

WORKSTREAM 8 – Partnership and resources

Action 2: consider safeguarding principles when establishing partnerships/agreements

When establishing partnerships with other organisations, it is important that sport clubs consider safeguarding principles to ensure the safety and well-being of everyone involved - especially children, young people, and vulnerable adults.

In this view, please find below a set of key safeguarding principles a sport club can consider:

1. Shared Values and Norms

Ensure that the partner organisation shares the same values as the sport club regarding safeguarding, inclusion, safety, and respect.

- Ask about their safeguarding policy
- Assess whether they promote an inclusive and respectful culture

2. Safeguarding Policies and Procedures

Check whether the partner organisation has a robust safeguarding policy and whether it aligns with that of the sport club.

- Are there clear procedures for reporting incidents?
- Do they have a designated confidential counselor or Safeguarding Officer?
- Are risk assessments conducted?

3. Staff Screening and Training

Ensure that employees of the partner organisation have been screened (through a criminal background check) and receive regular training on safeguarding.

- Are training courses offered on working with children and vulnerable groups?
- Are they familiar with codes of conduct?

4. Consent and Privacy

Pay attention to how the partner organisation handles personal data and parental/guardian consent when working with minors.

- Is parental consent requested for participation, visual materials, etc.?
- Is there a privacy policy that complies with the GDPR?

5. Transparency and Communication

Open and honest communication about expectations, roles, and responsibilities within the collaboration.

- Are safeguarding agreements recorded in writing?
- Is there a designated point of contact for safeguarding at the partner organisation?

6. Monitoring and Evaluation

Ensure that safeguarding is not only discussed at the outset but also continuously monitored throughout the collaboration.

- Are there agreements on regular evaluation of the collaboration?
- Is feedback collected from participants?

7. Zero-Tolerance Policy

Ensure a clear zero-tolerance policy for interpersonal violence, discrimination, abuse, and mistreatment.

- What happens if an incident occurs within the partner organisation?
- Are sanctions in place?

8. Safe Physical and Digital Environment

Safety must also be a central focus in digital collaborations (e.g., online training or social media).

- Are children digitally protected (e.g., no private messages from coaches)?
- Are physical locations safe and accessible?

TIP:

Ensure safeguarding matters are part of the partnership contract. Explicitly stipulate that both organisations adhere to certain behavioural standards and procedures.

Safeguarding Checklist for Sport Clubs in Partnerships

- | | |
|---|--|
| Does the partner organisation have its own safeguarding policy? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Is the policy similar to that of our sport club? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Are staff members screened (criminal background check)? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Do staff participate in mandatory safeguarding training? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Are there clear incident reporting procedures? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Is there a contact person or Safeguarding Officer at the partner? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Is parental consent requested where necessary? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Is personal data handled confidentially (GDPR)? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Are the physical and digital environments safe for children? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Are safeguarding agreements included in the contract? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

TIP:

Discuss this checklist during the initial meeting with the partner and document the results.

Template – Safeguarding in Partner Contracts

Article X – Safety and Protection (Safeguarding)

1. Both parties want to create a safe environment for all involved, with particular attention to minors and vulnerable adults.
2. The **[Name of the Partner Organisation]** declares that it has a current safeguarding policy in place that is compliant with national laws and regulations (such as the GDPR and child safety guidelines).
3. Both parties will subject staff and volunteers who come into contact with young participants to appropriate screening, and provide regular training on safeguarding and interpersonal violence.
4. In the event of an incident involving the safety of participants, the parties will immediately inform each other and cooperate according to their respective reporting procedures.
5. The collaboration may be suspended or terminated immediately if either party engages in serious interpersonal violence or fails to comply with this clause.
6. This clause forms an integral part of the cooperation agreement and is binding on both parties.