



Gloucestershire Cricket Foundation

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Terms of Reference – Safeguarding Committee

Introduction

The Gloucestershire Safeguarding Committee has been established to maximize the safety in our game. The focus of this group is to create a culture where all stakeholders feel safe and protected.

Objectives

To take ownership of, lead, influence and through positive collaboration and engagement, deliver improvements in, the following key development areas:

- 1- Define policy and procedures.
- 2- Oversee and manage all cases.
- 3- Education and record keeping.
- 4- Liaison with the ECB and other appropriate bodies on Safeguarding issues.
- 5- Reinforce the standards expected across all elements of the game.

Scope

- All Clubs, Leagues, Associations, and affiliated bodies within the area covered by the Gloucestershire Cricket Board.

Timescales

- This is an on-going programme.
- As projects move to the top of the priority list, target dates and interim milestones will be set.

Group Members

- Gloucestershire Cricket Foundation Chair.
- Gloucestershire County Safeguarding Officer.
- ECB Safeguarding team (Advisory capacity when required).
- Gloucestershire Cricket Foundation Operations Manager.
- Additional co-opted representatives when appropriate matters are being discussed.

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This will include the League Safeguarding Officers for the following leagues & Associations:

- Bristol & District Cricket Association.
- Bristol Youth Cricket League.
- Gloucestershire County Cricket League.
- North Somerset Cricket League (has Gloucestershire clubs in it).
- Stroud District Cricket Association (junior and senior).
- Cheltenham, Gloucester, Forest of Dean Cricket League.
- Cheltenham & Gloucester Junior League.
- Leadon Vale Junior League.
- Cotswold District Cricket Association (junior and senior women's & girls).
- Cotswold Hills Cricket League.
- West of England Cricket League.
- All GCB led competitions and leagues.
- Youth League Development Group.
- Senior Clubs and Competitions Group.
- Gloucestershire Associations of Cricket Officials (GACO).

Responsibilities

- Adopt the ECB's "Safe Hands" Policy.
- Must follow the ECB reporting mechanism for concerns and additionally define and publish a process for club members to respond to, record and report concerns which might arise either within the club, or outside of the club which links to the ECB reporting mechanism.
- Organise and train Club Safeguarding Officers to ensure compliance for the Safehands Management System. This also includes clubs who are out of scope.
- Ensure all new recruits to the Gloucestershire Cricket Foundation are fully inducted and adopt all safeguarding policies.
- Ensure the recruitment policy for new staff and volunteers has a safeguarding section.
- Ensure ECB guidance on all safeguarding matters is updated and shared across the relevant parties.
- Own and adhere to a Gloucestershire Safeguarding Operation Manual that is reviewed and updated through regular safeguarding committee meetings.

Methods

- Bi-monthly meetings, at least until the group has a track record of delivery and success.
- Initial review of all areas within the scope of the of the Group, and agreement of the top one (or maybe two) priorities.
- Development of an Action Plan to deliver the top priority item(s), using the volunteer and remunerated resources within the group.
- Once Action plans are in place and making good progress, review of priorities to select the next tasks and continue the cycle of improvement, hopefully tackling more items in parallel

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- Meetings, and minutes, will be action oriented.
- All group members will be expected to, alone or as a member of a small working group, to take ownership of and deliver tasks.
- Regular, coherent communication to all clubs and leagues, and other development groups.
- Work with external partners and use best practice where applicable.

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