



WEIGHTLIFTING WALES

CODI PWYSAU CYMRU

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Safeguarding Case Management Group (SCMG)

Overview

The SCMG shall be a group within Weightlifting Wales (WW) that has delegated authority for the Board to make decisions on all safeguarding related matters. It shall report any decisions and action taken to the Board but does not require any further authority from the Board to take and action decisions.

The Group shall be appointed by the Board or Nominations Subcommittee, following consultation with the Chair of the Committee.

Safeguarding and promoting the welfare of children is deeply embedded in the Weightlifting Wales (WW) provision of service for children and reflects the principles and practices outlined in [Working Together to Safeguard People](#). Weightlifting Wales has developed comprehensive policies and procedures that comply with the [Wales Safeguarding Procedures 2019](#).

Irrespective of the involvement of statutory agencies (police and children's social care or social services) or the outcome of any criminal proceedings, WW has a responsibility to apply its own case management systems to reported concerns. In the light of all relevant information, WW needs to form a view about the risk an individual may pose to children/vulnerable adults, how any risk may be managed and about the individual's suitability for their role within the sport.

Case management is the clear and robust process by which WW will receive, respond to, refer and manage child protection or safeguarding concerns. The Safeguarding Case Management Group (SCMG) is responsible for ensuring that all allegations, incidents or referrals relating to the safeguarding of children, young people and vulnerable adults are dealt with fairly and equitably within appropriate timescales. This includes the consideration of the results of DBS checks, issues relating to disciplinary matters and codes of conduct being broken.

Purpose

The purpose of the group shall be in particular and without limiting that responsibility to:

- Initially assess and agree any immediate actions/responses and determine the appropriate route for the case to be managed, providing the Safeguarding Lead and Deputy Officers with direction
- Consider the need for temporary/interim suspension orders.
- Review the progress of any cases including analysing any reports commissioned and determine whether any further actions are required.
- Inform the appropriate statutory agency where a report is made relating to concerns about suspected or actual abuse of a child or young person and comply with any directions or requirements they may make regarding the case.
- Monitor and review the progress of all cases and identify any trends emerging which may require a review of current policies and procedures.
- Consider any criminal records disclosure information in line with other appropriate policies.

Principles

- Ensure that all deliberations are focused with the welfare of the child, young person or vulnerable adult being the paramount concern taking precedence over those of any adult.
- All decisions made by the SMCG must be fair, open and transparent.
- Adopt an open-minded approach until all allegations/concerns have been investigated.
- All children have the right to be safeguarded and protected from abuse regardless of their age, ability, race, ethnic origin, gender, disability, religious or sexual orientation.
- All safeguarding matters will be regarded as highly confidential and not for disclosure outside the SCMG unless so agreed and this will be on a strictly need to know basis in accordance with the General Data Protection Regulation, the Data Protection Act 2018 and the Human Rights Act 1998.

Delegated Responsibilities

- To receive, assess, manage and deliver actions in accordance with Wales and WW safeguarding policies procedures.
- In order that cases can be processed with due confidentiality to those involved, the group has authority to make and action decisions within the guidelines of Wales and WW safeguarding policies and procedures without referral or approval from the Board.

Composition

- The Board shall appoint the Board Director with the most relevant experience as Chair of the Group.
- All members of the SCMG will be appointed by the Board following consultation with the Chair of the Group. All Group members will have experience or expertise in one or more areas.
 - Safeguarding for Children
 - Safeguarding for Adult

- Safeguarding for vulnerable Adults

Members

The Members of the Group shall be:

- Board Safeguarding Champion, WW Director
- Independent member not associated with WW, with Safeguarding experience
- Safeguarding Lead Officer
- Where the Board Safeguarding Champion is not available, other suitable directors from the Board Safeguarding sub-group may be called upon
- Where the Safeguarding Lead Officer is not available the Safeguarding Deputy Lead Officer will be called upon.
- Where the Safeguarding Lead or Deputy officers are involved in an investigation, they will not form part of the panel.
- WW will utilise the services of an external advisor/independent investigator to provide professional advice and/or carry out an independent investigation if it is felt that this additional level of support is required.

Meetings

- The Group shall meet as required and these should where possible be face to face meetings, essential notes of the meeting should be recorded.
- If virtual meetings are used these cannot be electronically recorded.
- The Group will report to WW Board as required through the SDM.
- Notes of each meeting shall be summarised to the Board by the SDM.

Other Responsibilities

Advise and support the Staff in ensuring that Wales safeguarding policy is adhered to at all times.