

Great Britain Tang Soo Do

Safeguarding Advice

- The clubs which are part of Great Britain Tang Soo Do are subject to the Great Britain Tang Soo Do Safeguarding Policy and the details in this leaflet will apply to all clubs, Instructors, and students.
- All Instructors have a duty to keep students safe and protect them from sexual, physical, and emotional harm.
- All Instructors are bound by a code of conduct, detailed in the Safeguarding Policy Statement.
- Students have the right to be safe and to be treated with respect and dignity.
- Students have a Behaviour Code to follow, which is detailed on the inside of this leaflet.
- It follows that trusted adults are expected to take reasonable steps to ensure the safety and wellbeing of all students.
- The Duty of Care is, in part, exercised through the development of respectful, caring, and professional relationships between Instructors and students, with behaviour by Instructors that demonstrates integrity, maturity, and good judgement.
- Our Safeguarding Policy places responsibility on both Instructors and students, therefore we have an Instructor Code of Practice and a Student Behaviour Code for them to adhere to.

If you have any concerns regarding this, please advise your Instructor in the first instance. However, if that is not appropriate, please advise the Association Lead Designated Safeguarding Officer.

Instructors Name :-

Welfare Officer :-

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Behaviour codes for Students children, young people, and adults.

Students should:

- be supportive and kind to others.
- be friendly.
- listen to others.
- be helpful.
- have good manners.
- treat everyone with respect.
- take responsibility for your own behaviour.
- talk to their Instructor about anything that worries or concerns them.
- follow this code of behaviour and other rules (including the law).
- join in and have fun!

Students should not:

- be disrespectful to anyone else.
- bully other people (online or offline).
- behave in a way that could be intimidating.
- be abusive towards anyone.

What Happens if they do not follow the code of behaviour.

- This code of behaviour is part of our process for making sure everyone who takes part in our activities gets the support they need.

Minor First Incident

- If you behave in a way that does not follow our behaviour code, our Instructors will remind you about it and ask you to change your behaviour.

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Formal Warning

- If you continue not to follow the code of behaviour after your first reminder, or if your behaviour is more serious, you will be given a formal warning by your Instructor running your activity. They will make a record about what happened and inform your parents or carers if it is appropriate. They will also talk with you
 - about what happened and agree what support you need to improve your behaviour in the future.
 - We might also decide that further steps should be taken, such as restricting you from taking part in specific activities.

Final Warning

- If the support we have put in place is not helping you to change your behaviour, we might need to give you a final warning. Again, this will be recorded, and we will inform your parents or carers as appropriate.
- At this point, we might need to talk with you and your parents or carers about other services that might be more able to give you the support you need.

Child Protection Procedures

- If any Instructor or assistant becomes concerned that your behaviour suggests you might need protection or that you might present a risk of harm to other children and young people, they will follow our safeguarding procedures. This might involve making a referral to the local authority.
- If safeguarding procedures are necessary, we will talk this through with you and your parents or carers as soon as possible, unless doing so would put you in danger or interfere with a police investigation.

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The role of parents and carers

- We see parents and carers as important in encouraging positive behaviour and will involve them as appropriate.
- We will always inform and involve your parents or carers if you receive a formal warning about your behaviour, unless doing so would put you in danger.

Safeguarding Policy is available on the GBTSD website:

<http://www.gbtsda.com/safeguard.php>. This policy statement should be read alongside our organisational policies, procedures, guidance, and other related documents listed below and contained in the online document:

- 1.** Role description for the Lead Designated Safeguarding Officer.
- 2.** What to do if you have a concern about your child or another student.
- 3.** Dealing with disclosures and concerns about a student. (a child, a young person, or an adult.)
- 4.** Managing allegations against Instructors.
- 5.** Recording concerns and information sharing.
- 6.** Child protection records retention and storage.
- 7.** Sexual Harassment Policy Statement
- 8.** Code of conduct for Instructors.
- 9.** Behaviour codes for Students - children, young people, and adults.
- 10.** Photography and sharing images guidance.
- 11.** Safer recruitment.
- 12.** Online safety.

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- 13.** Anti-bullying.
- 14.** Managing complaints.
- 15.** Whistle blowing.
- 16.** Health and Safety.
- 17.** Induction, training, supervision, and support.
- 18.** Adult to child supervision ratios.

The Association Designated Safeguarding Officer is:

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