

December 2016



## PAYFC PLAYER WELFARE AND CHILD PROTECTION

Players' welfare and child protection are a priority for PAYFC.

- \* All PAYFC coaches, first aiders and parent helpers **must** be a member of PAYFC's PVG Scheme
- \* No coach, first aider or parent helper will be permitted to take a team for coaching on his/her own, or should be alone with a child or children, who is/are not their own
- \* All teams must have a minimum of two PAYFC coaches (or parent helpers) with PAYFC scheme PVGs
- \* All PAYFC coaches **must** participate in accredited Safeguarding and Protecting Children workshops
- \* Coaches should **not** take photographs of any of their players at games, training or social events without having first obtained written consent from their parents on the annual PAYFC player registration form
- \* Coaches are responsible for the welfare of their players and should ensure that players are **never** left alone with another adult who does not have a PVG with the PAYFC PVG scheme; this includes accompanying young players to the toilet

### Existing Coaches

All existing coaches with PAYFC **must** be a member of PAYFC's PVG Scheme or immediately make a PVG submission to Disclosure Scotland through the PAYFC Welfare Officer. Forms and details of the process can be obtained from the Club's Welfare Officer.

All existing coaches will have **28 days** to make an application through the club's Welfare Officer.

Until a PVG application is made, coaches without a PAYFC PVG must **not** train without another PAYFC coach, with a PAYFC scheme PVG, being present.

All coaches **must** attend a Safeguarding and Protection Children (SPC) 1 workshop within 6 months of joining the PAYFC coaching team. Experienced coaches will be expected to attend the SPC 2 workshop every 3 years. **SPC workshops are mandatory for all PAYFC coaches.**

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## **Prospective Coaches**

All prospective coaches **must** apply for a PVG to join PAYFC's PVG scheme before joining our coaching team.

**No-one** can be involved with a team without first having a PVG submission made to Disclosure Scotland through PAYFC's Welfare Officer. Prospective coaches will **not** be allowed to participate, even shadowing an approved coach, until a submission is made through the club's Welfare Officer.

To maintain the high standard of coaching at PAYFC and ensure our players' welfare the process for joining PAYFC as a coach is:

1. Completion and submission of PVG form to join PAYFC scheme (available from Welfare Officer – see email details at [www.payfc.net](http://www.payfc.net))
2. Details of proposed coach provided to PAYFC Secretary for approval at next committee meeting for approval via coach application form (including background information about coach).
3. Can be involved as a coach, if shadowing an approved coach;
4. Return of PVG from Disclosure Scotland and acceptance as a coach/official (or otherwise);
5. Opportunity to complete PAYFC training and attend SYFA training courses.
6. Purchase of coaching kit.
7. Attend Safeguarding and Protecting Children 1 workshop

## **First Aiders Parent Helpers**

All first aiders and parent helpers with PAYFC **must** have a PVG or make a PVG submission to Disclosure Scotland through PAYFC. Details can be obtained from the Club's Welfare Officer.

## **Audits**

Committee members will carry out random audits by carrying out spot checks of our coaches (first aiders and parent helpers) at training to ensure they all have PVG as above.

Committee members will ask head coaches to provide details of their coaching team so the Committee can check for accuracy against databases.

Committee members will carry out checks against kit and training requests to ensure above process has been adhered to.

PAYFC Welfare Officer