



CORNWALL ASSISTANT SAFEGUARDING MANAGER(S)

ROLE TITLE: Cornwall RFU Assistant Safeguarding Manager (volunteer)

Reports To:

Cornwall Safeguarding Manager, Governance Committee, RFU Safeguarding Executive

Key Relationships:

- CRFU Education Committee Chair
- CRFU Youth Committee Chair
- RFU Safeguarding team
- Rugby Development Officer
- RFU Regional Press Officer
- Club Safeguarding Officer
- Local Safeguarding Team/Partnership and County Sport Partnership

Nature of the Role:

To work together with the Cornwall RFU Safeguarding Manager and other Assistant Safeguarding Managers (ASM) in a small team within the County to provide leadership in the Safeguarding of Children in Rugby Union across the Cornwall Constituent Body (CB) area; maintaining key relationships with the Cornwall RFU Youth, Education and Governance Committees, RFU Safeguarding Team and local Club Safeguarding Officers (CSOs). The Cornwall RFU ASM(s) should undertake appropriate RFU safeguarding training courses (provided). The ASM(s) may have a background in child protection from any of the statutory agencies (Police, Social Services, Children's services) or other relevant past experience.

Key Skills

The person(s) should also have a range of key skills and attributes including: *empathy, approachability, sense of humour, objectivity, attention to detail, resilience and dedication to the cause of safeguarding young people.* In return, the appointed individual(s) will receive intensive support from the RFU Safeguarding team in the form of training,

conferences and regular communications and will receive corporate kit and resources to support them in the delivery of this role.

Key tasks

The Assistant Safeguarding Manager(s) will work with the CB Safeguarding Manager

- To assist the Safeguarding Manager in all the following tasks:
 - To offer guidance & support to local clubs (in a geographical patch) on developing their own Safeguarding Young People in Rugby Union policies, in conjunction with their Club Safeguarding Officers (CSOs)
 - To identify, develop, train, support and maintain a team of Club Safeguarding Officers (CSOs) across the CB area (in a geographical patch), to ensure their registration on the RFU's Game Management System (GMS) and club database
 - To co-ordinate a programme of training, in conjunction with CSOs and/or RDO, for club personnel involved in working with young people (Play it Safe and In Touch courses)
 - To be the Safeguarding advisor for the DPP and other local performance pathways
 - To attend the RFUs CB Safeguarding Manager Conference (up to 2 per season)
 - In conjunction with the CSOs, develop an effective DBS process within the CB to ensure that all individuals working with young people undertake a DBS application every three years
 - To ensure that **all** safeguarding issues and incidents involving adult(s) and children/ young people under 18 are reported promptly to the RFU Safeguarding team
 - To conduct information gathering or investigations as requested by the RFU Safeguarding team and be available to attend RFU, CB or Club Disciplinary hearings when required
 - To have contact details for the local statutory agencies and liaise with them when necessary
 - To monitor, on an annual basis, 10% of the clubs with players and teams under 18 within the CB, and return audit forms to RFU Safeguarding team for analysis
 - To ensure the presence of a 'Safeguarding Young People' page on the CB web pages
 - To be involved in a club's RFU Accreditation process and to verify and confirm that the information relating to Safeguarding issues provided to the RDO is accurate; and
 - To distribute literature, electronic communication and new developments concerning the Safeguarding of young people to the CB and clubs as appropriate.