



Introduction

RGMMC GmbH is committed to providing a safe and positive environment for everyone involved in its services and activities. We take our extended moral and legal duty of care very seriously in relation to children and young people. We seek to ensure the safety and wellbeing of all children and to protect them from harm or abuse when they engage in any activities conducted under the name of RGMMC. This policy is promoted to all staff, volunteers and participants.

Child protection statement

RGMMC recognises our moral and statutory responsibility to safeguard and promote the welfare of all children. We endeavour to provide a safe and welcoming environment where children are respected and valued. We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support, protection and justice. The procedures contained in this policy apply to all who participate in our sport, staff and volunteers.

Policy Principles

The welfare of the child is paramount. All children, regardless of age, ability, culture, race, language, religious beliefs, sexual or gender identity, have equal rights to protection. Safeguarding is everybody's responsibility. All staff and volunteers have a responsibility to respond positively in response to any concerns, suspicion or disclosure that may suggest a child is at risk of harm. Children, volunteers, and staff involved in child protection issues will receive appropriate support. Staff and volunteers with roles and responsibilities for children and young people will be subject to appropriate safe recruitment checks and safeguarding training. RGMMC staff and volunteers of our organisation will receive appropriate learning and training

opportunities to ensure they can make informed and confident responses to safeguarding issues. RGMMC is committed to providing a safe and positive environment for all children and young people to participate in the sport to the best of their abilities for as long as they choose to do so.

Policy aims

This policy aims to provide all staff and volunteers with the necessary information to enable them to meet their safeguarding and child protection responsibilities, also to promote consistent good practice and to demonstrate our organisation's commitment to safeguarding children.

Roles and responsibilities - Key personnel

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Abuse of position of trust

All staff are aware that inappropriate behaviour towards children is unacceptable and that their conduct towards them must be beyond reproach. Staff understand that it is an offence for a person over the age of 18 to have a sexual or intimate relationship with a person under the age of 18, where that person is in a position of trust, even if the relationship is deemed consensual. This means that any sexual activity between those in a position of trust and a young person under 18 may be a criminal offence and would be reported to the Local Authorities.

Responding to allegations, disclosures or concerns

All staff, volunteers and participants have a responsibility to ensure the safety and welfare of children and to take appropriate steps to ensure that suspicions and

allegations of abuse are taken seriously and responded to quickly and appropriately. It is not the responsibility of anyone within the organisation to decide whether or not child abuse has taken place. It is never an option to do nothing if you become aware of concerns. All concerns must be shared with the appropriate designated individuals or agencies without delay so that advice can be sought, and appropriate action taken. It is however recognised that an individual may need to respond to a situation immediately and prior to such contact if the nature of the suspicion or report is putting the child concerned in immediate danger.

Raising concerns about a member of staff or a colleague

Staff who are concerned about the behaviour of a colleague towards a child are undoubtedly placed in a very difficult situation. They may worry that they have misunderstood the situation and they will wonder whether a report could jeopardise their colleague's career. All staff, volunteers and participants must remember that the welfare of the child is paramount. All concerns of poor practice or possible child abuse by colleagues should be reported to the Head of Safeguarding. Complaints should be reported to the Head of Safeguarding. Complaints about the Head of Safeguarding should be reported to the General Secretary. The Head of Safeguarding will consult with the Police and Local Safeguarding Children and Adult Partnerships as appropriate. Staff may also report their concerns directly to the Authorities if they believe direct reporting is necessary to secure action. Where there is a complaint against a member of RGMMC staff then one of the following may occur: A criminal investigation led by the Police, a child protection investigation led in a multi-agency approach by the Local Authority, a child protection investigation led by RGMMC, a disciplinary or misconduct investigation led by RGMMC may delay an

internal disciplinary or misconduct investigation while a criminal or local authority investigation takes place if advised to do so.

Non-recent abuse allegations

All concerns will be taken seriously by RGMMC and responded to positively irrespective of when they arose. Evidence demonstrates that non-recent concerns may indicate current risks and therefore RGMMC encourages anybody with concerns to report them directly to the Police or the Head of Safeguarding.

Training

It is important that all staff receive training to enable them to recognise the possible signs and indicators of abuse, neglect and exploitation and to know what to do if they have a concern. New staff will receive a briefing during their induction, which includes the organisation's Safeguarding policies and procedures, reporting and recording arrangements, and details for the Head of Safeguarding. The Nominated Head of Safeguarding and Compliance Officer will attend regular update training and Continued Professional Development opportunities. All RGMMC staff will receive update information that is relevant to their role and department including notification of policy and procedure updates and changes.

Recognising abuse

To ensure that our children and young people are protected from harm, we need to understand what types of behaviour constitute abuse and neglect. Abuse and neglect are forms of maltreatment. Somebody may abuse or neglect a child by inflicting harm, for example by hitting them, or by failing to act to prevent harm, for example by leaving a small child unsupervised. Abuse may be committed by adult men or women and by other children

and young people. It's been agreed that there is mainly four categories of abuse.

Physical abuse

Physical abuse is a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child (this used to be called Munchausen's Syndrome by Proxy, but is now more usually referred to as fabricated or induced illness).

Emotional abuse

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

Sexual abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- provide adequate food, clothing and shelter (including exclusion from home or abandonment)
- protect a child from physical and emotional harm or danger
- ensure adequate supervision (including the use of inadequate care givers) or
- ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs

Indicators of abuse

Physical signs define some types of abuse, for example, bruising, bleeding or broken

bones resulting from physical or sexual abuse, or injuries sustained while a child has been inadequately supervised. The identification of physical signs is complicated, as children may go to great lengths to hide injuries, often because they are ashamed or embarrassed, or their abuser has threatened further violence or trauma if they 'tell'. It is also quite difficult for anyone without medical training to categorise injuries into accidental or deliberate with any degree of certainty. For these reasons, it is vital that staff are also aware of the range of behavioural indicators of abuse and report any concerns to the designated safeguarding lead CSO/DSO who will inform the Head of Safeguarding. It is the responsibility of staff to report their concerns. It is not their responsibility to investigate or decide whether a child has been abused.

Bullying

While bullying between children is not a separate category of abuse and neglect, it is a very serious issue that can cause anxiety and distress. All incidents of bullying, including cyberbullying and prejudice-based bullying should be reported and will be managed accordingly.

Taking action

Any child or young person in any family and in any organisation could become a victim of abuse. Staff should always maintain an attitude of "it could happen here".

Key points for staff to remember for taking action are:

- in an emergency take the action necessary to help the child, if necessary call emergency services
- report your concern as soon as possible to the Head of Safeguarding, definitely within the same working day
- do not start your own investigation

- share information on a need-to-know basis only - do not discuss the issue with colleagues, friends or family

- seek support for yourself as these issues almost always have an emotional impact

A child who is being abused, neglected or exploited may:

- have bruises, bleeding, burns, fractures or other injuries
- show signs of pain or discomfort
- keep arms and legs covered, even in warm weather
- be concerned about changing in front of others
- look unkempt and uncared for
- change their eating habits
- have difficulty in making or sustaining friendships
- appear fearful or withdrawn
- avoid eye contact
- be reckless with regard to their own or other's safety
- self-harm
- frequently miss sessions, arrive late or try to leave activities before they are scheduled to end
- show signs of not wanting to go home
- display a change in behaviour – from quiet to aggressive, or happy-go-lucky to withdrawn
- challenge authority
- become disinterested in their studies or training
- be constantly tired or preoccupied
- be wary of physical contact

- be involved in, or particularly knowledgeable about drugs or alcohol
- display sexual knowledge or behaviour beyond that normally expected for their age
- acquire gifts such as money or a mobile phone from new 'friends'

Individual indicators will rarely, in isolation, provide conclusive evidence of abuse. They should be viewed as part of a jigsaw, and each small piece of information will help the Head of Safeguarding to decide how to proceed.

If you are concerned about a child's welfare

There will be occasions when staff may suspect that a child may be subject to harm or abuse. These concerns may arise as a result of issues within motorsport group activities or outside of the motorsport environment. Their behaviour may have changed, they may show signs of confusion or distress, or physical indicators may have been noticed. In these circumstances, staff should give them the opportunity to talk and ask if they are OK or if they can help in any way. Staff should record these early concerns and report them to the Head of Safeguarding. If the child does reveal that they are being harmed, staff should follow the advice below and discuss their concerns with the Head of Safeguarding.

If somebody discloses to you

It takes a lot of courage for anybody to disclose that they are being abused and there are even greater blocks for children and young people. They may feel ashamed, particularly if the abuse is sexual; their abuser may have threatened what will happen if they tell; they may have lost all trust in adults or they may believe, or have been told, that the abuse is their own fault. Sometimes they may not be aware that what is happening is abusive. If a child talks to a member of staff about anything that indicates a potential risk to their safety or

wellbeing, the staff member will, at the appropriate time, let the child know that in order to help them they must pass the information on to someone who can help or advise (the Head of Safeguarding). The point at which they state that this is a matter for personal and professional judgement. During their conversations with the child staff should:

- allow them to speak freely
- remain calm and not overreact
- give reassuring nods or words of comfort – 'I'm so sorry this has happened', 'I want to help', 'This isn't your fault', 'You are doing the right thing in talking to me'
- not be afraid of silences
- under no circumstances ask investigative questions – such as how many times this has happened, whether it happens to siblings, or what does their mother think about it. It is fine to say 'do you want to tell me what has happened?' or 'Can you describe what you mean by [quote something they have said]?' in order to clarify what has caused them distress or harm
- at an appropriate time tell the child/young person that in order to help them, the member of staff must pass the information on to the Safeguarding Officer to get advice and support
- do not automatically offer any physical touch as comfort. If the child is upset and initiates the contact themselves, this should be recorded and reported
- tell the child what will happen next
- report verbally to the officer themselves (never assume the child or someone else will or has done so)
- provide reassurance, but false promises of confidentiality should never be made
- complete a written record and hand it to the Head of Safeguarding as soon as

possible, if you do not feel comfortable referring to the officer you can refer directly to RGMMC President

- seek support for themselves as managing concerns always has an emotional impact

Notifying parents

RGMMC will normally seek to discuss any concerns about a child with their parents/legal guardian. This must be handled sensitively and the Head of Safeguarding will make contact with the parent in the event of a concern, suspicion or disclosure. Our focus is the safety and wellbeing of the child. Therefore, if the officer believes that notifying parents could increase the risk to the child or exacerbate the problem, advice will first be sought from RGMMC President. RGMMC may report to or access guidance from Local Safeguarding Children and Adult Partnerships or the Police before parents are contacted.

Confidentiality and sharing information

All staff will understand that Safeguarding issues warrant a high level of confidentiality, not only out of respect for the person and staff involved but also to ensure that information being released into the public domain does not compromise evidence or any subsequent investigation. Staff should only discuss concerns with the Head of Safeguarding. That person will then decide who else needs to have the information and they will disseminate it on a 'need-to-know' basis. Safeguarding information will be stored and handled in line with GDPR. Information sharing is guided by the following rules and principles:

1. neither data protection legislation and guidance or human rights law are barriers to sharing
2. information in the interests of safeguarding
3. be open and honest

4. seek advice (from designated people)
5. share information with consent where possible
6. always consider safety and wellbeing
7. the information shared is necessary, proportionate, relevant, adequate, accurate, timely and secure
8. a record must be kept of your actions, decision & reasons for it

Information sharing decisions will be recorded, whether or not the decision is taken to share. Records of concern and other written information will be stored in a secure electronic system with restricted access only made available to appropriate individuals. If any member of staff receives a request to see child protection records, they will refer the request to the Head of Safeguarding.

Reporting directly to child protection agencies

Staff should follow the reporting procedures outlined in this policy. However, they may also share information directly with the Local Safeguarding Children and Adult Partnerships or the Police if:

- the situation is an emergency and the Head of Safeguarding are unavailable
- they are convinced that a direct report is the only way to ensure the child's safety
- for any other reason they make a judgement that direct referral is in the best interests of the child

Peer on peer abuse

Children may be harmed by other children or young people. Staff will be aware of the harm caused by bullying. However, there will be occasions when a child's behaviour warrants a response under child protection rather than antibullying procedures.

Peer on peer abuse can take many forms including;

- physical abuse such as biting, hitting, kicking or hair pulling
- sexually harmful behaviour/sexual abuse such as inappropriate sexual language, touching, sexual assault
- sexting, including pressuring another person to send a sexual imagery or video content
- teenage relationship abuse - defined as a pattern of actual or threatened acts of physical, sexual or emotional abuse, perpetrated against a current or former partner
- initiation/hazing - used to induct newcomers into an organisation such as sports team or school groups by subjecting them to a series of potentially humiliating, embarrassing or abusing trials which promote a bond between them
- prejudiced behaviour - a range of behaviours which causes someone to feel powerless, worthless or excluded and which relates to prejudices around belonging, identity and equality, in particular prejudices linked to disabilities, special educational needs, ethnic, cultural and religious backgrounds, gender and sexual identity Abuse is abuse and should never be tolerated or passed off as 'banter' or 'part of growing up'. Abuse is not a gender issue. Both boys and girls can be perpetrators. Likewise, both boys and girls can be victims.

At RGMMC, we take the following steps to minimise or prevent the risk of peer on peer abuse.

- We will seek to promote an open and honest environment where young people feel safe to share information about anything that is upsetting or worrying them
- Induction processes are used to provide a moral framework outlining codes of

conduct, acceptable behaviour and stressing the effects of bullying

- Staff will endeavour always to create surroundings where everyone feels confident and at ease in our activities

- We will ensure that organisation activities are well supervised by appropriate and qualified staff and volunteers All allegations of peer on peer abuse should be passed immediately to the Head of Safeguarding. They will then be investigated and dealt with as follows.

- Information gathering - children, staff and witnesses will be spoken with as soon as possible to gather relevant information quickly to understand the situation and assess both the impact and whether there was intent to cause harm

- Decide on action - if it is believed that any young person is at risk of significant harm, a referral will be made to Local Safeguarding Children and Adult Partnerships. The Head of Safeguarding will then work with children's The Local Children's Safeguarding team to decide on next steps, which may include contacting the Police

- Inform parents - as with other concerns of abuse, the organisation/group will normally seek to discuss concerns about a child with parents. Our focus is the safety and wellbeing of the child and so if the organisation/group believes that notifying parents could increase the risk to the child or exacerbate the problem, advice will first be sought from Local Safeguarding Children and Adult Partnerships and/or the Police before parents are contacted

Supporting those involved

The support required for the child who has been harmed will depend on their circumstance and the nature of the abuse. Support could include counselling, mentoring, the support of family and friends and/or support with improving peer

relationships or some restorative justice work. Support may also be required for the child that exhibited harmful behaviour. We will seek to understand why the child acted in this way and consider what support may be required to help the child change behaviours. Once those needs have been met, the consequences for the harm caused or intended will be addressed with them in partnership with parents and external agencies as required.

Sexting – sometimes referred to as ‘youth produced sexual imagery’:

There is no accepted definition of ‘sexting’ but most professionals agree that it refers to the sending or posting of sexually suggestive images, including nude or semi-nude photographs of a person under 18 years of age, via mobiles or over the internet. Some agencies defines sexting as the production and/or sharing of sexual photos and videos of and by young people who are under the age of 18. It includes nude or nearly nude images and/or sexual acts. It is also referred to as ‘youth produced sexual imagery’ ‘Sexting’ does not include the sharing of sexual photos and videos of under 18-years old with or by adults. This is a form of child sexual abuse and must be referred to the Police Guidance for staff and volunteers dealing with sexting incident/disclosure:

- The incident should be referred to the Head of Safeguarding will clarify the concerns with any staff involved in reporting and ensure concerns are accurately recorded and reported accordingly
- RGMMC advise that you never view the images.
- If you have already viewed the imagery by accident (e.g. if a young person has showed it to you before you could ask them not to), report this to the Head of Safeguarding
- Do not delete the imagery or ask the young person to delete it

- Do not ask the young person(s) who are involved in the incident to disclose information regarding the imagery. This is the responsibility of the officer

- Do not share information about the incident with other members of staff, the young person(s) it involves or their, or other, parents and/or carers

- Do not say or do anything to blame or shame any young people involved

- Do explain to them that you need to report it and reassure them that they will receive support and help from the Head of safeguarding

- If there is a concern a young person has been caused distress, harmed or is at risk of harm a referral will be made to the Police immediately. The Police do not seek to criminalise young people but take sexting very seriously and will take appropriate action which may include seizure of devices and speaking to the young people involved. On-line abuse through sexting can have very serious consequences and undertaking an investigation can lead to images and evidence being deleted which prevents appropriate action being taken to support and/or educate those involved or impacted by these issues. Parents will be informed at an early stage and involved in the process unless the Police advise against this or there is good reason to believe that involving parents would put the young person at risk of harm

Sexual exploitation of children

Sexual exploitation involves an individual or group of adults taking advantage of the vulnerability of an individual or groups of children or young people, and victims can be boys or girls. Children and young people are often unwittingly drawn into sexual exploitation through the offer of opportunities, future career gains, friendship and care, gifts, drugs and alcohol, and sometimes accommodation. Sexual

exploitation is a serious crime and can have a long-lasting adverse impact on a child's physical and emotional health. It may also be linked to child trafficking. A common feature of sexual exploitation is that the children often do not recognise the coercive nature of the relationship and therefore do not see themselves as a victim. In some cases parents/guardians also fail to recognise that a relationship is potentially abusive and both the child and their carers may initially resent what they perceive as interference by staff, but staff must act on their concerns, as they would for any other type of abuse. All staff are made aware of the indicators of sexual exploitation and all concerns are reported immediately to the Head of Safeguarding.

Looked after children

The most common reason for children becoming looked after (taken into care) is as a result of abuse or neglect. Children's early experiences have a significant impact on their development and future life chances. As a result of their experiences, both before and during care, looked after children are at greater risk than their peers. Appropriate staff will be informed about a child's looked after legal status and care arrangements, including the level of authority delegated to the carer by the local authority looking after the child. Any indicators or signs that a looked after child may require additional support or protection must be reported without delay to the Head of Safeguarding and the Local Authority without delay.