



SAFEGUARDING & CHILD PROTECTION POLICY

This document outlines the Safeguarding Policy of Grahams Academy of Martial Arts (herein known as the Academy) and must be implemented and adhered to by all members of affiliated clubs and associations.

The Academy has a duty of care to safeguard all people involved in the martial arts it teaches. The aim of this Policy, therefore, is to not only promote good practice and set out safeguarding standards, but also to enable all Academy staff and volunteers to make informed and confident responses to specific child protection and safeguarding issues. All Academy Committee members hold a current DBS check and the Academy also has two Safeguarding Officers – one for Portsmouth and one for Southampton.

At all times the Academy must be aware that

- The welfare of the student is paramount.
- All children, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity, have the right to care and protection from abuse.
- All suspicions and allegations of bullying/abuse will be taken seriously and responded to swiftly and appropriately.
- All staff and volunteers have a responsibility to report any concerns to the appropriate contact.

It is vital that all Academy staff and volunteers should –

- Be an excellent role model
- Not smoke or drink in the company of children
- Recognise any signs that a child is unhappy or not comfortable
- Avoid excessive training and pushing people to train against their will
- Give enthusiastic and constructive feedback
- Always work in an open environment
- Treat all people equally with respect and dignity
- Maintain a safe and appropriate distance from everybody but especially children
- Always consult the student and gain their agreement if physical support is necessary for them to learn correctly i.e. placing their hands or legs in correct positions for Poomsae
- Build balanced relationships built on mutual trust and empowerment
- Promote fair play
- Keep up to date with technical skills, qualifications and insurance.
- If mixed teams are taken away for the night then always have both a male and female Academy member in positions of care.
- Securing consent in writing to act in loco parentis, if the need arises to administer emergency first aid/other medical treatment.
- emergency first aid and/or other medical treatment.
- Keep a written record of any injury that occurs, along with the details of any treatment given.



- Request written parental consent if the Academy is required to transport young people in their cars.

There are also practices to be avoided and these are set out below. Emergency situations may mean that sometimes these practices cannot be avoided for the safety of the student. If there is an immediate concern or someone is injured and needs to be taken for emergency treatment straightaway, then it should be with the full knowledge of either someone on the Academy Committee or the child's parents if under the age of 18.

- Never engage in rough physical or sexually provocative games, including horseplay
- Never share a room with a child
- Never allow or engage in any form of inappropriate touching
- Never allow students to use inappropriate language unchallenged
- Never make sexually suggestive comments to anybody, even in fun
- Never reduce anyone to tears as a form of control
- Never allow allegations made by anyone to go unchallenged, unrecorded or not acted upon
- Never do things of a personal nature that they can do for themselves
- Never invite or allow any club related person to stay with you at your home unsupervised
- Never have an intimate relationship with a child
- Never enter a student's changing area unless you are accompanied by either the parent of the child (if under the age of 18) or another Academy Instructor/volunteer, and then only do so, with another adult, if there is an immediate concern for the student
- Never enter a student's room if overnight stays are required for Tournaments unless there is an immediate concern for their welfare and if that is the case then enter with another adult

The Academy recognises that there are certain incidents that must always be reported/recorded, and that as well as this, the parents/guardian or nearest in kin of the student should be informed. This is vital when –

- you accidentally hurt a player
- If he/she seems distressed in any manner
- if a player appears to be sexually aroused by your actions
- if a player misunderstands or misinterprets something you have done
- there is an allegation or suspicion of bullying/abuse

Any suspicion of bullying or abuse within the Academy should be reported immediately to the Safeguarding Officer and/or Senior Instructor who will then liaise with Steve Graham.

It is not the responsibility of anyone at the Academy to decide whether or not bullying/abuse has taken place. There is, however, a responsibility to act upon any concerns of bullying/abuse. The Academy will fully support and protect anyone who in good faith reports their concerns that bullying/abuse may be occurring.

The Academy will

- Take all signs of bullying/abuse very seriously



- Encourage all children and adults to speak up and voice their concerns
- Investigate all allegations and keep the victim safe
- Speak with all parties to gather full information
- Reassure the victim
- Seek to gain an apology from the bully and impose sanctions if necessary
- Keep records
- Dependent upon the severity of the allegation, relevant external authorities will be contacted

Where there is a complaint about an Academy staff member, there will be an investigation. This will be conducted firstly by Steve Graham and the Child Protection Officer. If the allegation is regarding the Safeguarding Officer, then it will be dealt with by Steve Graham. If the allegation is regarding Steve Graham, then it will be dealt with by the Academy Committee, which includes the Safeguarding Officer.

Confidentiality will be paramount and information will be disseminated on a need to know basis only. Alongside Steve Graham, the Safeguarding Officer and the person making the allegation, the only other people to be involved are the victim themselves, their parents or carers and the abuser/bully.

It should also be noted that allegations of abuse may be made some time after the event. The Academy should still follow the above procedures and report findings to the relevant external authorities, as other children may still be at risk in the future.

With regards to Dangerous Performances in sport, the Academy strictly prohibits the use of, or incorporation of Head Kicks in all heavy or full contact sparring, training and competition for any person under the age of 17. The Academy has applied a common-sense interpretation that any full powered kick to the head is, by its very nature, dangerous, and therefore, may possibly fall within the scope of the prohibition as described under the Children and Young Persons Act 1933 (as amended).

With regards to photographic and filming equipment at sporting events, the Academy is vigilant and aware that this might have safeguarding concerns for children and their parents. The Academy will always request that photographs and films are taken only by parents of their own children and that these will not be shared on social media if they contain evidence of other children.

In March 2020 the UK Government ordered the closure of all gyms and leisure centres to aid the fight of the Coronavirus. The Academy adhered to this demand and as a result the physical dojangs have been temporarily closed. The Academy has recently created online classes via Zoom during the Coronavirus Pandemic.

In order to protect children at this unprecedented time and whilst using the online platform we need to ensure that extra procedures are adhered to. These are detailed below -



- It is the parent's responsibility to log onto the Zoom platform using the provided code for each online class.
- All members should be fully aware that this is an online live stream and that whatever is said or done during the class can be seen and heard by others taking part.
- All members should be appropriately dressed for the online class. Doboks should be worn preferably, although this will be relaxed for new members and MMA students who may wish to wear suitable gym wear.
- All online classes should take place in a communal place such as a lounge or dining area and parents should be encouraged to watch their children. The taking of online classes in bedrooms should be discouraged.
- Where 1-1 instructor and child classes occur, a parent must also be present.

Declaration

On behalf of Grahams Academy of Martial Arts we, the undersigned, will oversee the implementation of the Child Safeguarding Policy and take all necessary steps to ensure it is adhered to.

Signed

Steve Graham

Position within Grahams Academy of Martial Arts: Chief Instructor & Club Founder

Date: 16th June 2020

Name: Andrea Powell

Position within Grahams Academy of Martial Arts: Safeguarding Officer

Date: 16th June 2020