

## 8. Child Welfare Officers

### Introduction

**The Child Welfare Officer is a key role in Badminton, in the club and in the county. Badminton England would like to see a Child Welfare Officer in every county and junior club to ensure that child welfare is central to the philosophy of the club.**

### The Role of the Child Welfare Officer

The Club/County must use a fair and open recruitment process to identify the best person to fulfill this role

The Child Welfare Officer is responsible for the following:

### Implementation of the Badminton England Safeguarding Policy and Procedures

- Ensure the club/county adopts and promotes Badminton England Safeguarding and Protecting Young People In Badminton policy, procedures and guidelines
- Ensure the club/county has an implementation plan and monitoring systems for safeguarding and Protecting Young People In Badminton
- Ensure that all club/county members are aware of and adhere to Codes of Conduct
- Ensure that parents and young people are aware of the club/county safeguarding policies and procedures and how they can voice their concerns or any issues they may have
- Ensure that DBS checks are fulfilled for all club members who meet eligibility guidelines <http://www.badmintonengland.co.uk/DBS>
- Sit on the committee within the club/county to advise and promote safeguarding

### Managing Concerns

- Be the first point of contact for parents, volunteers, children / young people where concerns about children's welfare, poor practice or potential child abuse are identified.
- Report incidents / concerns to Badminton England Lead Child Protection Officer
- Ensure that, where possible, all concerns and incidents are recorded using an BE Incident Form
- Work with and be guided by the Badminton England Lead Child Protection Officer to support the management of any reported concerns
- Ensure confidentiality is maintained
- Be aware of local Children's Services, Police Protection Units and Local Safeguarding Children's Boards

### Training

- Ensure that all club/county members attend safeguarding awareness training
- Ensure that all club/county members with responsibility for young people and children access training to support them to fulfil their role

To view the training suitable for all roles in badminton [click here](#)

**Skills/Attributes**

- Child centred approach
- Communication skills
- Basic administration – maintain records
- To be able to signpost to basic advice and support for young people and their parents

**Knowledge**

- Define and apply Badminton England Safeguarding and Protecting Young People in Badminton Policy, Procedures and Guidelines
- Recognise poor practice and potential abuse – behaviour which is harmful to young people
- Understand the role of the statutory agencies in Safeguarding and Protecting Children and Young People
- Use core values and principles underpinning good practice with young people
- To promote and have a commitment to equality and diversity

**Training** – To support Welfare Officers in their role

Badminton England requires all Club/County Welfare Officers to have the working knowledge as detailed below. ALL club/county welfare officers will be expected to gain and develop this through attending:

- Sports Coach UK Safeguarding and Protecting Children in sport –SPC1 and SPC2  
[WWW.sportscoachuk.org](http://WWW.sportscoachuk.org)
- Time To Listen-contact Badminton England Safeguarding team for further information or look at the website [www.BadmintonEngland.co.uk/safeguarding](http://www.BadmintonEngland.co.uk/safeguarding)

The role description for the Welfare Officer is located at Appendix 1