

# Protocol for Responding to Disclosures

## Farley Cricket Club

Under no circumstances should a Club member carry out their own investigation into the disclosure. The person in receipt of a disclosure will do the following:

You need to:

- Stay calm.
- Keep an open mind.
- Listen carefully to what is said.
- Ask questions for clarification only and avoid asking questions that suggest a particular answer.
- Explain it is likely that you will need to share the information with others – do not keep secrets.
- Reassure the young person that they have done the right thing by telling you.
- Tell them what you will do next and with whom the information will be shared.
- Record in writing what was said using the young person's own words as soon as possible.
- Report the incident to the Club / County Board Welfare Officer or the ECB Welfare Case Officer.
- Do not tell the parents / carers.
- Keep information on a 'need to know' basis. The young person has a right for their privacy to be respected.
- The disclosure must be reported as soon as possible to the Co-ordinator who is nominated by Farley Cricket Club to act on their behalf in dealing with any matter relating to child protection.
- In the absence of the Co-ordinator or if the disclosure in any way involves the Co-ordinator then the report should be made to the Deputy Co-ordinator. If the disclosure implicates the Coordinator and the Deputy Co-ordinator then the report should be made to the County Welfare Officer.

### ***Disclosure of physical injury or neglect***

If a child has a physical injury or symptom of neglect, the Co-ordinator / Deputy Co-ordinator will:

- Contact the County Welfare Officer or the ECB Child Protection Manager for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.
- Seek medical help if needed urgently, informing the doctor of any suspicions.
- For lesser concerns, encourage parent / carer to seek help, but not if this places the child at risk of injury.
- Where the parent/carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Social Services direct for advice.
- Seek and follow advice given by ECB, if unsure whether or not to refer a case to Social Services.

### ***Disclosure of sexual abuse***

In the event of allegations or suspicions of sexual abuse, the Co-ordinator / Deputy Co-ordinator will:

- Contact the County Welfare Officer or the ECB Child Protection Manager for advice or Social Services Department Duty Social Worker for children and families or Police Child Protection Team direct. They will NOT speak to the parent/carer or anyone else.
- The Co-ordinator reserves the right to consult with one other Club leader.
- Seek and follow the advice given by the ECB if, for any reason they are unsure whether or not to contact Social Services / Police.
- If the disclosure causes you personal upset and distress it is recommended that you seek professional help. The Co-ordinator can advise in the first instance.

Farley Cricket Club, October 2008