

# Next Level Coaching & Sport Development CIC:

## Safeguarding Policy



Policy	April 2025: <i>Full Director Review</i>	April 2026: <i>Single Director Review</i>	April 2027: <i>Single Director Review</i>	April 2028: <i>Three Year Cycle Full Director Review</i>
Safeguarding Policy	AG: Tuesday 29 <sup>th</sup> April 2025 CM: Monday 12 <sup>th</sup> May 2025 MR: Monday 12 <sup>th</sup> May 2025			

### Safeguarding – General Principles for both Children and Adults

We are fully committed to safeguarding the welfare of children and adults by taking all reasonable steps to protect any Next Level Coaching and Sport Development participants from neglect, physical, sexual or emotional harm. All staff will at all times show respect and understanding for the rights, safety and welfare of both children and adult participants and conduct themselves in a way that reflects our principles.

Every child and adult should be able to participate in Next Level Coaching and Sport Development Activity, in an enjoyable and safe environment and be protected from harm. We recognise that abuse can be an emotive subject. It is important to understand the feelings involved and not to allow that to interfere with judgment about any action that needs to be taken. We also recognise our responsibility to safeguard and promote the welfare of all children and adults, by protecting them from physical, sexual or emotional abuse, neglect and bullying.

### Safeguarding - Regulated Activity

If a Director or Freelance employee's work either becomes a regulated activity or a Director/Freelance perform work that is a regulated activity, we will require those delivering activity on behalf of Next Level Coaching and Sport Development, to provide a satisfactory check to confirm suitability to carry out this work. This will be at an Enhanced with Barred List DBS Check level in Year 1, Basic DBS check in Years 2 and 3 and Enhanced with Barred List DBS check in Year 4, of their time working for and delivering on behalf of Next Level Coaching and Sport Development.

If a Director or Freelance employee refuses to undertake this check, or appears on the barred list, the business will be unable to allow you to deliver regulated activities on behalf of Next Level Coaching

and Sport Development CIC.

### **Safeguarding – Procedures at Next Level Coaching & Sport Development**

Directors and Freelance Employees must remain vigilant at all times of the risk to children and adults of abusive behaviour from different sources including members of their family, guardians/carers, other children and client colleagues.

All complaints, allegations or suspicions must be taken seriously. This procedure must be followed whenever an allegation of abuse is made or when there is a suspicion that a child or adult at risk has been abused:

- Promises of confidentiality must not be given as this may conflict with the need to ensure the safety and welfare of the individual.
- A full record shall be made as soon as possible of the nature of the allegation and any other relevant information. This must include information in relation to the date, the time, the place where the alleged abuse happened, your name and the names of others present, the name of the complainant and, where different, the name of the child or adult who it is alleged has been abused, the nature of the alleged abuse, a description of any injuries observed, the account which has been given of the allegation.
- Any suspicion, allegation or incident of abuse must be reported to the Designated Safeguarding Lead, Andy Gaskell, Director of Business Development on that working day.
- Training will be provided, as appropriate, to ensure that Directors and Freelance staff are aware of these procedures.
- If the alleged perpetrator of abuse is another employee, the circumstances will be investigated fully under our disciplinary procedure.
- If necessary, we will refer details of the circumstances to the relevant local or national body, or both.

More Information on our Model Disclosure and Barring Service (DBS) Internal Policies regarding Director and Freelance Employees, are available from our Designated Safeguarding Lead, Andy Gaskell, Director of Business Development.