA clubs and organisations stated above in order to support the development of robust arrangements for safeguarding and protecting children.

WUMA recognises that it has a duty to help ensure affiliated organisations' and individual members understand their responsibilities through the provision of clear guidance and support. WUMA guidance has been formulated with the underlying aim of minimising risk to children and, wherever possible, avoiding situations where it is known that abuse or neglect can occur. WUMA will support this duty through access to this policy, provide safeguarding informative material, instructor courses and safeguarding courses to give learning opportunities for members.

WUMA will work closely with the NSPCC CPSU to review and continually develop our safeguarding practice and ensure it is evidence-based.

Central to the policy is the need for WUMA to support and develop the network of designated Welfare Officers' (usually instructors) with the lead responsibility for safeguarding and protecting children. WUMA will be responsible for appointing a Regional Child Safety Officer. WUMA will support Welfare Officers and instructors when needed.

WUMA recognises the responsibilities of Statutory Authorities and is committed to working with Local Safeguarding Children Boards (LSCBs) and Local Authority Designated Officers (LADO) in line with Working Together to Safeguard Children (2013).

WUMA Responsibility (Cont.)

WUMA, will ensure that any allegations or suspicions of abuse or significant harm to any child are reported without delay to the relevant Statutory Authorities in line with established information sharing protocols.

WUMA will not report any allegations of an individual if the police report an allegation first. WUMA will assist the police as much as possible and revoke the membership of an individual upon request.

WUMA will comply with the principles set out in the Data Protection Act 1998 and Information Sharing for Practitioners (HM Government, 2006) in relation to confidentiality and information sharing. Information that is confidential in nature may be shared, without consent, where there is a legitimate and lawful reason for disclosure.

In the event of an abuse allegation against a WUMA member, employee or other person with an involvement in the sport, WUMA will take action to ensure young people are protected and, where appropriate, will support the prosecution of individuals accused of a criminal offence against a child or children.

All other misconduct or poor practice issues/non-compliance with policy and procedure will normally be managed in partnership with the affiliated organisation that is closest to the point of complaint or disclosure.

WUMA will revoke membership of anyone we believe is or has been, or might in the future be, engaged in harming a child or pose a risk of harm, or received a caution or conviction for a relevant offence.

WUMA will ensure that robust systems are in place to help prevent people who present a risk to children from becoming involved in the Martial Arts, and to support the removal of anyone who is considered unsuitable.

Club Responsibilities

All clubs who provide services to children have a common-law duty of care to take such steps that, in the circumstances of a Martial Arts club, are reasonable to ensure the safety and welfare of these children. WUMA policy and procedures set out the minimum standards that clubs should apply. WUMA will provide support and guidance to help clubs to meet their responsibilities. All clubs must ensure that: -

- The overall responsibility for safeguarding sits at the most senior level of their club
- There is at least one suitably trained and competent Welfare Officer (usually the instructor) designated within the club to take the lead role in dealing with safeguarding issues. The responsibilities of the individual should include:
 - Promoting the welfare of children and importance of safeguarding
 - Ensuring that young people are listened to and are involved in decision making
 - Ensuring that everyone understands their roles and responsibilities in respect of safeguarding
 - Responding to child protection and poor practice concerns
 - liaising with WUMA and local Statutory Agencies
 - Working with other organisations as required
- The Club Welfare Officer is advised to attend a WUMA instructor course or approved Safeguarding and Protecting children course such as <http://www.sportscoachuk.org/workshops/workshop-search/results?term=Safeguarding+%26+Protecting+Children>
- The Club Welfare Officer holds a valid WUMA licence and membership, and is advised to undertake a criminal record check
- All children and young people, and their parents, are aware of behaviour that is not acceptable and how they can help to keep themselves safe

Club Responsibilities (Cont.)

- They support Whistle Blowing and take steps to ensure members, their parents/carers, and others, feel able to raise concerns without fear of negative repercussions
- confidentiality is maintained in relation to concerns and referrals, and information is only shared on a genuine 'need to know' basis.
- They comply with the all applicable supplementary policy and guidance, and accept responsibility for identifying and responding to any deficiencies or weaknesses in its arrangements for safeguarding and promoting welfare of children
- They work in partnership with WUMA to ensure poor practice is addressed and any required remedial action is taken.
- The Clubs Instructor is responsible to engage in regular risk assessments and identify and reduce all risks to children and young people

It is not the role of Club Officials to investigate possible abuse or neglect. However, they have a key role to play by referring concerns about those issues to Children's Social Care Services and/or WUMA and providing information for police investigations.