England Squash

**County Welfare Officer Role Description**

**About the Role**

The county welfare officer has primary responsibility for managing and reporting concerns and for putting into place procedures to safeguard children and adults at risk within the county structure and support club welfare officers where relevant.

**Requirements**

* England Squash Enhanced DBS
* Relevant safeguarding training in accordance with the England Squash safeguarding training matrix
* To register with England Squash as a County Safeguarding Officer in order to receive updates and relevant information from the governing body
* Sit on County Committee and ensure safeguarding is embedded

**Duties and Responsibilities**

* Influencing and leading others to create a positive environment for all
* To ensure England Squash’s Safeguarding Policy & Procedures are embedded across all activities
* To assist England Squash in fulfilling its safeguarding duties at county level
* To act as the first point of contact for coaches, volunteers, parents and children/young people in squash where concerns about Children’s Social Care, poor practice or child abuse are identified within the county, and pass these concerns on to the appropriate person or organisation
* To be the first point of contact with the safe squash working group
* Assist the county association in implementing it’s safeguarding plan for county activities
* To promote England Squash’s Safeguarding Policies and Procedures and provide advice and support to local clubs regarding safeguarding concerns
* Liaise with statutory agencies on individual cases in an urgent situation and/or where this is not done nationally by England Squash or where it is an operational role at county level (training & support from England Squash will be provided)
* Maintain locally held records and ensure confidentiality is maintained in line with data protection
* Provide support networks for local club safeguarding officers
* Ensure all coaches and volunteers acting on behalf of the county who have direct supervisory roles with juniors or adults at risk complete an England Squash personal disclosure form and an Enhanced DBS on a 3 yearly basis and attend appropriate safeguarding training
* Promote and challenge anti-discriminatory practice in line with England Squash policies and procedures

**Support available**

* England Squash website – template policies & procedures
* Safe Squash <https://www.englandsquash.com/about-us/governance/safe-squash>
* How to apply for an England Squash enhanced DBS: <https://www.englandsquash.com/get-involved/coach/disclosure-and-barring-service-dbs-enhanced-check>
* Safe Squash Working Group; [safesquash@englandsquash.com](mailto:safesquash@englandsquash.com)

Telephone: Mark Williams: 07918 775423, Louise Pickford: 0161 438 4318, Chris Peach: 07890 615292

* Child Protection in Sport Unit: <https://thecpsu.org.uk/>
* NSPCC helpline: 0800 800 5000
* Working Together 2015: <https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/592101/Working_Together_to_Safeguard_Children_20170213.pdf>