

INTRODUCTION TO SAFEGUARDING MATERIALS

for Member Federations

Starter Pack for Member Federations

To assist Member Federations who do not currently have any form of safeguarding policy or who need to update their safeguarding policy, World Athletics has produced a Starter Pack. The Starter Pack describes and explains the benefits and importance of four documents - a safeguarding policy, code of conduct, reporting flowchart and safeguarding rules - all of which Member Federations should understand and work towards creating and adopting themselves.

There are template documents for the Member Federations to use for all of these documents as well as a club safeguarding policy template for Member Federations to encourage their clubs to produce and follow.

These documents will help Member Federations create safe environments in which everyone can compete, train and enjoy athletics as well as producing a framework in which to develop a safe culture and environment for their athletes. There are simple steps in the Starter Pack explaining how to adopt a safeguarding policy and a code of conduct; these two documents

are a very good starting point for Member Federations. Once these are in place then they will raise awareness of safeguarding issues amongst the Member Federation's stakeholders and in time the safeguarding rules and the flowchart will prove to be helpful to all involved in athletics in the territory.

There is also a checklist which will help Member Federations to work out what they need to do and produce an Action Plan to prioritise areas for development in the safeguarding arena.

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Guide to Safeguarding for Member Federations

The Guide to Safeguarding for Member Federations is for those Member Federations who have established a safeguarding framework and wish to improve and develop it further. It is also a useful source of information for Member Federations using the Starter Pack if they want to consider the safeguarding landscape in more depth.

It considers recruitment, training, risk assessments, job descriptions and a number of other aspects of safeguarding which a Member Federation may not have considered previously such as participants with additional vulnerabilities. It also explains monitoring and evaluating a safeguarding policy, audits and a checklist to enable a Member Federation to produce an Action Plan prioritising the areas in particular need of attention from a safeguarding perspective.

There is a checklist which Member Federations can use to assess their safeguarding situation and produce an action plan for future development.

Member Federations should consider the legal framework as well as their constitution, rules and any governmental constraints in the countries they operate. Advice and guidance from the National Olympic Committee, local

agencies, legal advisors and safeguarding specialists should be considered to ensure that any legislation or government guidance is complied with. Consideration of local knowledge and the context within which a Member Federation works will help to make sure their documents are culturally sensitive.

Member Federations should ensure that safeguarding will be discussed and taken seriously by leaders of their organisation. The importance of safeguarding must be recognised and understood by all those in the Member Federation but it must be acknowledged particularly by the leaders of the Member Federation for any policy to be approved, implemented and the culture of respect and dignity embedded in the organisation.

The Appendices to the Guide are the same templates as referred to in the Starter Pack.