

WELFARE OFFICER

SUPPORTING THE MEMBERS

THE ROLE CAN BE
SPLIT INTO **THREE AREAS**

1

MANAGING INCIDENTS

Reporting:

- Serious Safeguarding concerns to the UK Athletics Lead Safeguarding Officer
- Criminal issues to the England Athletics Club Compliance Manager
- Urgent matters to the local Childrens Services or Police

Less serious welfare issues are managed together with myself and members of the committee, **ideally using mediation** to help resolve the issue.

2

CLUBS VOLUNTEERS

All volunteers in the Club go through a recruitment process:

- Asking for reference
- Completed DBS check
- Learning about their skillset and experience.

3

POLICIES & PROCEDURES

Ensure that the Welfare Policy set out by UK Athletics and the guidance from England Athletics are implemented by the club to safeguard the membership.

By being registered as the Welfare Officer on the Secretary's portal, I keep up to date with new information. I also find these organisations provide **helpful resources**.



When I first became a Welfare Officer

I completed the online Safeguarding in Athletics course as well as the face-to-face Time to Listen course.

I regularly attend club sessions

and make sure every member knows who I am and how to contact me and that **they can talk to me regarding any issue.**



The welfare of members is the responsibility of everyone involved in the club. The club committee in particular supports me in my role.

Together we ensure members feel welcome, included and supported.