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EPPING FORESTERS
CRICKET CLUB

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Safeguarding Information and General Policies

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1. Welcome Message

Welcome to Epping Foresters Cricket Club!

Epping Foresters Cricket Club is a friendly, family orientated club situated on the edge of Epping Forest above London's busiest motorway and within minutes of central London.

Epping Foresters CC have two senior Saturday teams in the T RIPPON MID-ESSEX LEAGUE, a Sunday XI who play friendlies and a Junior Section (Colts) welcoming children from 5 years old with teams at U9, U10, U11, U12 and U13

A full list of the Club's committee members, coaches and officials can be found on the Club's website at;
<https://eppingforestercc.hitscricket.com/default.aspx>

Key Club / County Contacts:

Role	Name	Email
Club Chair	Anne Sundberg	annesundberg1966@gmail.com
Secretary	Miles Chapman	miles.chapman@ntlworld.com
Club Safeguarding Officer	Sue Almond	suea2005@gmail.com
Colts Secretary	Jim Scott	efccoltssec@gmail.com
County Safeguarding Officer	Phil Knappett	safeguarding@essexcricket.org.uk

We are committed to safeguarding and adhere to the ECB's Safe Hands Policy for safeguarding children and vulnerable adults in cricket. Sue Almond is the designated safeguarding lead at the club and your first contact if you ever have any questions or concerns, big or small about safeguarding. All adults at the club who work with children are recruited safely and have an ECB DBS check.

While we hope you and your children will be happy here, we understand that sometimes questions, concerns, or difficulties may arise. Please raise these as soon as possible, so we can address things at the earliest opportunity. It's important you feel comfortable raising any concerns, so please be reassured that any concerns you have will be treated with professionalism and appropriate confidentiality.

If you have a question regarding coaching, please approach the coach in the first instance. Our coaches are happy to speak to you before or after training, or at another convenient time; please do not interrupt coaching sessions as this may distract the coach when they need to be supervising the children.

If you have questions about colts cricket from kit requirements, training times, to pick up arrangements, please speak to Jim Scott.

We value all of our members and believe there are opportunities for everyone to get involved, whether it's through coaching, training, matches/fixtures or at social events. We are grateful for the volunteers who run the Club and welcome any support you may be able to offer.

2. Safeguarding Policy Statement

Epping Foresters Cricket Club (the Club) is committed to ensuring everyone participating in cricket does so in a safe, friendly, secure, and enjoyable environment. Everyone at the club, whether as a player, coach, official, administrator, staff member, volunteer, spectator, parent, or carer has a role to play. Individually and collectively, it is our actions, both on and off the field which can help create a positive and inclusive culture.

We will do this by:

- Having the right people in place
- Creating the right culture and environment
- Ensuring clear processes are in place for reporting and responding to safeguarding concerns
- Adopting the ECB's Safe Hands Policy and Guidance

Whilst everyone at our club has a responsibility for Safeguarding, we also have a designated Club Safeguarding Officer who has completed specialist Safe Hands training provided by the ECB.

The Club Safeguarding Officer is:

- The first point of contact for all children, parents/carers volunteers, and members at the Club
- Responsible for ensuring that everyone who is working with children at the Club is subject to appropriate safer recruitment processes
- A member of our committee
- A source of safeguarding advice for the Club, its committee, and members
- The Club's main point of contact for the County Safeguarding Officer, the ECB Safeguarding Team and other external safeguarding agencies
- The person responsible for ensuring correct and comprehensive reporting procedures exist for raising and managing safeguarding concerns.

Creating the Right Culture and Environment

All participants in cricket, regardless of age, gender, race, religion, sexual orientation, ability or disability, have the right to enjoy the game in an environment that is safe from abuse of any kind. The Club recognises that safeguarding starts with setting high standards and promoting a positive culture which provides the best environment for participants to enjoy themselves and the game of cricket.

Anyone in a specialist role within the Club is also required to complete the Safeguarding for Specialist Roles training with the relevant additional module. This includes Captains and Team Managers, Coaches and Activators, Officials (Umpires and Scorers) and Committee Members.

- We encourage all of our members to complete the ECB online Safeguarding Induction, which can be accessed [here](#)
- We ensure that all individuals working at or for the Club are provided with the necessary support through education, training and continued professional development (CPD)
- We ensure that all individuals working at or for the Club are recruited and appointed in accordance with

ECB Safer Recruitment guidance and relevant legislation and are committed to providing a welcoming, safe, and fun experience for children

- We promote a listening culture where the views of children, parents/carers, volunteers and other club members are proactively sought and acted upon. This helps us to create an environment where people have the opportunity and confidence to raise concerns, including concerns about poor practice, abuse and neglect
- We seek to create a partnership with parents/carers so that they know what to expect from us and what we expect of them
- We ensure that external organisations who are delivering services on behalf of the Club have safeguarding measures in place which meet the requirements of Safe Hands.

Reporting and Responding to Safeguarding Concerns

It is our aim that everyone at the Club should feel confident to raise a concern, no matter how small. We believe that raising and dealing with concerns quickly, when they occur, supports a proactive safeguarding culture at the Club.

All suspicions, concerns and allegations will be taken seriously. We will follow the 3R's with every concern: **Responding** appropriately, **Recording** confidentiality and **Reporting** where necessary, ensuring that concerns are dealt with in a fair and prompt manner.

The Club recognises that it is not the responsibility of club members to determine or investigate if abuse has taken place, but to act upon and report any concerns promptly.

We ensure that confidential information relating to safeguarding matters is shared appropriately and only with those who need to know. Information may need to be shared with the County Safeguarding Officer, Cricket Regulator Safeguarding Team, or local agencies with statutory responsibility for safeguarding. If we are unsure, we will seek advice from our County Safeguarding Officer.

Adopting the ECB's Safe Hands Policy and Guidance

- The Club has formally adopted the ECB's Safe Hands Policy and guidance as part of our constitution
- The Club works within the ECB Safeguarding Procedure for the management of safeguarding investigations
- We ensure that all individuals who work and volunteer at or for our Club understand how Safe Hands applies to them.

Club Commitment

Epping Foresters Cricket Club are committed to this Safeguarding Policy Statement and will review it on an annual basis.

Contacts:

Sue Almond - Epping Foresters CC Safeguarding Officer

Email: suea2005@gmail.com Phone: 07985 401690

Phil Knappett - County Safeguarding Officer for Essex Cricket

Email: safeguarding@essexcricket.org.uk Phone: 07717 728725

The ECB Safeguarding Team

Email: safeguarding@ecb.co.uk Phone: 020 7432 1200

3. Code of Conduct

Epping Foresters Cricket Club expects high standards of conduct, both on and off the field, from all of its members. Members and Guests are required to abide by standards set out in this Code of Conduct and other General Policies.

Members and Guests are required to:

1. Encourage a fun and enjoyable environment
2. Welcome an open minded and approachable attitude from all
3. Respect the rights, dignity and worth of every person within the context of cricket
4. Treat everyone equally and do not discriminate on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, religious belief, class or social background, sexual preference or political belief
5. Respect that everyone has the right to enjoy their sport in an environment free from intimidation, harassment and abuse
6. Do not condone, or allow to go unchallenged, any form of discriminatory, insulting or offensive behaviour
7. Display high standards of behaviour
8. Set a good example by recognising fair play and applauding the good performances of all
9. Promote the positive aspects of cricket e.g. fair play and discourage unfair play
10. Actively discourage unfair play, rule violations and arguing with match officials
11. Encourage all participants to learn the Laws and play within them, respecting the decisions of match officials and publicly accepting the judgement of match officials
12. Ensure that activities are appropriate for the age, maturity, experience and ability of the individual
13. Use correct and proper language at all times and support all effort to remove verbal abuse from cricket

In addition to the above, regarding children at the Club:

1. Respect children's opinions when making decisions about their participation in cricket
2. Remember that children play cricket for their enjoyment
3. Help children to recognise good performance, not just results
4. Focus on children's effort and performance rather than winning or losing
5. Encourage children to participate, never force children to take part in sport
6. Never punish or belittle a child for losing or making mistakes
7. Support children's involvement and help them to enjoy the sport
8. Place the well-being and safety of children above the development of performance
9. Follow ECB guidelines set out in the 'Safe Hands - Cricket's Policy for Safeguarding Children' and any other relevant guidelines issued
10. Report any concerns in relation to a child, following reporting procedures laid down by the ECB
11. Do not smoke, drink or use banned substances whilst actively working with children in the Club
12. Do not provide children with alcohol when they are under the care of the Club
13. Social members and adult visitors must be responsible for their children's behavior and safety while at the club. Please be aware that games and practice will be taking place from time to time and ensure that children are appropriately supervised.

In addition to the above, all Club Officers and Appointed Volunteers will:

1. Have been appropriately vetted, if required, before taking on their role

2. Hold relevant qualifications and be covered by appropriate insurance
3. Always work in an open environment (i.e. avoid private, or unobserved, situations and encourage an open environment).
4. Inform players and parents of the requirements of cricket
5. Know and understand the ECB guidelines set out in 'Safe Hands - Cricket's Policy for Safeguarding Children'
6. Develop an appropriate working relationship with young players, based on mutual trust and respect
7. Ensure physical contact is appropriate and necessary and is carried out within recommended guidelines with the young player's full consent and approval
8. Not engage in any form of sexually related contact with a young player. This is strictly forbidden, as is sexual innuendo, flirting or inappropriate gestures and terms. Where someone is in a position of trust (including anyone who coaches, teaches, trains, supervises or instructs on a regular basis in sport) then the law states that the age of consent rises to 18 years
9. Attend appropriate training to keep up to date with their role, especially with respect to the safeguarding of children

Members and Guests include all Members, Club Officers and Appointed Volunteers of the Club and all Guests of those Members, Club Officers and Appointed Volunteers, as well as all individuals who watch / attend / participate / officiate in matches hosted by the Club in whatever capacity, including Parents and Carers.

Any complaints regarding the behaviour, conduct or actions of Members, Guests, Club Officers or Appointed Volunteers must be lodged in writing with the Secretary or Club Safeguarding Officer.

4. Anti Bullying Policy

Epping Foresters Cricket Club is committed to providing a caring, friendly, and safe space for everyone to experience cricket in a friendly, secure, and enjoyable environment.

Bullying of any kind is unacceptable and will not be tolerated by Epping Foresters Cricket Club.

If bullying does occur, the person subjected to the bullying should be able to report it with confidence that incidents will be dealt with promptly and effectively.

We encourage anyone who knows or suspects that bullying is happening to speak to our Club Safeguarding Officer.

- All club staff and volunteers should know our policy on bullying and follow it when bullying is reported
- All children and parents/carers should be aware of our policy on bullying and what they should do if bullying occurs
- We take bullying seriously. Children and parents/carers should be assured they will be supported when bullying is reported

What is Bullying?

Bullying is intentional behaviour that hurts someone else. It includes name calling, hitting, pushing, spreading rumours, threatening, or undermining someone. It can happen anywhere, including at home, at cricket or online. It is usually a repeated behaviour and can hurt someone both emotionally and physically.

Bullying can be:

- Emotional: being unfriendly, excluding, tormenting (hiding kit, threatening gestures, commenting negatively on performance)
- Physical: pushing, kicking, hitting, punching, or any use of violence
- Discriminatory: relating to someone's protected characteristics
- Sexual: unwanted physical contact or sexually abusive comments
- Verbal: name-calling, sarcasm, spreading rumours, teasing
- Online: via messages or social media.

Why is it Important to Respond to Bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. In situations where children are bullying other children, this should be addressed immediately, and their behaviour discussed with their parents.

All members of our club and the cricket clubs associated to the ECB, have a responsibility to respond promptly and effectively to issues of bullying towards children.

Signs And Symptoms

A person may indicate they are being bullied by signs or behaviour. You should speak with our Club Safeguarding Officer if someone:

- Says they are being bullied

- Changes their usual routine
- Is unwilling to go to the club
- Becomes withdrawn, anxious, or lacking in confidence
- Comes home with clothes torn or belongings damaged
- Has possessions which are damaged or “go missing”
- Asks for money or starts stealing money (to pay the bully)
- Has unexplained cuts or bruises
- Is frightened to say what’s wrong
- Gives improbable excuses for any of the above

In more extreme cases, a victim of bullying may:

- Display anxious behaviours
- Cry themselves to sleep or have nightmares
- Become uncharacteristically aggressive, disruptive, or unreasonable
- Bully other people or siblings
- Stop eating
- Self-harm
- Attempt or threaten suicide
- Run away.

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.

Reporting and Responding

- Report any bullying incidents to our Club Safeguarding Officer straight away
- The bullying behaviour or threats of bullying will be investigated thoroughly
- A plan will be implemented to support the victim whilst this investigation is ongoing. If the alleged bully is a child, consideration will be given to what support they might need
- In cases of serious bullying, the incidents may be reported to the ECB Safeguarding Team. The Club Safeguarding Officer will discuss this with the County Safeguarding Officer
- If the bullying relates to a child, then parents should be informed and will be asked to come to a meeting to discuss
- If necessary and appropriate, the police will be consulted
- An attempt will be made to help the bully understand and address their bullying behaviour and how it impacts others.

In cases of adults reported to be bullying children, the County Safeguarding Officer will always be informed and will advise on the action to be taken.

Prevention

We will use KIDSCAPE methods to help children prevent bullying. As and when appropriate, these may include:

- Writing a set of club rules
- Signing a behaviour contract
- Having discussions about bullying and why it matters.

This policy is based on guidance provided to schools by [KIDSCAPE](#), a voluntary organisation committed to helping prevent child bullying. Kidscape also have a [Parent Advice Line](#).

[Childline](#) also offer advice on bullying and can be called for free on 0800 1111.

Epping Foresters CC Safeguarding Officer is Sue Almond. Contact Details:

Email: suea2005@gmail.com

Phone: 07985 401690

5. Changing Room Policy

Parents/carers, coaches, team managers and volunteers should be aware that there are circumstances where junior players may find themselves changing in facilities where adults are present in the area.

Cricket is unusual in that children play, compete, practice, train and socialise amongst adults. We all have a duty of care to ensure risks are minimised by implementing the following procedures.

While groups of children are using changing facilities, coaches and other volunteers must not enter unless absolutely necessary. Remember the '**Rule of Two**', giving particular consideration to the gender of those using the facilities when deciding who the most appropriate adults are to enter. Such access should be announced verbally before entering.

- If adults and children need to share a changing facility, the club must have consent from parents that their child(ren) can share a changing room with adults in the club
- Adults must not be alone in the changing room with any child(ren) at any time
- Adults must not change, or shower, at the same time using the same facility as children
- Adults must not be alone in the changing room with any child(ren) at any time
- Children are encouraged to arrive and leave in their playing kit and are not required to change/shower at the ground
- It is recognised that some 16 and 17 year olds may wish to change/shower alongside their adult team mates in communal changing rooms. Such a situation should be agreed in advance with the Club Safeguarding Officer, the child and the parent/carer – it is essential that no pressure is applied for a child to make any particular choice
- Mixed Gender Team - players will have a specific time allocated to using the changing facilities, based on their gender organised by adult team captains
- Mobile phones or any other equipment capable of capturing still or moving images should not be used in the changing room when people are changing

If further guidance or advice is required please contact the Epping Foresters Cricket Club Safeguarding Office - Sue Almond.

Email: suea2005@gmail.com

Phone: 07985 401690

6. Photography & Recorded Images Policy

Epping Foresters Cricket Club and the England and Wales Cricket Board (ECB) are keen to promote positive images of children playing Cricket and are not preventing the use of photographic or videoing equipment.

Individuals and parents have the right to refuse consent to photographs being taken. Epping Foresters CC will endeavour to respect these wishes but cannot guarantee photographs will not be taken at training or matches. If you wish to withhold permission please make sure this is selected on the membership form.

We will not knowingly permit photographs, video or other images to be taken without consent. If you feel that photos or videos are being taken without consent please advise the Epping Foresters CC Safeguarding Officer or in their absence a coach or colts official immediately.

Epping Foresters CC may take photographs and videos of our players for promotional, publicity, coaching and analysis purposes. These images may appear across all media platforms, including, but not limited to, Epping Foresters CC social media channels, website, emails, newsletters and PR.

Guidelines for the use of images of children to promote the club (e.g. on the web, in the media or in league handbooks):

- If the cricketer is named, avoid using their photograph
- If a photograph is used, avoid naming the child
- Images of children will only be used if they are in appropriate kit (training or competition), to reduce the risk of inappropriate use, and to provide positive images of the children
- Player profiles will not contain pictures and detailed personal information on websites.
- Images will not be used for something other than that what it was initially intended and agreed.
- Images will not be recorded in changing rooms, showers or toilets. This includes the use of mobile phones that record images.
- Images will focus on the activity rather than the individual.
- Pictures will represent, where possible, the broad range of youngsters participating safely in cricket

If you have given consent for photographs and videos to be taken, Epping Foresters CC colts group may also give group consent on behalf of you and your children to opponents or Festival organisers to take photographs and videos.

Epping Foresters CC encourages the reporting of inappropriate use of images of children. If you are concerned, report your concerns to the County or Club Safeguarding Officer.

If further guidance or advice is required please contact the Epping Foresters Cricket Club Safeguarding Office - Sue Almond.

Email: suea2005@gmail.com

Phone: 07985 401690

7. Social Media & Communication Policy

Statement

Social Media, when used properly, can be exciting and opens up a lot of opportunities. However at times it can seem strange and even intimidating for people who did not “grow up” with it. Facebook, Twitter, texting, messaging, online gaming and personal emails are everywhere.

By following some simple guidelines potential pitfalls can be avoided and Social Media can be safely used as a promotional tool and as a means of communication for the club.

Club Officials/Coaches/Managers/Adult Players

Social Media (e.g. Facebook, Twitter, Instagram, websites) is great for promoting the club and cricket in general in addition to being a fun way to unwind and stay in touch with friends. However it is essential to keep these two worlds separate.

You should have separate cricket club related and personal pages. All contact with players should be through the former and should be strictly relating to training, coaching, matches and cricket related activity.

This will keep younger players safe from unsuitable material and minimise the risk of your online interactions being viewed with suspicion.

Younger players may see you as a friend and may request to be your “friend” on a social media site, you should always direct them to the cricket club related page and keep all contact professional.

What they might consider innocent, friendly contact may not be seen as such by their parents, people at the club and others.

It is also extremely important to be mindful of any contact you post online via the cricket club related page; remember:

- You are representing the club
- Your communications should conform to “Safe Hands” policy and guidance. Ensure that nothing you post could cause personal distress or be seen as inappropriate for children
- If you wouldn’t put it on the club notice board, it doesn’t belong on the club’s social media pages
- You should have consent before posting any personal information online – this includes photographs where an individual can be identified. Remember the picture/no name guidance for under 18s

Text Messages and Emails: Contacting under 18 players

The Children Act defines a person under the age of 18 years as a child.

You should make arrangements for under 18s via their parents or carers; this includes text and email messages.

In the case of over 16s this may not be ideal for you or the parents or carers. Therefore an acceptable exception to this rule is to text or email the parent or carer and to copy in the 16 or 17 year old, with the parent or carer’s prior consent.

This will mean that the parents or carers are able to monitor communications but the 16 or 17 year old

receives the information directly. If you receive any responses from the 16 or 17 year old that appears inappropriate these should be brought to the attention of the parent or carer.

Engaging in individual text or email conversations with a 16 or 17 year old should not be entered into without the parents or carers receiving the same messages from you.

Any contact with children should be in relation to coaching, matches cricket related activity.

If further guidance or advice is required please contact the Epping Foresters Cricket Club Safeguarding Office - Sue Almond.

Email: suea2005@gmail.com

Phone: 07985 401690

8. Transport Policy

The England and Wales Cricket Board (ECB) has issued guidelines to all clubs regarding the transportation of junior players to and from training and matches.

Epping Foresters Cricket Club is advised that it is the parents/guardians responsibility to transport their children to grounds, and only after arrival at a venue will the Coach/manager assume control.

Best Practice Procedures

EFCC hereby notifies Parents/Carers that:

- Parents/Carers are responsible for the safe delivery and collection of their child to and from matches and or training.
- EFCC will distribute information as soon as practicable relating to all planned away fixtures or competitions to provide Parents/Carers with an opportunity to make appropriate arrangements.
- Coaches and Supervisors will be responsible for the Children in their care during coaching sessions and matches.
- It is not the responsibility of the Coach or Team Manager to transport, or arrange to transport, the children to and from the Club or match.
- Parents/Carers are advised that when arranging lifts for their children with third parties, it is their responsibility to check that appropriate and up to date insurances and licensing documentation is held by the owner/driver of the vehicle.
- Parents/carers who knowingly are going to be late delivering or collecting their children must take reasonable steps to inform the Coach/Team Manager as soon as possible, so suitable arrangements can be made. In the case of no such communication the Coach or Team Manager will take reasonable steps to contact the parent/carer or alternative adult contact (as detailed on the Junior Member Consent Form) to make alternative arrangements.
- Parents/guardians should have a contact number for the club/coach to inform them of emergencies and possible late collections.

If all alternatives have been exhausted and an adult has to transport a child there are a number of safety measures that need to be in place to minimize the risk:

- The driver like all coaches/volunteers who have access to children should hold a current ECB vetting check (DBS) and be fully insured.
- Parents should be informed of the person who will be transporting their child, the reasons why and how long the journey will take.
- A person other than the planned driver should talk to the child about transport arrangements to check they are comfortable about the plans.
- Where they are not related the driver should have than one child in the car (except in an emergency). The best practice procedure is to avoid transporting a child alone, but EFCC recognises that in some circumstances this is unavoidable.
- The driver should have a point of contact and mobile phone should they break down.

9. Safety

Safety during coaching sessions and matches is paramount. We ask all parents to ensure their children have with them the necessary protective equipment. We use a mix of soft balls (e.g. tennis ball, Incrediball, etc.) and junior cricket balls for coaching the Colts.

In the older age groups both soft and hard balls will be used. Some matches for the younger Colts will be played with incrediballs but generally in U12 and over matches will be played with a hard junior sized cricket ball.

To play in any hard ball match or to take part in training involving hard balls all Colts must have the following:-

- Abdominal protector (“box”) plus briefs / designated cricket shorts or jock -strap (optional for females);
- Batting Gloves
- Sturdy trainers with a good grip (cricket spikes are useful but not essential as these cannot be used in the nets)
- Cricket Helmet
- Batting Pads
- Leg guards if keeping wicket (wicket or batting pads) Please note that our nets cannot be used by anyone wearing spikes.

Those Colts who use cricket spikes should therefore bring trainers within them for all matches and training sessions to be able to use the nets.

For matches using incrediballs all male colts will need:-

- Abdominal protector (“box”) plus briefs or jock -strap;

The club does have a small number of helmets, pads and gloves available should you need them.

Net Safety

The net facilities at the ground are for the use of Members and Guests only. The nets can be used by Members at any time, however individuals use net facilities at their own risk outside of supervised times. Junior players must be supervised by an adult when using the nets outside of club training sessions.

Spikes are not to be used in the net area.

Good practice is requested of participants at all times when using the net facilities:

- When hard balls are in use, male batters must always wear pads, gloves, and a box when batting or keeping wicket; female batters must always wear pads and gloves when batting or keeping wicket
- Adult players are strongly advised to wear a helmet when batting or keeping wicket. All junior players must wear a helmet when batting or when wicketkeeping
- When retrieving the ball from the side of the net players should check that a ball is not about to be bowled in adjacent nets and use their foot or bat to take it out of the netting
- Batters should never put their head close to the side of nets when retrieving the ball and they should return the ball underarm
- Bowlers should never turn their back to the batter or stand at the side of the nets
- Bowlers must not cross a net when a bowler is running up to bowl

The Club adheres to safety guidance issued by the ECB including, but not limited to, the following:

- [Safety Measures for Helmets within Recreational Cricket](#)
- [ECB Safety Guidance on the Wearing of Cricket Helmets by Young Players](#)
- [ECB Fast Bowling Match Directives](#)
- [ECB Fielding Regulations](#)
- [ECB Guidelines for Junior Players in Open Age Cricket](#)
- [ECB Guidelines on Girls Playing in Boys Age Group Leagues and Competitions](#)
- [Concussion in Cricket](#)
- [ECB Safe Hands Policy](#)
- [ECB Safeguarding Adults Policy](#)

Full details can be found by clicking the hyperlinks above.