



TERMS OF REFERENCE.

ACORNS WELFARE OFFICER.

To aim of the role is to provide leadership in the safeguarding of young people in rugby union within the club, maintaining key relationships with the CB welfare manager (cbwm) and local safeguarding partners. The club welfare officer should undertake appropriate RFU safeguarding courses and will ideally have a background in child protection from any of the statutory agencies (police, social services, etc.) the officer should also have a range of skills including, empathy, approachability, good sense of humour objectivity, attention to detail, resilience, and dedication to the cause of safeguarding young people under the age of 18. In return the officer will receive ongoing support from the cbwm in the form of training, visits guidance, and regular communications.

DUTIES INVOLVED.

- Develop the clubs own safeguarding young people in rugby policy in conjunction with the RFU policy.
- Circulate and promote the RFU and clubs code of conduct.
- Be visible and approachable to al club members and ensure your contact details are available to all young people, parents and club personnel.
- In conjunction with the cbwm develop an effective CRB processing system within the club to ensure that all individuals working with young people undertake a CRB application every three years.
- From October 09 to establish a vetting and barring system within the club.
- To coordinate a programme of training, in conjunction with cbwm and/or rdo for the club personell, including club management committee, involved in working with young people (ie safeguarding and protecting young people in rugby union courses).
- To ensure that all safeguarding issues and incidents involving adult(s) and children/young people under 18 are reported promptly to the cbwm (or safeguarding team in their absence).
- To have contact details for the local statutory agencies (police, social services etc) and liaise with them when necessary.

- To ensure the club has an induction pack, which includes the club safeguarding/child protection policy, for the new mini/midi and youth players and that all parents sign for its receipt.
- Be aware of individual children's special educational or medical needs and the need to inform appropriate club age group coaches and managers.
- To be active or co-opted member of the club management committee.
- To ensure that the clubs first aid co-ordinator complies with RFU medical protocols.
- To monitor club website for inappropriate content and report/amend as appropriate.
- To be involved in the clubs seal of approval accreditation and to verify and confirm the information provided to the rdo is correct.
- To distribute literature, electronic communication and new developments concerning the safeguarding of young people to club personnel as appropriate.

TO LIAISE WITH.

- Acorns chairman.
- Acorns committee.

THE POST HOLDER WILL BE RESPONSIBLE TO.

- The main committee.

MEETINGS TO ATTEND.

- Youth committee meetings.
- Main committee meetings (or delegate to another officer within the acorns).
- Annual general meeting.
- Sub committees by request.
- Dorset and Wilts meetings.
- Other local clubs when invited.