

SLSGB Safeguarding Threshold Guidance Tool

Level 1: Organisational safeguarding culture	Level 2: Low Level Welfare Concern	Level 3: Significant Safeguarding Incident	Level 4: Serious Safeguarding concern
Reportable at club level		Reportable to SLSGB Safeguarding	

DEFINITION

The ethos, practices and policies that govern our safeguarding work.	Incident/s that raise a safeguarding concern but do <i>not</i> meet the threshold for significant harm or abuse.	Incident/s where a child or adult is <i>likely to be at risk of harm or abuse</i> . At this level, you should consider whether the situation meets one of the Care Act 2014 categories of adult abuse (Physical abuse, Sexual abuse, Domestic abuse, Modern slavery, Psychological/emotional abuse, Financial or material abuse, Neglect and acts of omission, Self neglect, Organisational/Institutional abuse, Discriminatory abuse) or the Children Act 1989 categories of child abuse (sexual abuse, physical abuse, emotional abuse, neglect).-neglect If the concern does <i>not</i> neatly fit one of those categories, you should still treat it as Level 3 if there is a risk of significant harm, including concerns linked to endemic bullying and/or mental health crisis, such as suicidal thoughts, suicide attempts, or self-harm.	Incident/s which involve an allegation of abuse and/or harm where the <i>alleged perpetrator</i> is a member of the Surf Life Saving club and/or SLSGB—such as a volunteer, coach, or staff member. This level also includes serious safeguarding incidents arising from organisational or systemic failings, including those linked to the design, delivery, or oversight of SLSGB programmes or events.
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INDICATORS

- We meet and uphold all 10 standards set by the Child Protection in Sport Unit to ensure robust safeguarding practice. - Safeguarding runs as a ‘golden thread’ through everything we do, embedded from the design of any programme right through to its completion. - We embed safeguarding throughout our organisation—not as a buzzword or a tick	For example,¹: - A parent raising a minor concern about the behaviour of a coach, volunteer, or another parent. - A low-level dispute or disagreement between children that does not involve harm e.g. such as a child pushing another in frustration, where intent to harm is not present.	For example: Position of Trust Concerns- Allegations of abuse (both recent and non-recent) involving individuals in a position of trust outside the club, where the concerns require coordination with statutory agencies (e.g., LADO, police, social care).	For example: - Persistent, significant, or deliberate emotional abuse by a coach, volunteer, or staff member. - Information disclosed through criminal record checks (e.g., DBS) that reveals relevant offences or concerning intelligence that requires risk assessment or potential suspension.
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¹ Please note these examples are not exhaustive but are to give an idea of each level. There are many more examples of safeguarding incidents for each level.

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box exercise, but as a meaningful and evidence-based practice that shapes how we plan, deliver, and review our work to ensure that no one is harmed through their involvement with us.	• Dispute or disagreement between children that does not involve harm e.g. such as a child pushing another in frustration, where intent to harm is not present. • Minor breaches of the code of conduct by a coach, volunteer, referee, or participant e.g. an inappropriate tone. • Low-level peer on peer unkindness or teasing, such as name calling. • A child attending a session when unwell or not fit to participate safely. • A parent consistently or occasionally arriving late to collect their child. • Minor wellbeing concerns, such as a child finding it difficult to make friends or struggling socially. • Concerns about friendship dynamics—for example, exclusion, jealousy, or group tensions that could escalate without support. • Low-level concerns about online interactions between young people connected to the club (e.g., unfriendly comments, exclusion from group chats).	Harmful or Concerning Behaviour Between Children • A child or young person displaying violent, sexualised, or harmful behaviour toward another child. • Repeated bullying incidents involving the same individuals, where behaviour is escalating or causing significant distress. Indicators of Serious Exploitation or Abuse Concerns relating to: • Radicalisation • Child sexual exploitation (CSE) • Child criminal exploitation (CCE) • Female genital mutilation (FGM) • Forced marriage • Online sexual harm (These always meet Level 3 due to statutory thresholds.) Serious Emotional or Mental Health Concerns • A child expressing significant mental health difficulties, including past or present self-harm, suicidal thoughts, or behaviours indicating a risk of significant harm. Disclosures or Evidence of Domestic Abuse • A child disclosing violence, coercive control, or abuse in the home that is likely to constitute domestic abuse. Sexual Harm or Sexual Abuse • A child or young person disclosing a sexual assault or any behaviour that implies they have experienced sexual harm. Neglect concerns where a child's basic needs are persistently not being met (e.g., lack of supervision, chronic hunger, unsafe living environment). Physical injury where the explanation is unclear, inconsistent, or raises concern.	• Any allegation that a staff member, volunteer, or coach has physically assaulted, harmed, or attempted to harm a child or young person. • An allegation that a coach, volunteer, or staff member is in, or attempting to form, an intimate or sexual relationship with a child or young person, including grooming behaviours. • Information indicating that a staff member, volunteer, or participant is subject to a criminal allegation, police investigation, or prosecution involving sexual, violent, exploitation related, drug related, or safeguarding related offences—whether inside or outside the sport environment. • Notification from another sport, organisation, employer, or governing body that an individual is the subject of a safeguarding investigation, disciplinary action, or imposed restriction. • Historical allegations of abuse or harm where the alleged perpetrator is (or was) an SLSGB staff member, coach, volunteer, or participant—especially where risk to current members may exist. • Concerns that a staff member or volunteer is being investigated by children's social care, for example: - allegations of abusing their own child - domestic abuse concerns - concerns about neglect, sexual harm, violent behaviour, or significant emotional harm within their family • Any behaviour by a staff member or volunteer that suggests grooming, boundary violations, or attempts to establish inappropriate contact with children or young people. • Serious breaches of the code of conduct or safeguarding policy that place children and/or adults at risk of harm. • Serious safeguarding incidents where harm arises from organisational or systemic failings within SLSGB or an affiliated club. This may include: – serious injury or death during an SLSGB session, competition, or beach event
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			– unsafe practice, inadequate supervision, or failure to follow required safety protocols – significant failure of risk assessment or risk management – failures in programme delivery that place children or young people at serious risk – any incident requiring Charity Commission Serious Incident Reporting due to harm caused, or potentially caused, by organisational practice.
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SUGGESTED ACTIONS			
Ensure all SLSGB safeguarding requirements are fully met, including up to date DBS checks, completion of all necessary safeguarding training, and confirmation that staff and volunteers have read and understood all relevant safeguarding guidance Regularly review, update, and quality assure safeguarding policies and procedures, ensuring they reflect best practice, current legislation, and learning from incidents, audits, and feedback across the organisation. Embed safeguarding as a standing item within Board governance, ensuring trustees provide effective oversight, monitor compliance with safeguarding standards, and champion a culture of safety across all areas of work.	1. Discuss the Concern With the Club Safeguarding Officer (CSO) or Deputy Safeguarding Officer (DSO) • Share the information promptly and agree on proportionate next steps. • Seek clarification if you are unsure whether the concern should be escalated. 2. Make a Written Record of the Concern and Any Decisions Made • Use the SLSGB Incident Form or the club's agreed reporting template. • Record: ○ what happened ○ who was involved ○ your actions ○ the rationale for decisions • Ensure all information is factual and objective. 3. Consider Supportive or Preventative Actions	If an individual is at immediate or imminent risk of significant harm emergency services e.g. ambulance, police etc. and/or statutory safeguarding services e.g. children's social care should be contacted first where required. 1. Notify SLSGB Safeguarding • Inform the SLSGB Safeguarding Manager via safeguarding@slsgb.org.uk as soon as possible. • Do this promptly, especially where the child and/or adult may be at risk. 2. Complete an SLSGB Incident Form • Complete the SLSGB Incident Form (found in the SLSGB Safeguarding Guidance). • Email it to the SLSGB Safeguarding Manager. 3. Follow Advice From SLSGB Safeguarding • SLSGB Safeguarding will review the information and advice on next steps. • This may include considering referrals to statutory services such as: ○ Children's Social Care	If an individual is at immediate or imminent risk of significant harm emergency services e.g. ambulance, police etc. and/or statutory safeguarding services e.g. children's social care should be contacted first where required. 1. Notify SLSGB Safeguarding Immediately • Inform the SLSGB Safeguarding Manager via safeguarding@slsgb.org.uk as soon as the concern arises. • Do this promptly, especially where the child and/or adult may be at risk. 2. Complete an SLSGB Incident Form • Fill out the SLSGB Incident Form (found in the SLSGB Safeguarding Guidance). • Email it to the SLSGB Safeguarding Manager. 3. Follow Advice From SLSGB Safeguarding • SLSGB Safeguarding will assess the concern and advise on next steps. • This almost always includes consideration of referrals to statutory safeguarding agencies. 4. Consideration of Statutory Referrals

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	Implement proportionate practical steps to resolve the issue and prevent recurrence. These may include: • Mediation or restorative conversations between individuals. • Refresher training or informal guidance for staff or volunteers. • Minor adjustments to club practices, such as: ◦ Changing room management ◦ communications and expectations ◦ drop-off/pickup arrangements ◦ supervision improvements 4. Monitor the Situation for Any Patterns or Escalation • Observe behaviour, attendance, and interactions. • Note whether the concern repeats or intensifies. • Escalate to Level 3 if risk emerges. 5. Consider Whether the Issue Connects to Wider Club Trends • Look for repeated low-level concerns involving: ◦ the same individual ◦ the same session or environment ◦ similar issues emerging across the club • Identify whether broader action or training is required. 6. Share Learning With Relevant Staff or Volunteers (Where Appropriate)	◦ Adult Social Care ◦ Police (if a crime or immediate risk) ◦ Mental health crisis teams • Referrals should be made <i>promptly</i> if risk of significant harm is identified. 4. Inform Parents/Carers Only Where Appropriate • Parents/carers should only be contacted when safe and appropriate. • Seek advice first where: ◦ parents/carers may be involved in the concern ◦ the young person may be placed at further risk ◦ the concern involves sexual harm, exploitation, or domestic abuse 5. Cooperate With Multiagency Safeguarding Processes operate With Multiagency Safeguarding Processes • Attend or contribute to any meetings requested by Social Care, Police, CAMHS, or other agencies. • Provide accurate information in a timely and confidential manner. 6. Provide Support to All Involved • Ensure the child, young person, or adult at risk receives appropriate support. • This may include: ◦ emotional reassurance ◦ wellbeing or mental health support ◦ signposting to additional services	SLSGB Safeguarding will determine which referrals are required, which may include: • Police (criminal allegations or immediate risk) • Children's Social Care • Adult Social Care • LADO (Local Authority Designated Officer – allegations against staff/volunteers) • PIPOT (Person in a Position of Trust) process • DBS Barring Service (if risk of harm criteria met) • Charity Commission (in cases involving governance or serious incident reporting) <i>Clubs should not make these referrals independently unless advised to or in an emergency.</i> 5. Case Management Team (CMT) • A Case Management Team will likely need to be convened in line with SLSGB Safeguarding Guidance. • The CMT will oversee risk management, referrals, decision-making, and next steps. 6. Follow the SLSGB Case Management Process • The full Case Management process must be followed, including documentation, risk planning, and implementation of any protective measures. 7. Internal Investigation (Only When Instructed) • An internal investigation may be required. • Do not begin an internal investigation until: ◦ SLSGB Safeguarding explicitly instructs the club to do so ◦ Confirmation is obtained from statutory services (Police / Social Care / LADO), if involved, that an internal process will not interfere with their investigations
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	- Without disclosing personal details, highlight any: - practice improvements - policy reminders - supervision adjustments - Reinforce shared responsibility for safe practice. 7. Review Whether Policies, Codes of Conduct, or Expectations Need Reinforcement - A simple reminder or club wide communication may prevent future concerns. - Consider whether additional training or clarification is needed. 8. Document All Follow Up Actions Up Actions - Record actions taken and any subsequent changes. - Ensure records are: - secure - confidential - accessible only on a need-to-know basis - Good documentation ensures continuity and accountability.	7. Maintain Accurate, Secure and Confidential Records - Record: - the concern - conversations - decisions - referrals - outcomes - Store all safeguarding records securely and with restricted access. 8. Review Learning and Risk Management After the concern has been addressed: - Review whether updates are required to risk assessments, policies, procedures, or training. - Identify any organisational learning that could reduce future risk.	8. Inform Parents/Carers Where Appropriate - Only inform parents/carers when it is safe and appropriate, and after advice from SLSGB Safeguarding and/or statutory services. - Do not inform parents if doing so may place a child at further risk or interfere with investigations. 9. Co-operate Fully With Statutory and Multiagency Processes - Attend meetings, share information, and follow all guidance from Police, Social Care, LADO, PIPOT, or other agencies. 10. Provide Support to All Involved - Ensure appropriate welfare and emotional support for: - the child or young person - their family - staff or volunteers affected by the allegation - This may include signposting to mental health or crisis services. 11. Maintain Secure and Confidential Records - Keep detailed, accurate, and confidential records of: - the incident - all actions taken - referrals - decisions - outcomes - Store records securely and restrict access on a need-to-know basis. 12. Review Learning and Risk Management After the case concludes:
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			• Review club policies, risk assessments, training needs, and procedures. • Implement any required changes to strengthen safeguarding practice. • Consider whether wider organisational learning is needed.
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