



Appendix 4.1.28 : Job Description ~ Safeguarding Officer

A supportive and positive environment in which children can enjoy rugby safely is vital.

You'll provide leadership in the safeguarding of children within the club, maintaining relationships with the CB Safeguarding Manager (CBSM) and local safeguarding partners. You'll report to the Club Executive Committee and work especially closely with the Club Senior and Mini/Youth Honorary Secretaries, the Club Youth Registrar, and the Club Coaching Coordinator. You'll also need to undertake appropriate RFU safeguarding courses.

Ideally, you'll need:

- To be empathetic and approachable
- A good sense of humour
- To be objective
- Attention to detail
- Resilience and determination
- To be dedicated to the cause of safeguarding young people under 18yrs
- A background in child protection from any of the statutory agencies (Police, Social Services, Children's Services)

What you'll do:

- In conjunction with you CB Safeguarding Manager, you'll...
 - Develop the Club 'Safeguarding Vulnerable People Policy' and procedures in conjunction with the RFU policy
 - Make sure everyone understands the RFU Codes of Conduct and values of the Game: Teamwork, Sportsmanship, Enjoyment, Discipline, Respect
 - Be visible and approachable to all club members and post your contact details on club notice boards, the club website and RFU RugbyFirst
 - Develop a system to ensure all individuals working with young people undertake a CRB application every three years and hold an ISA-registration (Once the Independent Safeguarding Authority Vetting and Barring scheme has been implemented)
 - Co-ordinate a programme of training for club personnel working with young people (i.e. Safeguarding & Protecting Young People in Rugby Union courses)
 - Ensure that all safeguarding issues and incidents are reported promptly
 - Keep up-to-date contact details for the local statutory agencies (police / social services etc.) and liaise with them when necessary