

Guideline procedures for concerns about possible abuse within Reigate Priory Bowmen or in an Archery GB environment

You become aware of a possible child abuse situation



If a child/young person requires immediate medical attention, dial 999 and inform the operator that there is a child protection concern.



Report the concern immediately to the Club Safeguarding Officer (SO)



If the concern involves the Club SO, refer the concern to the Club Chairman or Secretary.



The Club SO/Official must immediately refer the concern to the appropriate agencies.
It is not your responsibility to decide whether abuse has taken place, however, it is your responsibility to act on concerns.



The relevant agencies will advise about contact with the parents of the child/young person involved.



The Club SO/Official must inform the Archery GB SO immediately. A Safeguarding Incident Report Form (SCF 04) must be completed and sent to the Archery GB SO, Police and Children's Services within 24 hours of an incident being reported to them.



Following the above, the Club SO/Official must make the Club Chairman aware of the allegation and any actions taken.



The Archery GB SO will refer the case to the Archery GB Case Management Panel (CMP). If required the SMP Chairman will consult the Archery GB Marketing Manger about media enquiries.



Possible outcomes:

- Child protection investigate
- Police/Children's Services inquiry and possible criminal proceedings
- Police/Children's Services inquiry and referral back to the Archery GB CMP
- Archery GB CMP referral to an Archery GB Disciplinary Panel
- Following a Disciplinary Panel decision, there may be a referral to an Archery GB Appeal Panel

All allegations of this nature are sensitive and should be discussed on a "need to know" basis. Confidentiality must be maintained until the outcome of any investigation is released.

DO NOT DELAY REPORTING YOUR CONCERNS

safeguarding@reigatepriorybowmen.org.uk