**Safeguarding Lead and Safeguarding Officer Role Profiles**

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| **About the Roles:** | 1. Support the Jersey Rowing Club (JRC) Committee and all members to promote best practice as it relates to safeguarding within the JRC. 2. Sit on the JRC committee. 3. Ensure that the Safeguarding Policy is updated at appropriate intervals. |
| **Main responsibilities:** | 1. Assists the JRC Committee to fulfil its responsibilities to safeguard the members of the Youth Academy i.e. under 18's and young people that turn 18 whilst in full time education, for the duration of that academic year. 2. The first point of contact for everyone within the JRC, including parents/carers of members and Youth Academy members, where there are concerns about a Youth Academy member's welfare, or poor practice or abusive behaviour has been observed or identified. 3. Implements the JRC’s safeguarding reporting and recording procedures. 4. Maintains records of all coaches, volunteer helpers and rib drivers that are DBS checked and have attended child safeguarding training; and ensures that renewals are undertaken within the timescales detailed in the JRC safeguarding procedure. 5. Provides advice and guidance on safeguarding concerns and disclosures, poor practice and DBS checks. 6. Knows how to respond to concerns about the safety or welfare of a Youth Academy member; and when it is appropriate to report the concern to the appropriate statutory agencies, following Jersey Sport and British Rowing reporting procedures. 7. Maintains contact details for the Children's Service and States of Jersey Police. 8. Is aware of the boundaries of the role. 9. Ensures effective communication of the JRC's Safeguarding Policy; and that updates and information are provided and accessible for all members, including Youth Academy members, and parents/ carers. |
| **Knowledge/Skills:** | 1. Maintains an awareness of current issues relating to young people and safeguarding in sport. 2. Holds a clean DBS check that is renewed every 3 years. 3. Attends the Jersey Sport Safeguarding & Protecting Children Course (delivered by UK Coaching and the NSPCC Child in Sport Unit (CPSU)) and renews the training every 3 years. 4. Attends the Jersey Sport Safeguarding Lead: Time to Listen training (delivered by UK Coaching and the NSPCC CPSU) and renews the training every 3 years. |

Dated: 1st February 2024

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