



Safeguarding and Child Protection Code of Conduct

If a concern arises through a phone call, email, letter, conversation or observation, record the information on an Incident Referral Form then immediately tell your Programme Manager. Never just ignore it.

All Greenhouse Sports members of staff must adhere to the following good practice guidelines

- Never engage in behaviour that constitutes any form of abuse (physical, sexual, emotional, neglect, bullying). Promote the welfare and best interests of the participant avoiding sexual intimacy with participants at all times.
- Create an environment where every individual has the opportunity to participate in a sport in an environment free of fear and harassment. Recognise the rights of all participants to be treated with respect and as individuals.
- Be a positive role model for participants at all times and ensure that the environment is as safe as possible, taking into account and minimising any possible risks.
- Maintain a professional 'coach/participant' relationship at all times, including outside of working hours.
- When communicating to a young person by phone, only ever use your work mobile. Ensure that the conversation/text is only ever regarding your programme and never encourage the young person to reply back, except when appropriate. In no circumstances should you use your personnel mobile/lpad.
- Never accept a young person as a friend on Facebook or on any other social media site. If you currently have a participant under the age of 18 as a friend on a social media site, delete them immediately. All social media, including Twitter communication must be undertaken through the official Greenhouse Sports channels.



- Never transport an individual in your car, unless it is absolutely necessary, has been agreed by your Programme Manager and that you have written permission from the young person's parents/guardians.
- Please be clear that Greenhouse Sports is committed to providing a high quality, safe and child friendly environment and therefore operates a zero tolerance policy

I have read the Safeguarding & Child Protection Policy together with the above statement and agree to adhere to all of the listed areas of good practice, as well as follow all of the guidelines and processes outlined within the Greenhouse Sports Safeguarding and Child Protection Policy

Signed _____

Name _____

Date _____