



SAFEGUARDING

SO's and DBS

Last modified August 2022 (v2)

Note 1 – These notes were first issued to all NYSMBA clubs in September 2009

SAFEGUARDING OFFICERS (SO) - Each year the Association will elect someone to the post of **Safeguarding Officer** who will fulfil the responsibilities as the counties **CSO**. In addition, all Clubs within the NYSMBA are strongly recommended to appoint a designated person from their own membership to be their Club **SO** to initially handle any safeguarding issues and liaise with the CSO if necessary.

The Club SO should act as the first point of contact for anyone in the Club who has any concerns

- about a child or vulnerable adult or any other member
- about poor practice relating to children or vulnerable adults or any other member
- about possible abuse of children or vulnerable adults or any other member

Further, they are the nominated person

- to whom any child or vulnerable person or any other member can turn to if needed
- who should ensure that any allegations or suspicions of abuse are recorded and reported without delay to the relevant authority.

The SO therefore needs to be perceived as being approachable and as having a general caring attitude for the welfare of all club members. Prior to appointment these persons should undertake a Disclosure and Barring Service (DBS) check at Enhanced Level.

Clubs with insufficient members who are unable to appoint their own SO may seek the assistance of a neighbouring Club SO or the Associations own SO to act on their behalf.

The role of the SO is critical in ensuring that the Safeguarding Policy works in practice. SOs do not need to be “experts” (that is the role of the Police and Social Services), but they should familiarise themselves with the contents of the documents on the NYSMBA Safeguarding page.

Notes - A child is anyone under the age of 18 years. A vulnerable adult is anyone over the age of 18 who is not able to take care of themselves or protect themselves against harm or exploitation.

“Protecting Children and the Vulnerable” is published by the English Bowls Associations Joint Panel and may be viewed online at www.bowlschildprotect.co.uk or on the ESMBA website at www.esmba.co.uk. Significant excerpts from this are published in the [ESMBA Information Pack](#) which is published on the ESMBA website.

DBS (formerly CRB) CHECKS – The Disclosure and Barring Service (DBS) can carry out checks related to an applicant’s suitability to work with children or vulnerable adults.

Anybody may have the potential to mistreat children, vulnerable adults or any other club member in some way and it is essential that Clubs take all reasonable steps to ensure that unsuitable people are not allowed to work with them. It is therefore important that checks are made as to the suitability of those appointed as the Clubs SO and they should be asked to complete a disclosure to Enhanced Level.

Access to the DBS checking service is available via the NYSMBA Safeguarding Officer from whom Disclosure Application Forms should be obtained. The cost is currently £12 (subsidised by the ESMBA) and this is paid for by the NYSMBA on behalf of applicants.
