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Harrogate Town AFC Match Day Safeguarding Policy

Harrogate Town Match Day Safeguarding Plan

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Purpose of the plan: Introduction and approach

The Match Day safeguarding plan compliments the existing safeguarding policies and procedures held by the EFL.

The Safeguarding Plan applies only to this specific match day and summarises the arrangements specifically relating to safeguarding. The purpose of this plan is to ensure that effective Club specific processes and procedures are agreed and implemented to safeguard all those involved in the match day event, whether as staff, participant, spectator or player. It is important to have procedures in place to ensure there is a clear, effective, and consistent response for dealing with concerns of possible abuse and harm to children and adults at risk.

Match Day Operations

Dave Riley 07712787505 / Abbey Smith 07956751303

Match Day Designated Safeguarding Officers (DSO)

Dave Riley 07712787505

Community Trust Safety Officers

Iain Service 07465290222

Match Day Safety Officers

Brian Beswick 07831331102 / Adrian Mathie 07980735334

Deputy Safety Officer

Stephen Skillern 075007485534

North Yorkshire Police Football Officer

Andy Pearson
07776148005

Emergency Services 999

Non-Emergency Police 101

North Yorkshire County Council Social Services 020 8748 8588.

NSPCC 0808 800 5000

On Match days The Safeguarding officer/s (DSO) will be based within the club office adjacent to the Match Day control room whilst safety offers will be based within the Control Room.

Safeguarding Officer/s will be contactable via Radio channel **2**

Ground / Crowd Safety Officers will be contactable via Radio channel **1**

Roles and responsibilities

Role	Safeguarding responsibility
<p>Club Senior Safeguarding Manager / DSO (Dave Riley)</p>	<p>Strategic responsibility for the overall safeguarding provision within the Club. Implementing and embedding of the Club’s children safeguarding policy and associated guidance and event safeguarding plan.</p> <p>The Senior Safeguarding Manager will participate in pre-Match planning meetings as required and advise the Match day operations team accordingly on any safeguarding concerns raised prior to Match days.</p>
<p>Matchday Safety Officer/S</p>	<p>The Match day Safety Officer/s (as named above) will be present during the event, to ensure safeguarding responsibilities, policies and procedures are implemented.</p> <p>Provide pre-event briefing to key operational staff Stewards and the Emergency services and Medical teams;</p> <p>Based within the Control room to ensure that safeguarding concerns are responded to by the most appropriate person/s.</p> <p>Support staff in the process of recognising, responding and recording safeguarding incidents;</p> <p>Receive reports of safeguarding concerns and disclosures;</p> <p>Managing all immediate external referrals where necessary.</p> <p>Provide guidance to staff to ensure the immediate well-being of any potential victim/s.</p>
<p>Specialists (Safety Officer, Police, medical)</p>	<p>Will consult with Match Day Safeguarding officer/s to agree appropriate response to</p>

	report of possible safeguarding incidents/concerns
Venue Stewards	First response to recognise and respond to safeguarding incidents and concerns.

Venue Reporting Structure

A safeguarding concern is identified or reported

Venue steward reports concern to Command Room

Concern reported to the Safeguarding Officer, who will determine the appropriate response.

Report any Safeguarding disclosure or concern to the Safeguarding Officer via the command channel. If the Match Day Safeguarding Officer is not available, then report to your supervisor/line manager. Match Day Safeguarding Officer will co-ordinate the recording and further reporting of any issues/incidents.

Managing Safeguarding concerns and incidents

Remember – IT IS NOT the responsibility of Staff to decide if abuse has taken place, but IT IS everybody's responsibility to act on any concerns.

If the victim is in need of urgent medical treatment, the person raising the concern needs to contact the medical team or emergency services immediately – not the Safeguarding Officer. The medical team or emergency services should be advised there is a potential Safeguarding issue. The Event Safeguarding Officer should then be informed.

Ball children and mascots.

Children will be with a parent, supervised and guided by Club Rep (name)

Club rep (Name) has spoken to the parents of mascots in advance of the event to check any additional needs of the child - none reported.

Known medical conditions have been identified and are as follows:

Arrival/ departure of Ball Children and Mascots

The ball children and mascots will be met at arranged meeting points following the agreement with the staff of Harrogate Town AFC and the Third party

Individual Ball children arriving and departing without a supervised person must submit a consent form signed by the Ball boys Parent, Guardian or carer

Minimum age of the ball Children is 13 and above and will be supervised by a Staff member of HTAFC

Whilst carrying out mascot duties Club representatives will escort them and their parents around the stadium to their areas of participation. During and after the match mascots and their supervisors should follow procedures alongside other fans and as directed by stadium staff.

Unaccompanied Children watching the Match Day

The age limit is 12

Searching of U18's

The decision to conduct searches of U18's will be made by the Safety Officer.

Protocols and the process of searching children should promote mutual respect to and from all parties. Someone is deemed a child up to their 18th birthday.

The basics

Stewards should always identify themselves and provide proof that they are an authorised event steward with the Club and the member of the public entering the ground.

Good practice is to have two stewards present for the search, who should both give their name and job title.

Thereafter stewards should:

1. Explain the reason for the search.
2. Ask the child for permission to undertake the search, explain that the person has a right to refuse, but doing so can lead to non-admittance; if an adult is present with the child, obtain their permission to conduct the search.
3. Ask the child if they are carrying anything which may be dangerous, prohibited or that they plan to use to celebrate during the match.
4. Ask if anyone else has asked them to carry anything into the ground for them.
5. Explain what they think they may find in the search.
6. Only search people of the same gender as themselves.
7. Follow the correct Stadium procedure when finding unauthorised items and explain these procedures to the people involved.
8. Keep people only for as long as necessary.

Searching

Stewards should not need to touch the child during the search, as the procedure is to guide the child or young person to demonstrate that they are not carrying/hiding any dangerous or prohibited items.

1. Ask the child to empty and turn out their pockets.
2. Ask the child to take off any outer jacket(s) and pass them over to the other steward for searching.
3. Ask the child to roll up their trousers to the knees and roll down their socks.
4. If wearing trousers, ask them to pull out the shirt at the waist and visually ensure there is nothing in the trouser belt area.
5. Request that they replace all clothing before moving on.

Lost/Missing children

Lost and/or missing children will be managed by stewards as per Club standard operating procedure. The Safeguarding Officer / Ground Safety Officer should be notified if the circumstances of the child being lost and/or missing raise a potential safeguarding concern. For example, if the parent/carer is intoxicated and the child has been lost due to the actions of the parent/carer.