



LANGTON GREEN EAGLES BASKETBALL CLUB • KENT • UK

SAFEGUARDING POLICY.



WELFARE OF CHILDREN • HIGHEST PRIORITY

VERSION

1.0

DATE ISSUED

MAY 2026

REVIEW DUE

MAY 2027

APPLIES TO

**ALL MEMBERS
& VOLUNTEERS**

APPROVED BY

DINO MYERS-LAMPTEY

CHAIR • LANGTON GREEN CSA

Approved • LGCSA

IMMEDIATE DANGER · ACT NOW

REF · §07 · EMERGENCY ACTION

IF A CHILD IS AT RISK RIGHT NOW —

A child in immediate danger, or in need of urgent medical help, takes priority over every other step in this document. Make the call first. Tell the Welfare Officer second.

EMERGENCY · POLICE
· AMBULANCE**999**

ALWAYS CALL FIRST

POLICE · NON-
EMERGENCY**101**FOR REPORTS, NOT
ACTIVE RISKCLUB WELFARE
OFFICER**07779
013
145**LOUISE MYERS-
LAMPTEY

NSPCC · 24 / 7

**0808
800
5000**ADULT SAFEGUARDING
LINE

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01 PURPOSE.

§ ONE

WHY THIS EXISTS.

Langton Green Eagles Basketball Club is committed to providing a safe, positive and inclusive environment for all children and young people involved in our club.

This policy sets out how we will protect children from harm, respond to concerns, support volunteers and promote good practice across training, matches, tournaments, club events and online communication.

Safeguarding in sport means protecting children and young people from abuse, preventing harm and promoting their wellbeing. Sports clubs should have effective safeguarding policies, codes of conduct, safe recruitment processes and relevant training for staff and volunteers.



"Sports clubs should have effective safeguarding policies, codes of conduct, safe recruitment processes and relevant training for staff and volunteers."

– NSPCC LEARNING

02 SCOPE.

§ TWO

WHO THIS APPLIES TO.

This policy applies to anyone involved with, or acting on behalf of, Langton Green Eagles Basketball Club:

PLAYERS

COACHES

ASSISTANT COACHES

TEAM MANAGERS

PARENTS & CARERS

VOLUNTEERS

COMMITTEE MEMBERS

SPECTATORS

VISITING COACHES & HELPERS

ANYONE ACTING ON BEHALF OF THE CLUB

DEFINITION

A **child** is anyone **under the age of 18**. Government safeguarding guidance defines a child as anyone who has not reached their 18th birthday.

03 OUR PRINCIPLES.

§ THREE

EIGHT NON-NEGOTIABLES.

01

WELFARE OF CHILDREN IS THE HIGHEST PRIORITY.

02

EVERY CHILD HAS THE RIGHT TO ENJOY BASKETBALL IN A SAFE ENVIRONMENT.

03

ALL CHILDREN SHOULD BE TREATED WITH DIGNITY AND RESPECT.

04

NO CHILD SHOULD EXPERIENCE ABUSE, BULLYING, DISCRIMINATION, HARASSMENT OR NEGLECT.

05

SAFEGUARDING IS EVERYONE'S RESPONSIBILITY.

06

CONCERNS MUST BE TAKEN SERIOUSLY AND ACTED UPON QUICKLY.

07

CHILDREN, PARENTS AND CARERS SHOULD KNOW WHO TO SPEAK TO IF THEY HAVE A CONCERN.

08

COACHES AND VOLUNTEERS SHOULD BE SUPPORTED WITH CLEAR GUIDANCE, TRAINING AND SUPERVISION.

04 ROLES & RESPONSIBILITIES.

§ FOUR
EVERYONE'S JOB.

ROLE · 01 · PRIMARY

CLUB WELFARE OFFICER.

FIRST POINT OF CONTACT

CURRENT POST HOLDER

LOUISE MYERS-LAMPTEY

07779 013 145

The Club Welfare Officer is responsible for:

- ✓ Being the first point of contact for safeguarding concerns.
- ✓ Keeping appropriate safeguarding records.
- ✓ Supporting coaches, volunteers, parents, carers and players.
- ✓ Ensuring concerns are reported through the correct channels.
- ✓ Liaising with Langton Green CSA, Basketball England and statutory agencies where needed.
- ✓ Helping the club follow safe recruitment and good practice.



Stay calm, ensure the safety of anyone involved, listen carefully, record concerns, report them through organisational procedures and contact the Basketball England Safeguarding Team where appropriate.

– BASKETBALL ENGLAND · CWO GUIDANCE

ROLE · 02

COACHES & VOLUNTEERS.

FRONT LINE

- ✓ Put the welfare of children first.
- ✓ Follow this safeguarding policy and the club code of conduct.
- ✓ Avoid working alone with children wherever possible.
- ✓ Use appropriate language and behaviour.
- ✓ Report all safeguarding concerns to the Club Welfare Officer.
- ✓ Complete required safeguarding training.
- ✓ Maintain appropriate boundaries with players.
- ✓ Never ignore concerns, disclosures or signs of harm.

ROLE · 03

PARENTS & CARERS.

SUPPORTING

- ✓ Support the club's safeguarding approach.
- ✓ Follow the parent / carer code of conduct.
- ✓ Tell the club about any medical, welfare or support needs.
- ✓ Raise concerns through the correct club channels.
- ✓ Avoid confronting children, coaches, officials or other parents at matches.
- ✓ Help create a positive and respectful environment.

ROLE · 04

PLAYERS.

YOU MATTER

- ✓ Treat others with respect.
- ✓ Tell a trusted adult if you feel unsafe, worried or uncomfortable.
- ✓ Report bullying, intimidation or inappropriate behaviour.
- ✓ Look out for teammates.
- ✓ Follow the club code of conduct.

05 RECOGNISING CONCERNS.

§ FIVE

WHAT TO WATCH FOR.

Safeguarding concerns may take many forms. The list below is not exhaustive – anything that worries you is worth reporting.

■ PHYSICAL ABUSE	■ EMOTIONAL ABUSE	■ SEXUAL ABUSE
■ NEGLECT	■ BULLYING OR CYBERBULLYING	■ CHILD-ON-CHILD ABUSE
■ DISCRIMINATORY ABUSE	■ GROOMING	■ INAPPROPRIATE ADULT BEHAVIOUR
■ UNSAFE COACHING PRACTICE	■ POOR SUPERVISION	■ ONLINE ABUSE
■ PRESSURE TO PLAY INJURED	■ CONCERNS FROM HOME / SCHOOL	■ CONCERNS FROM ANOTHER SETTING

CRITICAL – READ TWICE

It is *not* the role of the club to investigate whether abuse has taken place. It is the club's responsibility to *act* on concerns and report them appropriately.

06 RESPONDING TO A DISCLOSURE.

§ SIX

NINE STEPS. IN ORDER.

If a child tells you something that causes concern, follow this sequence. Don't skip ahead and don't substitute steps.

<p>01 STAY CALM</p> <p>Your tone shapes their courage. Breathe. They are looking at your face for permission to keep speaking.</p>	<p>02 LISTEN CAREFULLY</p> <p>Let the child speak in their own words. Don't fill silences with prompts. Don't react with shock.</p>	<p>03 REASSURE</p> <p>Tell them they have done the right thing by speaking up. Thank them for telling you.</p>
<p>04 DON'T PROMISE SECRECY</p> <p>Never say "I won't tell anyone." Explain you may need to share what they've said to keep them safe.</p>	<p>05 NO LEADING QUESTIONS</p> <p>Don't suggest words, names or scenarios. "Tell me what happened" is enough.</p>	<p>06 DON'T INVESTIGATE</p> <p>It is not your job to gather evidence. Acting on a concern is. Stop at hearing the disclosure.</p>
<p>07 RECORD IT</p> <p>As soon as possible after the conversation. Use exact words where you can. See §09 for what to record.</p>	<p>08 REPORT IT</p> <p>Pass it to the Club Welfare Officer. Same day, where possible. See §08 for the full reporting process.</p>	<p>09 CALL 999 IF NEEDED</p> <p>If the child is in immediate danger, call emergency services first – before any other step on this list.</p>

08 REPORTING PROCESS.

§ EIGHT
SEVEN NODES. LINEAR.

All safeguarding concerns should be reported as soon as possible. The chain below should not be broken.



<p>IF THE CONCERN IS ABOUT THE WELFARE OFFICER</p> <p>Report directly to the Langton Green CSA committee, the Basketball England Safeguarding Team, or statutory services. Skip steps 03 and 04 of the chain.</p>	<p>IF YOU ARE NOT SURE</p> <p>Report anyway. The Welfare Officer's job is to decide what counts. Yours is to flag it. There is no penalty for raising something that turns out not to be a concern.</p>
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09 RECORDING CONCERNS.

§ NINE
NINE FIELDS. ALWAYS.

Records must be factual, secure, and shared only with people who need to know. Use exact wording where possible — don't paraphrase or interpret.



10 SAFER RECRUITMENT.

§ TEN
RIGHT PEOPLE. RIGHT CHECKS.

Langton Green Eagles Basketball Club will aim to ensure that all coaches and regular volunteers are suitable to work with children. This is the single most effective preventative step a club can take.

Checks may be applied differently across role types, but a clear written record is kept for every coaching or regularly volunteering role.

- ✓ Role descriptions
- ✓ Application or expression of interest process
- ✓ Identity checks
- ✓ References where appropriate
- ✓ DBS checks for eligible roles
- ✓ Safeguarding training
- ✓ Induction into club policies
- ✓ Ongoing supervision and review

11 TRAINING.

§ ELEVEN
REQUIRED, NOT OPTIONAL.

REQUIRED · 01

COACHES & REGULAR VOLUNTEERS

Complete appropriate safeguarding training before regular work with children begins.

REQUIRED · 02 · CWO

WELFARE OFFICERS

CWOs complete *both* safeguarding and Club Welfare Officer training – per Basketball England guidance.

RECORD KEEPING

RENEWAL & DBS

The club keeps a record of safeguarding training, renewal dates and DBS checks where relevant.

12 GOOD COACHING PRACTICE.

§ TWELVE
THE LINE. DON'T CROSS IT.

DO · WHAT WE EXPECT.

- Work in open environments.
- Explain any necessary physical coaching intervention before doing it.
- Use positive, constructive communication.
- Avoid unnecessary physical contact.
- Avoid being alone with a child wherever possible.
- Avoid favouritism – treat the squad as a unit.

DON'T · WHAT ENDS A ROLE.

- Using humiliation, intimidation or fear as coaching tools.
- Transporting children alone unless agreed in advance.
- Inviting children to a coach's home.
- Contacting children privately through personal social media.
- Pressuring an injured player to keep playing.

“
Direct engagement with under-18s on personal social media platforms is identified as poor practice. Personnel should behave in ways that protect young people and themselves.
– BASKETBALL ENGLAND · GOOD PRACTICE

13 CHANGING ROOMS & SUPERVISION.

§ THIRTEEN

TWO ADULTS. OPEN DOORS.

✓ Children are supervised appropriately

before sessions.
and
after

✓ Adults do not enter changing areas unless necessary for safety or welfare reasons.

✓ Where adult entry is needed,

two should be present where possible.

adults

✓ Parents and carers are told what supervision arrangements apply.

✓ Children are not left alone at venues after training or matches.

14 PHOTOGRAPHY & VIDEO.

§ FOURTEEN

CONSENT FIRST. ALWAYS.

Photos and videos may be used for coaching, match analysis, club promotion and celebration of player achievements. Their use is governed by consent and respect.

DO · THE RULE OF CONSENT.

- Seek appropriate consent from parents or carers before use.
- Respect any child or family who does not want images shared.
- Use match footage responsibly – coaching first, content second.
- Keep a record of consent against each player file.

DON'T · WHAT WE WON'T PUBLISH.

- Images alongside personal information (full names + school + image).
- Images that could embarrass or exploit children.
- Identifying captions when not necessary.
- Anything a child or parent has asked us not to share.

15 ONLINE SAFETY & COMMUNICATION.

§ FIFTEEN

GROUP CHANNELS. NEVER PRIVATE.

Club communication should be appropriate, transparent and related to basketball activity. If it wouldn't be said in front of a parent, it shouldn't be said in a DM.

CHANNELS · WE DO

- Use parent / carer communication channels for younger players.
- Use group channels where direct communication with older players is necessary.
- Make sure parents or carers know what channels are being used.

CHANNELS · WE DON'T

- Private one-to-one messaging between adults and children.
- Tolerate abusive, bullying, discriminatory or inappropriate online behaviour.
- Allow people to remain in club groups if they breach communication standards.

16 BULLYING & CHILD-ON-CHILD ABUSE.

§ SIXTEEN

ZERO TOLERANCE.

Bullying is not tolerated at Langton Green Eagles. Concerns must be reported to the Club Welfare Officer and handled sensitively.

- NAME-CALLING
- EXCLUSION
- INTIMIDATION
- PHYSICAL AGGRESSION
- SPREADING RUMOURS
- DISCRIMINATORY COMMENTS
- ONLINE ABUSE
- PRESSURING OR HUMILIATING ANOTHER PLAYER

17 INCLUSION & EQUALITY.

§ SEVENTEEN

EVERYONE GETS ON THE COURT.

Langton Green Eagles welcomes children and young people from all backgrounds. Discrimination on any of the grounds below will not be tolerated.

RACE	ETHNICITY	NATIONALITY	SEX	GENDER ID	DISABILITY
RELIGION	BELIEF	SEXUALITY	FAMILY	INCOME	ABILITY

The club will make reasonable efforts to support children with additional needs, medical needs or access requirements. Speak to the Welfare Officer to register a need.

18 MEDICAL INJURY & CONCUSSION.

§ EIGHTEEN

IF IN DOUBT, SIT THEM OUT.

Parents and carers must provide relevant medical information during registration. Coaches must know what to do, and what not to do, before tip-off.

- ✓ Keep emergency contact details available at every training and match.
- ✓ Ensure coaches know about relevant medical needs.
- ✓ Encourage players to report injuries or illness.
- ✓ Do not pressure children to play when injured.
- ✓ Follow appropriate return-to-play guidance after injury.
- ✓ Treat head injuries and suspected concussion with caution.

CONCUSSION RULE

IF IN DOUBT – SIT THEM OUT.

If there is any doubt, the player stops playing and seeks medical advice. No exceptions for finals, no exceptions for parents asking. No exceptions.

19 TRANSPORT & TRAVEL

§ NINETEEN

PARENTS DRIVE. MOSTLY.

Parents and carers are normally responsible for getting players to and from training, matches and tournaments. Club-arranged transport is the exception, not the default.

- ✓ Parental consent must be obtained for any club-arranged transport.
- ✓ Drivers must be appropriately licensed and insured.
- ✓ One adult should not be alone with one child unless unavoidable and agreed in writing.
- ✓ Clear pick-up and drop-off arrangements are shared in advance.

20 - CONFIDENTIALITY

§ TWENTY

Safeguarding information will be treated carefully and shared only with people who need to know. **Confidentiality must never prevent the club from taking action to protect a child.**

CLUB WELFARE OFFICER	LANGTON GREEN CSA
BASKETBALL ENGLAND	CHILDREN'S SOCIAL CARE
POLICE	MEDICAL PROFESSIONALS
PARENTS / CARERS, WHERE APPROPRIATE	

21 - BREACHES

§ TWENTY-ONE

Any breach of this policy may lead to club action. The club may act **immediately** where behaviour creates a risk to a child.

01	INFORMAL GUIDANCE	LOW
02	FORMAL WARNING	LOW
03	REMOVAL FROM TRAINING / MATCHES	MED
04	SUSPENSION FROM CLUB ACTIVITY	MED
05	REFERRAL TO LANGTON GREEN CSA	HIGH
06	REFERRAL TO BASKETBALL ENGLAND	HIGH
07	REFERRAL TO STATUTORY AGENCIES	SEVERE
08	TERMINATION OF VOLUNTEER / COACHING ROLE	SEVERE

22 KEY CONTACTS.

§ TWENTY-TWO

PIN THIS PAGE.

<p>CLUB WELFARE OFFICER PRIMARY</p> <p>LOUISE MYERS-LAMPTEY</p> <p>cwobasketball@langtongreencsa.org.uk</p> <p>07779 013 145</p>	<p>DEPUTY WELFARE OFFICER DEPUTY</p> <p>POSITION VACANT.</p> <p>Recruiting now – express interest via club email.</p>	<p>LANGTON GREEN EAGLES BBC CLUB</p> <p>GENERAL ENQUIRIES</p> <p>basketball@langtongreencsa.org.uk</p> <p>→</p>	
<p>EMERGENCY</p> <p>POLICE / AMBULANCE</p> <p>999</p>	<p>POLICE · NON-EMERGENCY</p> <p>REPORT 101</p>	<p>NSPCC HELPLINE · 24 / 7</p> <p>ADULT LINE</p> <p>0808 800 5000</p>	<p>CHILDLINE · 24 / 7</p> <p>FOR CHILDREN</p> <p>0800 1111</p>

Basketball England Safeguarding Team — use the latest contact details on the Basketball England safeguarding pages.

<p>§ 23 · POLICY APPROVAL</p> <p>APPROVED & ADOPTED BY LANGTON GREEN CSA.</p> <p>This policy is approved by Langton Green CSA and adopted by Langton Green Eagles Basketball Club. It is reviewed annually.</p>	<p>APPROVED BY</p> <p>DINO MYERS-LAMPTEY</p> <p>DATE APPROVED</p> <p>26 · 05 · 2026</p> <p>NEXT REVIEW</p> <p>MAY 2027</p>
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