

Badminton England Safeguarding and Protecting Children and Young People Policy

Document History and Change Control

Date policy change approved by the Board of Directors	Change occurrence	Date last reviewed	Date for next review	File stored
24 Sep 2025	Minor Updates: Changes to language and reference to LCSBs.	25 July 2023	July 2027	
25 July 2023	Significant Updates: Section 7 – Positions of Trust updated to reflect changes to legislation (Sexual Offences Act 2003) Minor Updates: Changes to language to provide clarity and consistency/to align with supporting documents and legislation. Removal of repetitive points.	26 May 2021	July 2025	
26 May 2021	Clarity and tidying up. Reference to using the new Disciplinary Regulations to manage cases.	29 May 2019	May 2023	
29 May 2019	No significant changes – minor updates	18 April 2017	May 2021	
18 April 2017	Minor amendments	28 January 2015	May 2019	

28 January 2015		28 November 2012	January 2017	
28 November 2012			28 November 2014	

Version No: 10
Reason: **Update**
Approved By: Board of Directors
Approval Date: 24/09/2025
Review Date: July 2027
Reviewer: Safeguarding Manager

SAFEGUARDING AND PROTECTING CHILDREN AND YOUNG PEOPLE POLICY

1. Introduction

- 1.1 Badminton England is committed to creating and maintaining a safe and positive environment for everyone to enjoy badminton. We accept our responsibility to safeguard the welfare of all children and young people¹ and protect them from poor practice, abuse and bullying.
- 1.2 We know that sport has the power to play an undeniably significant role in our wellbeing and it is widely recognised that, for more people to play and enjoy their sport, they need to feel supported and be safe. The importance of this has never been greater.
- 1.3 Badminton England Safeguarding and Protecting Children and Young People Policy and supporting procedures apply to all individuals, whether paid or in a voluntary capacity.
- 1.4 Everyone in badminton has a responsibility to safeguard and protect children and young people within the sport, to act appropriately, and to report concerns.

2. Principles

- 2.1 This Policy has been developed on the following principles:
 - 2.1.1 Safeguarding is everybody's responsibility.
 - 2.1.1 All children and young people, regardless of their age, disability, gender reassignment, marital/civil partnership status, pregnancy/maternity, race, religion or belief, sex, or sexual

¹ Children and Young people are those aged under 18 years.

orientation have the right to be protected from abuse and to enjoy all aspects of badminton in safe and positive environment, this includes playing, volunteering and in leadership or coaching roles.

- 2.1.2 The welfare of the child is paramount.
- 2.1.3 The rights, dignity and worth of all children and young people should always be respected.
- 2.1.4 All concerns will be taken seriously and responded to quickly and appropriate support will be provided to those involved.
- 2.1.5 Everyone should feel empowered to protect themselves and others, sharing concerns at the earliest opportunity.
- 2.1.6 Badminton England recognises the role and responsibilities of the statutory agencies in Safeguarding young people and fully complies with the procedures of local multi-agency Safeguarding partnerships.
- 2.1.7 Working in partnership with parents, carers, children and young people themselves is essential.

3. Roles and Responsibilities

3.1 Badminton England have responsibility for:

- 3.1.1 Setting clear priorities for safeguarding, and promoting the welfare of children and young people, through the provision of training, education, policies and procedures.
- 3.1.2 Developing and implementing safeguarding standards across the sport at all levels and across all ages.
- 3.1.3 Ensuring a clear line of accountability within the organisation for work on safeguarding and promoting the welfare of children and young people.
- 3.1.4 Recruitment procedures that take account of the need to safeguard and promote the welfare of children and young people, including arrangements for appropriate checks on staff and volunteers.²
- 3.1.5 Taking action by promptly responding to and investigating any safeguarding concerns or allegations.
- 3.1.6 Have arrangements in place to work effectively with other organisations to safeguard and promote the welfare of children, including information sharing protocols.
- 3.1.7 A culture of listening to and engaging in dialogue with children and young people, seeking their views in ways appropriate to their age and understanding.
- 3.1.8 Embedding a culture that enables issues about safeguarding and promoting the welfare of children and young people to be addressed by supporting and advising the badminton community on safeguarding matters.
- 3.1.9 Appropriate whistle blowing procedures and a route to submit a complaint if anyone is unhappy with the action taken by the Badminton England Safeguarding Team.

² Recruitment guidelines are found on the Badminton England website.

3.2 Badminton England County Associations are required to:

- 3.2.1 Adopt and implement the Badminton England Safeguarding and Protecting Children and Young People Policy and endorse safeguarding best practice in their association.
- 3.2.2 Appoint a County Welfare Officer in line with the Badminton England safeguarding guidelines and role description.
- 3.2.3 Provide access to appropriate training and support for those who have responsibility in relation to children and young people.
- 3.2.4 Ensure that all county committee members, coaches and relevant personnel are aware of their responsibility for safeguarding and protecting children and young people in badminton.
- 3.2.5 Implement a policy of best practice and adhere to the Badminton England Codes of Ethics and Behaviour.
- 3.2.6 Ensure that all volunteers are recruited according to the Badminton England recruitment guidelines, this includes ensuring those working in Regulated Activity with young people complete an enhanced DBS disclosure application with Badminton England and all qualified coaches are coaching members of Badminton England.
- 3.2.7 Ensure that all concerns and reported cases are managed in line with Badminton England policy and procedures, this includes effective reporting to national level when appropriate.
- 3.2.8 Ensure, as a minimum, that all affiliated junior clubs, affiliated clubs with junior members and affiliated clubs competing in leagues within the county, adopt the Badminton England Safeguarding and Protecting Children and Young People Policy and follow best practice.
- 3.2.9 Support Club Welfare Officers to fulfil their role and responsibilities.

3.3 All Badminton England affiliated junior clubs, affiliated clubs with junior members and affiliated clubs competing in leagues are required to:

- 3.3.1 Adopt and implement the Badminton England Safeguarding and Protecting Children and Young People Policy, procedures and guidelines.
- 3.3.2 Appoint a Club Welfare Officer in line with the Badminton England guidelines and role description.
- 3.3.3 Provide access to appropriate training and support for those who have responsibility in relation to children and young people.
- 3.3.4 Ensure that all committee members, coaches and club members are aware of their responsibility for safeguarding and protecting children and young people in badminton.
- 3.3.5 Implement a policy of best practice and adhere to the Badminton England Codes of Ethics and Behaviour.
- 3.3.6 Work in partnership with parents/carers and young people within the club.
- 3.3.7 Ensure that all staff/ volunteers working with young people are recruited according to the Badminton England recruitment guidelines this includes ensuring those working in

Regulated Activity³ with young people complete an enhanced DBS disclosure application with Badminton England and all qualified coaches are coaching members of Badminton England.

- 3.3.8 Ensure that all concerns and reported cases are managed in line with Badminton England Policy and procedures, this includes reporting to county or national level as appropriate.

4. Prohibited Conduct

- 4.1 Best practice must be observed by all adults working with children and young people in both a paid and voluntary capacity, the following practice must be avoided, including but not limited to:
- 4.1.1 Spending time alone with children and young people away from others.
 - 4.1.2 Inviting or allowing a child or young person to stay at their home.
 - 4.1.3 Transporting a child or young person in a car alone.
 - 4.1.4 Engaging in rough, physical or sexually provocative games with children and young people.
 - 4.1.5 Sharing a room with a child or young person.
 - 4.1.6 Allowing or engaging in any form of inappropriate physical touching or sexual contact or behaviour.
 - 4.1.7 Using or allowing children and young people to use inappropriate language unchallenged.
 - 4.1.8 Making sexually suggestive comments to a child or young person.
 - 4.1.9 Failing to respond and report concerns⁴ when allegations/disclosures are made by a child or young person.
 - 4.1.10 Doing things of a personal nature for a young person that they can do for themselves. This does not preclude anyone attending to an injured/ill young person or rendering first aid.
 - 4.1.11 Departing from the Badminton club or agreed meeting point before the safe dispersal of all children and young people is complete.
 - 4.1.12 Humiliating or undermining a child or young person or acting in a way that negatively affects their self-esteem.
 - 4.1.13 Treating some children and young people more favourably than others.
 - 4.1.14 Creating a dependent relationship between themselves and a child or young person, failing to maintain appropriate boundaries.
 - 4.1.15 Private telephone calls, texts, social network messages/contact and emails without parental consent or knowledge.⁵

5. Consequences

³ Regulated Activity in badminton includes roles that regularly involve: coaching, training, instructing, giving advice or guidance. Regular means once a week or more or 4 times in a month, or overnight. For more information see the Badminton England website: www.badmintonengland.co.uk/DBS

⁴ The procedure for reporting a Safeguarding concern can be found on the Badminton England website.

⁵ See supporting guidance on the Badminton England website.

- 5.1 Individuals who do not observe best practice with children and young people, breach the Badminton England Safeguarding and Protecting Children and Young People Policy and/or the Badminton England Codes of Conduct will be investigated by Badminton England in accordance with the Badminton England Disciplinary Regulations.
- 5.2 It shall be a ground for action to be taken where an organisation/person over whom Badminton England has jurisdiction is found to have harmed the safety and/or welfare of a child or young person, or whose conduct (whether in badminton or not) is deemed to pose an actual or potential risk of harm to the safety and/or welfare of a child or young person in badminton.

6. Whistleblowing

- 6.1 All suspicions and allegations must be taken seriously and appropriately reported. It is recognised that strong emotions can be aroused particularly in cases where any form of abuse or poor practice is suspected or where there is loyalty, sometimes misplaced, to a colleague or someone who is known to you.
- 6.2 Individuals may not express concerns because they fear harassment or victimisation. In these circumstances it is important to understand these feelings but not to allow them to interfere with the need to ensure that concerns are reported appropriately. Not acting is not an option and in certain circumstances non reporting of a concern may be considered a disciplinary issue.
- 6.3 Badminton England is committed to the highest possible standards of openness, honesty and accountability. In line with that commitment, all members are encouraged to come forward and share any concerns. It is recognised that certain cases will have to proceed on a confidential basis.
- 6.4 Badminton England will support any individual who reports any concerns relating to the welfare of children and young people, poor practice or possible abuse in good faith but who feels unable to communicate those concerns to their welfare officer (County or Club) or follow normal procedures for any reason.
- 6.5 If there is a concern about the welfare of a child or young person, or with regard to the behaviour of an adult towards a young person, or child-on-child abuse, concerns should be shared with the Badminton England safeguarding team.
- 6.6 All information received will be treated in confidence and only shared on a 'need to know' basis with those individuals who will be able to manage and resolve the situation. It may be necessary to seek advice from and/or inform the statutory agencies e.g. the police or Children's Social Care.
- 6.7 All concerns will be taken seriously and managed according to the Safeguarding and Protecting Young People in Badminton Policy and Badminton England Disciplinary Procedures.
- 6.8 Where an individual feels unable to report concerns with Badminton England the NSPCC Whistleblowing advice line can be contacted on 0800 028 0285 or by emailing help@nspcc.org.uk

7. Positions of Trust

- 7.1 An adult, aged 18 or older, in a position of authority or responsibility over a child or young person is in a position of trust. This is defined by the activity that they carry out in relation to the child, namely, coaching, teaching, training, supervising or instructing, whether in a

paid role or as a volunteer. This relationship can be described as one where the adults is in a position of power and influence by virtue of their role.

7.2 It is a criminal offence for any person in a position of trust to have a sexual or intimate relationship with a child or young person under 18 years old, even if the relationship is deemed to be consensual.

7.3 Any sexual activity, including online activity, between someone in a position of trust and a child or young person should be reported.

8. Monitoring and Review

8.1 This Policy has been developed based on the principles contained within UK and international legislation and Government guidance, complementing local multi-agency safeguarding procedures. This policy will be reviewed every two years, or whenever there is a major change in legislation, statutory guidance or significant organisational change.

9. Further Information

9.1 This policy is supported by the following documents:

- Badminton England safeguarding best practice documents
- Badminton England Disciplinary Regulations
- Badminton England Child Protection Records, Retention & Storage Policy
- Badminton England Codes of Ethics and Behaviour
- Badminton England safeguarding flowchart for reporting concerns and taking action
- Badminton England Whistleblowing Policy

These documents can be accessed on the Badminton England website or by emailing safeguarding@badmintonengland.co.uk



Badminton England

Safeguarding Adults Policy

Document History and Change Control

Date policy change approved by the Board of Directors	Change occurrence	Date last reviewed	Date for next review	File stored
9 Oct 2024	Policy rewritten to reflect current best practice guidance from Ann Craft Trust and procedural information removed.	October 2024	October 2026	
25 May 2022	General update and clarification of terminology; renaming of policy	December 2020	May 2024	
December 2020	General update and clarification of terminology	September 2017	December 2022	

Version No: 5
Reason: **Update**
Approved By: The Board of Directors
Approval Date:
Review Date:
Reviewer: Safeguarding Manager



SAFEGUARDING ADULTS POLICY

1. Introduction

- 1.1 Badminton England is committed to creating and maintaining a safe and positive environment for everyone to enjoy badminton. We accept our responsibility for safeguarding adults at all levels in accordance with legislation.¹
- 1.2 We know that sport has the power to play an undeniably significant role in our wellbeing and it is widely recognised that, for more people to play and enjoy their sport, they need to feel supported and be safe. The importance of this has never been greater.
- 1.3 We will provide the best safeguarding standards, upholding the rights of all adults to live a life free from harm, abuse, exploitation and neglect. This extends to recognising and reporting harm experienced anywhere, including within our activities, in the community, in the person's own home and in any care setting.
- 1.4 Our Safeguarding Adults Policy applies to all adults involved in our sport.

2. Purpose

- 2.1 The purpose of our Safeguarding Adults Policy is to:
 - Demonstrate the commitment of Badminton England to safeguarding adults and stop abuse and neglect wherever possible.
 - Safeguard adults in a way that supports them in making choices and having control about how they want to live.
 - Raise awareness so that the badminton community, alongside Badminton England, play their part in identifying and preventing abuse and neglect.

¹ The Care Act 2014

3. Principles

3.1 This Policy has been developed on the following principles:

- 3.1.1 Everyone has the right to live free from abuse or neglect regardless of age, ability or disability, sex, race, religion, ethnic origin, sexual orientation, marital or gender status.
- 3.1.2 Badminton England is committed to creating and maintaining safe and positive environments and an open, listening culture where people feel able to share concerns without fear of retribution.
- 3.1.3 Safeguarding is everybody's responsibility, and we are committed to preventing abuse and neglect through safeguarding the welfare of all adults involved in our activities.
- 3.1.4 Health, wellbeing, ability, disability and need for care and support can affect a person's resilience. We recognise that these factors can vary at different points in people's lives.
- 3.1.5 Badminton England recognises 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.
- 3.1.6 Actions taken by Badminton England 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.

4. Roles and Responsibilities

4.1 Badminton England will have responsibility for:

- 4.1.1 Setting clear priorities for safeguarding and promoting the welfare of everyone through the provision of training, education, policies and procedures.
- 4.1.2 Developing and implementing safeguarding standards across the sport at all levels and across all ages.
- 4.1.3 Ensuring a clear line of accountability within the organisation for work on safeguarding and promoting the welfare of all involved in the sport.
- 4.1.3 Ensuring the badminton community is aware of the safeguarding adult procedures and knows what to do and who to contact if they have a concern relating to the welfare or wellbeing of an adult.

- 4.1.4 Taking action by promptly responding to any concern shared in line with the Badminton England Safeguarding Adults Policy and supporting procedures.
- 4.1.5 Actively supporting adults to communicate their views and the outcomes they want to achieve. Those views and wishes will be respected and supported unless there are overriding reasons not to.
- 4.1.6 Taking action when concerns are reported that respects the rights and dignity of all those involved and be proportionate to the risk of harm.
- 4.1.7 Having arrangements in place to work effectively with other organisations to safeguard and promote the welfare all individuals.
- 4.1.8 Maintaining confidential, detailed and accurate records of all safeguarding concerns, keeping all information secure in line with our Data Protection Policy and supporting procedures.
- 4.1.8 Following safe recruitment practices to assess the suitability of volunteers and staff to prevent the employment/deployment of unsuitable individuals within the badminton community.
- 4.1.9 Considering the risk to the safety of all adults from abuse and neglect when planning activities and events.

4.2 Badminton England County Associations are required to:

- 4.2.1 Adopt and implement the Badminton England Safeguarding Adults Policy and endorse safeguarding best practice in their association.
- 4.2.2 Appoint a County Welfare Officer in line with the Badminton England supporting guidance.
- 4.2.3 Ensure that all county committee members, coaches and relevant personnel are aware of their responsibility for safeguarding adults in badminton.
- 4.2.4 Implement a policy of best practice and adhere to the Badminton England Codes of Ethics and Behaviour.
- 4.2.5 Follow safe recruitment practices to assess the suitability of volunteers and staff to prevent the employment/deployment of unsuitable individuals within the badminton community.
- 4.2.6 Ensure that all concerns and reported cases are managed in line with Badminton England policy and procedures, this includes effective reporting to national level.

4.2.7 Ensure, as a minimum, that all affiliated clubs and affiliated clubs competing in leagues within the county, adhere to the Badminton England Safeguarding Adults Policy and follow best practice.

4.2.8 Support Club Welfare Officers to fulfil their role and responsibilities.

4.3 All Badminton England affiliated clubs and environments are required to:

4.3.1 Adopt and implement the Badminton England Safeguarding Adults Policy, procedures and guidelines.

4.3.2 Appoint a Club Welfare Officer in line with the Badminton England guidelines and role description.

4.3.3 Provide access to appropriate training and support.

4.3.4 Ensure that all everyone, including coaches and club members are aware of their responsibility for safeguarding and promoting the welfare of everyone.

4.3.5 Implement a policy of best practice and adhere to the Badminton England Codes of Ethics and Behaviour.

4.3.6 Follow safe recruitment practices to assess the suitability of volunteers and staff to prevent the employment/deployment of unsuitable individuals within the badminton community.

4.3.7 Ensure that all concerns and reported cases are managed in line with Badminton England Policy and procedures.

5. Consequences

5.1 Individuals who do not observe best practice, breach the Badminton England Safeguarding Adults Policy and/or the Badminton England Codes of Ethics and Behaviour will be investigated in accordance with the Badminton England Disciplinary Regulations.

5.2 It shall be a ground for action to be taken where an organisation/person over whom Badminton England has jurisdiction is found to have harmed the safety and/or welfare of any individual, or whose conduct (whether in badminton or not) is deemed to pose an actual or potential risk of harm to the safety and/or welfare of others.

6. Whistleblowing

- 6.1 All suspicions and allegations must be taken seriously and appropriately reported. Not acting is not an option and in certain circumstances non reporting of a concern may be considered a disciplinary issue.
- 6.2 Individuals may not express concerns because they fear harassment or victimisation. In these circumstances it is important to understand these feelings but not to allow them to interfere with the need to ensure that concerns are reported appropriately.
- 6.3 Badminton England is committed to the highest possible standards of openness, honesty and accountability. Any individual who reports a concern relating to the welfare of others, poor practice or possible abuse in good faith will be supported. This extends to participants, coaches, volunteers, parents, officials or members of the public wishing to raise a safeguarding concern.
- 6.4 All information received will be treated in confidence and only shared on a 'need to know' basis with those individuals who will be able to manage and resolve the situation. It may also be necessary to seek advice from and/or inform the statutory agencies e.g. the police or the Local Authority.
- 6.5 If any individual is not satisfied with the response from Badminton England and believe that any adult remains at risk of abuse or harm, they should contact their local police and/or their Local Authority Adult Social Care.

7. Monitoring and Review

- 7.1 This policy and the supporting procedures shall be reviewed no less than every two years and whenever there are changes in relevant legislation and/or government guidance, as required by the Local Safeguarding Board, UK Sport, Sport England or as a result of any other significant change or event.

8. Relevant Policies

- 8.1 This policy should be read in conjunction with the following Badminton England policies and supporting documents:
 - Badminton England Safeguarding Adults Supporting Procedures
 - Badminton England Codes of Behaviour and Ethics
 - Badminton England Disciplinary Regulations
 - Equality and Diversity Policy

Available from the Badminton England website: www.badmintonengland.co.uk