



Balsall Common Run Club

Safeguarding Policy 2025

1. Introduction

Balsall Common Run Club (BCRC) acknowledges its responsibility to safeguard the welfare of adults at risk and is committed to working to provide a safe environment for all of its members. BCRC is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and England Athletics (EA) requirements.

BCRC also subscribes to the UK Athletics (UKA) and the four Home Country Athletics Federations (HCAF) policy, which agree that;

- Everyone has the right to live free from abuse or neglect, regardless of age, ability, disability, sex, race, religion, ethnic origin, sexual orientation, marital or gender status
- We are committed to creating and maintaining a safe and positive environment and an open, listening culture where people feel able to share concerns without fear of retribution
- We collectively acknowledge that safeguarding is everybody's responsibility and we are committed to the prevention of abuse and neglect through safeguarding the welfare of all adults involved in our sport
- UK Athletics and the four HCAFs recognise that health, wellbeing, ability, disability and need for care and support can affect a person's resilience
- We recognise that some people experience barriers, for example, to communication in raising concerns or seeking help. We recognise that these factors can vary at different points in people's lives
- We recognise that there is a legal framework within which sports need to work to safeguard adults who have needs for care and support, and for protecting those who are unable to take action to protect themselves
- We will act in accordance with the relevant safeguarding adult legislation and with local statutory safeguarding procedures



- Actions taken by UKA and the four HCAFs will be consistent with the principles of adult safeguarding, ensuring that any action taken is prompt, proportionate and that it includes and respects the voice of the adult concerned

The UKA policies can be viewed on line, by clicking on the links below;

[Adult Safeguarding Policy & Procedures | UK Athletics](#)
[Safeguarding | UK Athletics](#)

2. Definitions

An adult at risk is an individual aged 18 years and over who;

- has needs for care and support (whether or not the Local Authority is meeting any of those needs)
- is experiencing, or at risk of, abuse or neglect
- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of, abuse or neglect

3. Recognised Roles

BCRC has an appointed a Lead Welfare Officer (LWO) in line with EA guidance. The LWO will or has attended a suitable course to provide training and is the first point of contact for all club members regarding concerns for the welfare of any vulnerable person. The LWO will be familiar with the procedures for referring any concerns and following safeguarding policy. They will also play a proactive role in increasing an awareness of poor practice and abuse amongst club members.

A local register of any incidents raised by club members, run leaders or the committee will be maintained by the LWO. Incidents recorded in the register may be used by the Committee in relation to Section **26.1** of the Club Constitution (Complaints and Disputes) or Section **10** of the Club Constitution (Cessation of Membership).

BCRC also has an Additional Welfare Officer (AWO) to support the LWO. They can be contacted as follows:

- LWO – Scott Meacham – Contact telephone: 07855 492039
- AWO – Natalie Horlor – Contact telephone: 07827 015541
- Email contact – safeguardingbcrc2014@gmail.com



BCRC also has a number of Run Leaders who are club members who have completed the Leader in Running Fitness course. They are;

- Jill Fedeski
- Martin Poole
- Mel Hughes
- Mike Pennell
- Natalie Horlor
- Nicky Baker

- Nigel Parker
- Steph Acford
- Tasha Blacklock
- Dawn Court
- Rhys Mainwaring
- Emma Samuel

All Officers, Welfare Officers, Run Leaders and members of the club have a responsibility to uphold the welfare policies and procedures, adhere to good practice and to respond to any suspected breaches.

This safeguarding policy will be actively promoted to all club members and is available on the club's website.

4. Statement of good practice

The club will adhere to the accepted ethical framework for best practice outlined in the Safeguarding adults in athletics policy. Run Leaders and Welfare Officers will abide by the relevant codes of conduct outlined on UKA website which can be viewed on line, by clicking on the links below;

[Codes-of-Conduct-Coaches-March-2023.pdf \(uka.org.uk\)](#)
[codes-of-conduct-club-welfare-officer.pdf \(uka.org.uk\)](#)

Any club member, carer or member of the public who is concerned that these standards are not maintained, or about poor practice or possible abuse should report this immediately - see section 8 below.

5. Recruitment, selection and training

In line with EA guidance, the following club roles will all have DBS clearance;

- All qualified Run Leaders
- All Welfare Officers
- Coaches, Officials, team managers and support staff (physios etc) – *should these roles be created within Balsall Common Run Club in future*



The club's Welfare Officers will maintain a register of all club roles with DBS clearance. This will be stored in the welfare section of the club's membership MS Excel record. It will be available for all Officers to access at any time.

All roles identified above will not commence duties with adults at risk until their DBS has cleared and has been registered by a club Welfare Officer. Welfare Officers are responsible for ensuring the DBS certification register is kept up to date, including removing those who are no longer in their role or whose certification/registration has expired.

6. Induction

All Leaders and Committee members will be provided with this safeguarding policy and if relevant the appropriate Code of Conduct as part of their induction, to ensure they are aware of their roles and responsibilities with respect to safeguarding.

7. Training

All Run Leader, Coaches and Welfare Officers will have completed their On-line Safeguarding in Athletics training (Tier 1 as a minimum), available through England Athletics Hub Portal and will undertake refresher training every three years.

The club's Lead Welfare Officer will maintain a register of all club roles completing this training. This will also be stored in the welfare section of the club's membership MS Excel record, so that it is available for all Committee members to access at any time.

All new appointments in role, will be expected to complete relevant training within three-months of taking up their role, and undertake refresher training every three years.

8. Responding to disclosure, suspicions and allegations

All club members, Leaders, Committee members and members of the public have a responsibility to report any concerns about the welfare of an adult at risk, using the flowchart on page 19 of EA Safeguarding Adults welfare policy; see link below;

[Adult-Safeguarding-Policy-2023.pdf \(uka.org.uk\)](#)

Any concerns should be reported immediately to the Club's designated Welfare Officers. If you have any immediate concerns about adults, or if the Club's Welfare Officers are not available, please contact Solihull's Multi-agency Safeguarding Hub (MASH) on 0121 704 8007 (outside office hours in an emergency: 0121 605 6060).



Other agencies may be contacted as follows;

- Police: 101 (or 999 in an emergency)
- Elder Abuse Helpline: 0808 808 8141
- Care Quality Commission: 0845 015 0120

Solihull's MASH link and SMBC Adult Social Care reporting portal can also be accessed via the links below;

[Solihull Multi-Agency Safeguarding Hub \(MASH\) \(solgrid.org.uk\)](https://solgrid.org.uk)

[SMBC Web Form \(solihull.gov.uk\)](https://solihull.gov.uk)

If you have not already reported any concerns to one of the Club's Welfare Officers you must do so as soon as possible, and at least within 24 hours. The Club's Welfare Officers are always available to talk through any safeguarding concerns or questions you may have.

9. Breaches of this policy

If any member or individual associated with BCRC in any capacity, feels that there have been breaches in the codes of conduct or this safeguarding policy, they should discuss this with one of the Club's Welfare Officers.

If the matter is not resolved, any individual involved at any level of the sport of athletics can raise concerns with UK Athletics for investigation as outlined in the EA Whistleblowing policy. See link below:

[UKA-Whistle-Blowing-December-2022.pdf](#)

10. Policy agreement

Policy adopted in April 2025. For review – April 2026