

## **Ipswich Junior Chess Club (IJCC) Child Protection and Safeguarding Policy**

The purpose of this policy is to provide a framework that protects the welfare of all children who attend the club. Children should be safe and be able to feel safe, and those adults supervising them will be aware of their responsibilities to ensure this. The officers who run the club are and will continue to be DBS checked.

If an incident of abuse is noticed by, alleged or disclosed to the officers of the club, they;

- Will stay calm, listen and reassure
- Will Not ask leading questions or jump to conclusions
- Will Not promise to keep information a secret, it is likely to need to be passed on
- Will make a written record of the incident, which should be signed and dated
- Will not state opinions as facts
- Will refer without unnecessary delay
- Will Not accept an anonymous report, the person concerned is usually a key witness

Incidents can concern physical abuse, bullying, verbal, racial and sexual harassment. Where possible, low level incidents will be dealt with immediately, but for anything potentially serious, it will be escalated to an appropriate professional authority as soon as possible. This can be done by an officer of the club, a parent or child, to one of the following:

- Local Authority - 0300 123 2044 or [LADO@suffolk.gov.uk](mailto:LADO@suffolk.gov.uk)
- Police - non-urgent 101 or 999
- Children's Social Services - 0808 800 4005
- Childline – 0800 1111
- English Chess Federation - [safeguardingofficer@englishchess.org.uk](mailto:safeguardingofficer@englishchess.org.uk)

No person with a conflict of interest will be involved in leading an investigation, and parents/guardians will be informed where required.

The activities of the club will normally be confined to the hired room(s) at Ipswich Library, which include the staff kitchen and toilets, which are available for use by members, guests and parents. They may also involve giving lifts to members where consented to by parents. The club has certain rules to protect all persons in these environments:

- Parents/guardians of children under the age of 8 are required to stay during club sessions. An older sibling will only be regarded as suitable to fulfil such support if agreed in advance with an officer of the club
- Any child unable to use the toilet unaided for whatever reason (e.g. the doors are too heavy) also requires a parent/guardian to stay
- All children must be collected promptly from the club room(s) at the end of the session, the club cannot permit members to leave unaccompanied for a meeting elsewhere, unless agreed in advance with an officer of the club

The club hopes that all members and visitors find the activities enjoyable and stimulating, and will endeavour to provide an environment to do this. The officers thank all parents/guardians for their ongoing support in this matter.

Prepared by Martin Tomes (IJCC Chair) 28/6/19