



**CHILD FRIENDLY SAFEGUARDING
POLICY & PROCEDURES
2023-24**

[For the latest copy refer to the Club Website](#)

Port Vale Football Club Child Friendly Safeguarding Policy Season 2023/2024
(Review – August 2024) / Classification Status: External

Version Control

Document Title:	Child Friendly Safeguarding Policy Season - 2023/2024
Document Owner:	Port Vale Football Club - Rich Talbot – Head of Safeguarding
Reference:	August 2023 (Revised Policy)

Document Review

Last Reviewed	Position	Reason
24/08/2023	Rich Talbot (Safeguarding Manager)	Annual Review
02/02/2024	Rich Talbot (Head of Safeguarding)	Updated staff changes & structure

Version History

Version	Date Released	Originator	Authorised	Comments
1.0	Mar 2021	Tim Bailey	Board	Child Friendly Safeguarding Policy
1.1	24/08/2023	Rich Talbot	Board	Annual Review
1.2	02/02/2024	Rich Talbot	Board	Revised Version

1. Introduction

Statement

Port Vale Football Club (hereafter referred to as the Club) is committed to ensuring that we create a safe environment for everyone visiting or taking part in activities at the Club. The Club takes our responsibility to safeguard and promote the welfare of all children and young people very seriously. Our approach to any concerns will always be children and young people focused and their best interests will always be paramount when dealing with any incident. This policy sets out our commitment to safeguarding and provides a framework for what to do if concerns arise about the welfare or protection of children and young people whilst at the Club.

Carol Shanahan

Chair and Co-owner

Scope



This policy is for use across the Club and is to be observed by all those working or volunteering and who may encounter children and young people, this to ensure best practice in safeguarding is promoted and adhered to.

Activities undertaken at the following departments/locations are under the remit of this policy including:

Port Vale Football Club and the Vale Park Stadium

Port Vale First Team

Port Vale Academy and Youth Development

Port Vale Foundation Trust

Port Vale Women's Team

Port Vale Retail Store

Bescura Ltd (Family Hub)

Any location visited by staff/volunteers in an official capacity.

2. What is Safeguarding?

Safeguarding is about keeping Children (including you) and Adults at Risk safe. It is about taking action to protect such persons and implement policies in order to prevent concerns.

An Adult at Risk is a person aged 18 years and above who requires care and support to go about their daily business.

We may hear or see something, or you may tell us something that we need to act upon but in all situations the Club and its staff believe that your health, safety and welfare are very important.

We will respect and protect the rights of all Children (aged under 18 years) and Adults at Risk.

EVERY PERSON has a right to protection regardless of age, gender, race, ethnicity, ability, sexual orientation and religious or political beliefs.

3. Our Aim

We aim to keep all Children safe and to provide a secure environment for you and every other Child taking part in our activities.

You will be treated fairly and be free from bullying, discrimination and harm.

All our staff are trained to keep you safe whilst you are with us and we will act to prevent harm if we believe that you need assistance or protection.

4. What can you do to help us keep you and every other person safe?

There are a number of things that you can do including the following:

- We expect you to listen and follow instructions
- Respect other Children and Adults
- Be kind and support others
- Accept differences and value diversity
- Take responsibility for your actions
- Tell us what you like or do not like
- Ask for help when you need it
- DO NOT bully, discriminate or act rudely to others
- Use your voice if you wish to talk to us about a concern
- Provide constructive feedback when required

You can speak directly with the Head of Safeguarding, a departmental Designated Safeguarding Officer (DSO) or Player Care Lead ([See Appendix A](#)) or any other Adult at the Club that you trust at any time. Alternatively you can email safeguarding@port-vale.co.uk.

If you need to talk, we will listen and act upon the information you provide.

5. Things to Remember

You can report a person for any matter that concerns you and a number of examples are listed below:

- Bullying or hurtful things being said about you by another Child or an Adult.
- Receiving nasty messages on Social Media or on your mobile telephone.
- Touching you in ways that you do not like (NSPCC underwear rule).
<https://www.nspcc.org.uk/globalassets/documents/advice-and-info/underwear-rule-children-guide-english.pdf>
- Offering to give you tablets, drugs, alcohol, cigarettes or vapes.
- Physical assault upon you.
- Trying to be friends on Social Media sites when you do not know them.
- There may be other matters that concern you, do not be afraid to speak with a trusted member of staff to highlight these.

6. Things to Remember

We are here to keep you safe and ensure that you have an enjoyable experience when present at the Club.

You can talk to any Adult at the Club that you trust at any time.

Please see the list below at [Appendix A](#) for staff members.



Please see the list below at [Appendix B](#) for external contacts and resources.



[Appendix A – INTERNAL CONTACT DETAILS](#)

List of Internal Contacts

Senior Safeguarding Manager (SSM)(Board Representative)

Matt Hancock (Chief Executive Officer)

(E): matt.hancock@port-vale.co.uk / (M): 07841 669182

Head of Safeguarding & Lead Disclosure Officer

Rich Talbot

(E): rich.talbot@port-vale.co.uk / (M): 07703 753688

Safeguarding Team

Concerns / General Enquiries

(E): safeguarding@port-vale.co.uk / (T): 01782 655830

Port Vale Academy Designated Safeguarding Officers

Daniel Lloyd (Head of Coaching – U14 – U18)

(E) daniel.lloyd@port-vale.co.uk / (T): 01782 655830

Megan Walters (Player Care Lead)

(E): megan.walters@port-vale.co.uk / (M): 07802 796664

Port Vale Foundation Designated Safeguarding Officer

Will Turner (Head of Community)

(E): will.turner@port-vale.co.uk / (M): 07921 071848

Disability Access Officer (DAO)

Luke Cassidy

(E): DAO@port-vale.co.uk / (M): 07722 925759



Appendix A – INTERNAL CONTACT DETAILS (Continued)

Equality, Diversity & Inclusion (EDI) Officer

Kay Speedman

(E): EDI@port-vale.co.uk / (T): 01782 655830

Port Vale Football Club Abuse Hotline (Match Day Only)

Match Day Control Room

Reporting of Homophobic / Racial Abuse

(T): 07801 216675



[Appendix B – External Contacts & Resources Details \(Continued\)](#)

Childline

(T): 0800 11 11 / (W): <https://www.childline.org.uk>

NSPCC Helpline

(T): 0808 800 5000 / (Text): 88858 / (E): help@nspcc.org.uk

Text phone for Deaf Users: 0800 056 0566

Child Protection in Sport Unit (CPSU)

(E): cpsu@nspcc.org.uk

Football Association (FA) Safeguarding Team

(T): 0800 169 1863 / (E): safeguarding@TheFA.com

English Football League (EFL) Safeguarding Team

(T): 01772 325490 / (E): safeguarding@efl.com



Authority from Port Vale Board and Acceptance of Policy

Board Member:	Claire Halket
Signature:	Claire Halket
Date:	02/02/2024 (Review)

CEO/Senior Safeguarding Manager:	Matt Hancock
Signature:	Matt Hancock
Date:	02/02/2024 (Review)

This policy will be reviewed by the Head of Safeguarding regularly and annually or following learning outcomes as a result of a significant incident or when legislation or statutory guidance changes are implemented.