

## WORKSTREAM 9 – Monitoring, evaluation and learning

### Action 1: monitor and evaluate club's safeguarding policies and procedures

Safeguarding is not a one-time action, but an ongoing process of improvement and reinforcement. This document offers practical tips for regularly evaluating your club's safeguarding policies and procedures. The aim is to ensure that agreements remain clear, reporting channels function effectively, and all members continue to feel safe, supported and heard.

#### Actions and tips

- **Conversations with parents.** Regularly organise discussions with parents about the club's safeguarding policy. Ask questions such as:
  - 'Do you know who the SO is?'
  - 'How accessible do you find the SO?'
  - 'Would you feel comfortable approaching the SO with concerns?'
  - 'What aspects of our communication could be improved?'

You could also add a short anonymous feedback form after such meetings to gather additional insights.

- **Feedback after reports or cases.** Always ask the reporting individual for feedback once a case has been handled. Example questions include:
  - 'Was it clear where and how to report?'
  - 'Did you feel heard and supported?'
  - 'Was there sufficient follow-up?'
  - 'Would you have preferred a different approach or follow-up?'

Also seek input from non-reporting parties involved in the situation (e.g. witnesses, other people involved). This can provide a broader perspective on how the safeguarding procedure was experienced.

- **Survey Athletes.** Conduct a brief survey among athletes (e.g. once a year) to assess their awareness of reporting procedures, their sense of safety within the team, their experiences with the SO, team dynamics and boundary-setting.
- **Coaches and volunteers.** Discuss safeguarding during team meetings of training sessions and ask questions such as:
  - "What works well in practice?"
  - "What aspects are still unclear or need improvement?"
- **Case Analysis.** Review incidents at club level to identify possible patterns.
  - Are reports linked to specific settings, groups, or situations?
  - What steps can be taken to prevent similar cases from happening again?

- **Make evaluation a structural part of club policy.** Include safeguarding evaluation in the club's annual planning. Set regular reflection moments, for example at the end of the season, annually or following a specific incident. Communicate resulting improvements and adjustments clearly and transparently within the club.