**Club Safeguarding Checklist**

Completing this checklist will help bowls clubs to provide a safe and welcoming environment for all and in particular children and adults at risk.

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| **Check List** | **Yes** | **No** | **Action Required** | **By Whom** | **By When** |
| Club Safeguarding Officer |  |  |  |  |  |
| Safeguarding Children Policy |  |  |  |  |  |
| Safeguarding Adults Policy |  |  |  |  |  |
| Recruitment Policy  (staff, coaches & volunteers) |  |  |  |  |  |
| Equity Policy |  |  |  |  |  |
| Photography and Video Recording Policy |  |  |  |  |  |
| Anti-bullying Policy |  |  |  |  |  |
| “Whistle-blowing” Policy |  |  |  |  |  |
| Guidelines on transportation of children |  |  |  |  |  |
| Guidelines on the supervision of children |  |  |  |  |  |
| Late collection/pick up procedure for child bowlers |  |  |  |  |  |
| Codes of Conduct  (parents/coaches/children)  Preferably signed and recorded |  |  |  |  |  |
| Disciplinary Procedures (adopted NGB or club’s own) |  |  |  |  |  |
| Risk Assessment eg. for events |  |  |  |  |  |
| Made parents aware of the Safeguarding Policies and Procedures |  |  |  |  |  |
| Club members, coaches and volunteers have attended appropriate training |  |  |  |  |  |
| Relevant contact details for all key people/agencies are displayed on the Club noticeboard and / or website – (template available from BDA website).  • NGB Safeguarding Lead  • County Safeguarding Officer  • Club Safeguarding Officer  • Local Child Social Care/MASH  • Local Adult Social Care/MASH  • Local PCSO  • NSPCC |  |  |  |  |  |