



Inspired Futsal Club

Safeguarding & Welfare Handbook

For players aged 5–16 and adult futsal teams

1. Introduction

Inspired Futsal Club is committed to providing a safe, positive and inclusive environment for all participants.

This handbook outlines the club's safeguarding responsibilities, welfare procedures, and expected behaviour for players, parents, coaches, volunteers and officials.

The welfare of children and young people is the club's highest priority. Everyone involved in the club shares a responsibility to promote safeguarding and to respond appropriately to concerns.

2. Safeguarding Policy

Inspired Futsal Club recognises its duty of care to safeguard and promote the welfare of children and young people.

All children have the right to enjoy futsal in a safe environment free from abuse, bullying, harassment or discrimination.

The club will:

- Prioritise the welfare of children.
- Ensure safe recruitment of staff and volunteers.
- Provide safeguarding training where appropriate.
- Respond promptly to safeguarding concerns.
- Work with parents, carers and external organisations to ensure the wellbeing of players.

3. Club Welfare Officer

The Club Welfare Officer (CWO) is responsible for safeguarding within Inspired Futsal Club.

Responsibilities include:

- Acting as the first point of contact for safeguarding concerns.
- Maintaining safeguarding records securely.
- Supporting coaches and volunteers with safeguarding matters.
- Liaising with relevant football authorities and safeguarding services when necessary.

Club Welfare Officer Details:

Name: Steven Jackson

Phone: 07398 147543

Email: stevenjackson71@yahoo.co.uk

4. Codes of Conduct – Players

Players representing Inspired Futsal Club must:

- Respect coaches, referees and teammates.
- Play fairly and follow the rules of futsal.
- Encourage and support teammates.
- Avoid bullying, discrimination or abusive behaviour.
- Respect club facilities and equipment.

Failure to follow this code may result in warnings, suspension from training or matches, or removal from the club.

5. Codes of Conduct – Parents and Guardians

Parents and guardians are expected to:

- Encourage children to enjoy playing futsal.
- Respect coaches, referees and club volunteers.
- Support positive behaviour and sportsmanship.
- Ensure children arrive and leave safely.
- Avoid aggressive or abusive behaviour at club events.

6. Codes of Conduct – Coaches and Volunteers

Coaches and volunteers must:

- Place player welfare first.
- Treat all participants equally and with respect.
- Maintain appropriate professional boundaries.
- Avoid inappropriate communication with players.
- Report safeguarding concerns immediately.

7. Incident / Safeguarding Concern Reporting

If a safeguarding concern is raised:

1. Stay calm and listen carefully.
2. Reassure the child that they did the right thing.
3. Record the concern as soon as possible.
4. Report the concern to the Club Welfare Officer.
5. If a child is in immediate danger call emergency services.

8. Safeguarding Incident Report Form

Reporter Name:

Role at Club:

Date of Report:

Child Name:

Team / Age Group:

Description of Concern:

Action Taken:

Signature:

Date:

9. Player Registration & Parent Consent Form

Player Name:

Date of Birth:

Team:

Parent / Guardian Name:

Emergency Contact:

Medical Conditions:

Allergies:

Medication:

Parent Consent Signature:

Date:

10. Photography & Media Consent

Inspired Futsal Club may use photographs or videos for club promotion.

Parents must give permission before images are used.

Personal details such as addresses or schools will never be published alongside images.

11. Safeguarding Flowchart

Concern raised → Listen → Record → Report to Club Welfare Officer →

Review and decide next steps → Refer to authorities if required → Action taken and recorded.

12. Anti-Bullying Policy

Inspired Futsal Club has a zero tolerance approach to bullying.

Bullying includes:

- Verbal abuse
- Physical intimidation
- Online harassment
- Social exclusion

All reports of bullying will be investigated and appropriate action taken.

13. Social Media Policy

Social media must be used responsibly by players, parents and coaches.

Guidelines include:

- Coaches should avoid private messaging with players.
- Offensive or abusive comments about players, referees or opponents are prohibited.
- Club accounts should only be managed by authorised adults.

14. Equality and Inclusion Policy

Inspired Futsal Club is committed to equality and inclusion.

The club will not tolerate discrimination based on:

- Gender
- Race or ethnicity
- Disability
- Religion or belief
- Sexual orientation

All players deserve equal opportunity to participate and develop.

15. Policy Review

This handbook will be reviewed annually to ensure it remains up to date with safeguarding guidance and best practice.

Approved by:

Club Chair: Russell Fryer

Club Welfare Officer: Steven Jackson

Review Date: 31/05/2027