Cambridgeshire RFU Safeguarding Officer (Volunteer)

CRFU Safeguarding Officer (Volunteer) Role Guidelines

Reports to: CRFU General Committee and ECRU Safeguarding Manager

Key Relationships: Chairman CRFU, ECRU Safeguarding team, Chairman CYR, Club Safeguarding Officers, CRFU Secretary.

Nature of the role:

* To provide leadership in the Safeguarding of Children and Adults in Rugby Union across Cambridgeshire clubs, maintaining key relationships with the CRFU General Committee and local Clubs’ Safeguarding Officers.
* The CRFU Safeguarding Officer should undertake appropriate RFU safeguarding courses.
* The Safeguarding Officer ideally will have a background in child protection from any statutory agencies (Police, Social Services, Children’s services, Teaching, etc.)
* The role holder should possess a range of key skills and attributes that include: empathy, approachability, objectivity and attention to detail, resilience, and dedication to the cause of safeguarding young people.
* The role holder will receive full support from the ECRU Safeguarding Manager in the form of training, conferences, and regular communication and will receive corporate clothing and resources and essential expenses to support the delivery of the role.

Key tasks:

* To be an active member of the CRFU General Committee.
* To offer support and guidance to CYR and Cambridgeshire representative squads.
* To offer guidance and support to member clubs on developing and maintaining their own Safeguarding policies in conjunction with Club Safeguarding Officers (CSO).
* To develop, train, support, aid the recruitment and retention of club Safeguarding Officers and their Deputies across county member clubs and to ensure their registration on the RFUs Game Management System.
* To encourage and support club CSOs to promote appropriate training for club personnel working with young people (e.g Play it Safe, In Touch courses).
* To attend the RFUs and ECRUs Safeguarding Conferences.
* In partnership conjunction with CSOs develop effective DBS processes to ensure that all personnel working with young people undertake DBS application with repeated refreshment every three years.
* To ensure all safeguarding issues and incidents involving adults and children/young people under 18 years of age and vulnerable adults are reported promptly to the RFU Safeguarding team and the CB Safeguarding Manager.
* To respond to and conduct information gathering or investigations as requested by the RFU/CB safeguarding team, and be available to attend RFU, CB, or Club Disciplinary hearings as and when required.
* To have contact details for the local statutory agencies and to liaise with them as necessary.
* To monitor, and on an annual basis visit CRFU member clubs with players and teams under 18 with the specific outcome that the RFUs Audit Forms are completed and returned for analysis. All other clubs to be visited on a two yearly rotation.
* To advise the Chairman of CYR which member and associate member clubs are eligible to host CYR events by virtue of completing and submitting RFU Audit forms.
* To ensure and update the presence of a ‘Safeguarding’ page on the CRFU web pages.
* To be involved in a Club’s Accreditation and to verify accuracy of the information relating to Safeguarding issues submitted to the RDO.
* To distribute to CRFU clubs new and relevant literature, electronic communication and new developments concerning Safeguarding of children, young people and vulnerable adults.