



Reporting Concerns Procedure

V.1.0 Summer 2023

EBBSFLEET UNITED WOMEN & YOUTH

Introduction

When a concern needs to be reported, we want to ensure that you know how to do this as quickly and effectively as possible, so that we can deal with it in the same way.

Reporting Pathways

If a child is in immediate risk of harm, then call the police on 999 or 112, or Kent Children's Services [03000 41 11 11](tel:03000411111) during office hours or [03000 41 91 91](tel:03000419191) Out of hours, or email them at social.services@kent.gov.uk

Any non-urgent concerns should be initially raised with your team coach or deputy coach, as appropriate. They will then share these with the appropriate Committee Member to discuss and review.

If the issue is a safeguarding one, then your coach will raise it with the Club Welfare Officer too, alternatively, you can contact the Club Welfare Officer directly, who is currently Sarah-Jane Heber-Hall O'Neill, either personally by phone on **07736 369 652** or by email safeguarding.euwfc@gmail.com

If the concern involves your coach, then please direct your concerns directly to the Club Welfare Officer.

If the concern implicates your Club Welfare Officer, then contact the Designated Safeguarding Officer for Kent FA who is currently Lucy Kidd safeguarding@KentFA.com Tel: **01622 791850**

Once a concern has been made, a member of the Club Committee will endeavour to respond to you within 24 hours of being informed of the matter, to discuss it in more detail and to explain and agree the next steps, based on the nature of the concern.

Further information, or evidence to support the concern may be required, and depending on the nature of the concern, other parties may be involved, to ensure that a thorough investigation and comprehensive resolution can take place, along with an opportunity for lessons learned to occur too.



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Whistleblowing

If anyone feels that their concern hasn't been properly dealt with or that a child is still at risk, you can use the FA's whistleblowing process. Whistleblowing brings inappropriate activity such as poor safeguarding practices to light. Please contact the Designated Safeguarding Officer for Kent FA who is currently Lucy Kidd safeguarding@KentFA.com Tel: 01622 791850

Amendments of this Policy

We may amend this Policy at any time, however if we do, then we will inform you and will place a revised version of the Policy on the EUWFC Website.