



WELFARE OFFICER

NB. Welfare Officer shall not be or a relative of any of the Coaches or a coach at the club

Responsible to: Chair / Parents forum

Skills

- Approachable
- Good listener
- Good communication
- Tactful and discreet

Role / Main Duties

- To be responsible for the implementation of good practice and child protection policies within the club
- To ensure all possible child protection concerns (urgent and non urgent) are dealt with following the BJA Child Protection Guidelines
- To maintain, administer and manage the completion of the CRB check forms
- To be aware of the child protection policies and procedures of the BJA and to receive all updates of this nature from the BJA
- To raise awareness of good child protection practice with coaches through the Sports Coach UK Good Practice and Child Protection workshop.
- To ensure volunteers (other than coaches) within the club are introduced to good child protection practice through the NSPCC module, Keeping Children Safe in Sport
- To attend the Sports Coach UK Good Practice and Child Protection workshop.
- To attend BJA "Time to Listen" workshop

Commitment

Dealing with issues as and when they arise plus club requirements.

Further Development/Support

Sports Coach UK Good Practice and Child Protection
NSPCC – Keeping Children Safe in Sport

Written by the NSPCC, this distance-learning programme provides an introduction to keeping children safe. It is designed for anyone who comes into contact with children through sport. Available to complete online and also as a 'buy to share' resource for your club. Provided by the NSPCC Telephone: 020 7825 2500 Website:

www.nspcc.org.uk

Name _____

Signed _____

Date _____