



REPORTING PATHWAY

What to do when you have a concern



Routine question or concern

For example:

- playing time or rotations
- team communication
- general behaviour
- club information



Behaviour or conduct concern

For example:

- breach of Code of Conduct
- bullying, harassment or discrimination
- inappropriate behaviour
- member wellbeing



Immediate safety concern

For example:

- risk of harm to a child or young person
- unsafe environment
- serious misconduct
- illegal behaviour

Speak to the Coach or Team Manager privately

Resolved?

No

Yes

Finished

**Contact the MPIO
Holli Swindail**



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Ensure safety first

If someone is at immediate risk of harm, contact emergency services (000) and/or follow the Club's safeguarding pathway.

Also notify the MPIO as soon as practicable.

The MPIO will:

- Listen and record basic information
- Explain the process
- Refer to the appropriate person (e.g. President, Committee, safeguarding pathway, TBAWA)
- Ensure the request is acknowledged, allocated and progressed
- Follow up to ensure the person who raised the concern receives appropriate communication

Formal process or outcome

The matter is managed by the appropriate authorised person (e.g. Committee) in line with the Club's policies and, where relevant, TBAWA processes. The MPIO will keep track of progress and help ensure the request is responded to.

