REPORTING A SAFEGUARDING CONCERN within the Athletics Environment

How to respond to allegations against a volunteer or another young person

Concerns arise about the behaviour of a member of staff, coach or volunteer towards a child/children. Make a note of anything you/the witness has seen/said, with dates and times.

- **Crime or Immediate Risk:** Call Police or Social Services
  - YES
  - **Is there an immediate risk to a young person or vulnerable adult?**
    - YES
    - Medical: Call an Ambulance
    - NO

- **Is the Club Welfare Officer available?**
  - YES
  - Club Welfare Officer contacts the UK Athletics Safeguarding Team for advice and provides the completed Reporting a Concern Form
  - NO
  - **If your Club Welfare Officer is unavailable please report to the UK Athletics Safeguarding Team for advice and complete the Reporting a Concern Form**

- **UKA Safeguarding Team makes decision as to Level of concern.**
  - **Level 1 Low level (i.e. poor practice)**
    - UKA investigate or Athletics Club investigate with support from UKA
    - Concern dealt with by club (internal discipline/appeals process). If UKA disciplinary investigation undertaken a hearing is held by CMG/DP*
    - Outcome of disciplinary process (e.g. no case to answer, advice or warning/sanction)
  - **Level 2/3 Serious Concern (i.e. suspected abuse)**
    - UKA informs Police/LADO
    - UKA consults with LADO/Police re interim suspension and notifying other organisations. Consultation with Police/LADO and strategy discussion to agree investigative process. Internal Investigation may be delayed pending police enquiries.

- **UKA await outcome of Children’s Social Care or Police investigation (e.g. NFA, criminal prosecution, assessment of risk). Full disciplinary investigation undertaken and CMG/DP hearing held. Outcome i.e. removal of coach accreditation, further training, approved for accreditation.**

**Useful Contacts**

UK Athletics Welfare Team: 0121 713 8450 email: dbrown@uka.org.uk
NSPCC: 0808 800 5000
Emergency Services: 999

**NOTE:** You should inform the parent/carer of the concern, unless you believe it would put the child/adult at risk, yourself or others at risk.