BWL Safeguarding Case Management Process and SCMG Terms of Reference

Overview

British Weight Lifting (BWL) has a responsibility to safeguard, protect and promote the welfare of children and young people under the Children Act 2004 and in accordance with "Working Together to Safeguard Children, 2020". BWL also has a responsibility to safeguard the welfare of all adults involved in the sport in accordance with the Care Act 2014.

Irrespective of the involvement of statutory agencies (police and children's social care or social services) or the outcome of any criminal proceedings, BWL has a responsibility to apply its own case management systems to reported concerns. In the light of all relevant information, BWL needs to form a view about the risk an individual may pose to children/vulnerable adults, how any risk may be managed and about the individual's suitability for their role within the sport.

Case management is the clear and robust process by which BWL will receive, respond to, refer and manage child protection or safeguarding concerns. The Safeguarding Case Management Group (SCMG) is responsible for ensuring that all allegations, incidents or referrals relating to the safeguarding of children, young people and vulnerable adults are dealt with fairly and equitably within appropriate timescales. This includes the consideration of the results of DBS checks, issues relating to disciplinary matters and codes of conduct being broken.

Role of SCMG

In particular and without limiting that responsibility, the SCMG shall:

- Ratify any actions already taken by the Safeguarding Lead Officer and give direction where appropriate.
- Initially assess and agree any immediate actions/responses and determine the appropriate route for the case to be managed.
- Consider the need for temporary/interim suspension orders.
- Review the progress of any cases including analysing any reports commissioned and determine whether any further actions are required.
- Inform the appropriate statutory agency where a report is made relating to concerns about suspected or actual abuse of a child or young person and comply with any directions or requirements they may make regarding the case.
- Monitor and review the progress of all cases and identify any trends emerging which may require a review of current policies and procedures.
- Consider any criminal records disclosure information in line with other appropriate policies.

SCMG Principles

- The SCMG will ensure that all deliberations are focused with the welfare of the child, young person or vulnerable adult being the paramount concern taking precedence over those of any adult.
- All decisions made by the SMCG must be fair, open and transparent.
- The SCMG will adopt an open-minded approach until all allegations/concerns have been investigated.
- The SCMG will be guided by the principle that all children have the right to be safeguarded and protected from abuse regardless of their age, ability, race, ethnic origin, gender, disability, religious or sexual orientation.
- All safeguarding matters will be regarded as highly confidential and not for disclosure outside the SCMG unless so agreed and this will be on a strictly need to know basis in accordance with the General Data Protection Regulation, the Data Protection Action 2018 and the Human Rights Act 1998.

Membership of the Group

The SCMG will meet as required and the meeting can take place face to face, via telephone or video conference. The SCMG will comprise of the following:

- BWL NED – Chair
- BWL COO
- BWL Lead Safeguarding Officer
- External Investigator (if required)

Please note: In the absence of any member, another BWL member of Management Team will take their place.

Appeals

The appeals procedures is available to anyone under investigation as part of natural justice. Every organisation and individual wishing to appeal the decisions made by BWL SCMG must do so in writing, to be received by BWL within fourteen days of the decision being made. The BWL Safeguarding Appeals Panel will exclude anyone sitting on the initial panel (SCMG). The panel will comprise of the following:

- BWL INED (Legal Expertise) – Chair
- BWL INED
- BWL INED

Use of External Organisations

Investigations

BWL reserves the right to appoint an external advisor or independent investigator to undertake an investigation in relation to any allegation under the terms of the safeguarding policies and codes of conducts.

Sport Integrity Service

BWL reserves the right to refer a matter to the Sport Integrity Service under the Rules of Procedure of that service. This may involve the commission of an independent investigation or disciplinary procedure into alleged grievances, or allegations of misconduct involving:

i) athletes
ii) athlete support personnel; or
iii) BWL office holders, who are either members of the BWL World Class Programme; or funded through the UK Sport grant the following circumstances:

(i) where an individual is deemed a 'Relevant Person' under the terms of the Independent Disclosure and Complaints Service Pilot Regulations; and
(ii) they are a respondent to allegations of misconduct as defined as a 'Relevant Matter' under the same regulations.

In such circumstances they are required to cooperate with any investigation conducted by Sport Integrity, where the investigation is covered by terms of reference agreed by BWL.

Sport Resolutions

Arbitrations - BWL reserves the right to refer any dispute arising out of or in connection with safeguarding policies and codes of conducts to Sport Resolutions for final and binding arbitration in accordance with the Safeguarding Disciplinary Process which Rules are deemed to be incorporated by reference to this clause.

Appeal Arbitration - Any appeal shall be made within 14 days to the BWL Lead Safeguarding Officer. The Lead Safeguarding Officer will refer the appeal to Sport Resolutions to appoint an arbitrator or tribunal of arbitrator in accordance with the Safeguarding Disciplinary procedures which Rules are deemed to be incorporated by reference to this clause. The decision of the arbitrator or tribunal shall be final and binding on all concerned.

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