

JOB DESCRIPTION FOR CLUB CHILD PROTECTION OFFICER

This job description relates to the Club Child Protection Officer for Grampian Orienteers which is affiliated to the Scottish Orienteering Association (SOA).

The Club Child Protection Officer will:

- Undertake appropriate Child Protection training.
- Implement the club's/SOA's child protection policy and procedures.
- Encourage good practice by promoting the child protection policy and procedures.
- Monitor and review the child protection policy and procedures to ensure they remain current and fit for purpose.
- Regularly report to the Club Committee (could be "nothing to report").
- Raise awareness of the Club Child Protection Officer role to parents/carers, adults, and children involved in the club.
- Raise awareness of the Coaches' Code of Conduct to parents/carers, adults and children involved in the club.
- Challenge behaviour which breaches the Coaches' Code of Conduct.
- Keep abreast of developments in the field of child protection by liaising with the SOA Child Protection Officer, attending relevant training or events as required.
- Organise/signpost appropriate training for all adults working/volunteering with children in the club.
- Be the centre of competence and point of contact within the club relating to all Child Protection matters, for junior members and adults
- Respond appropriately to disclosures or concerns which relate to the well-being of a child.
- When required, maintain confidential records of reported cases and action taken.
- When required, liaise with the SOA Child Protection Officer and/or statutory agencies and ensure they have access to all necessary information.

This is "Regulated Work" under the terms of the Protection of Vulnerable Groups legislation and therefore requires the post-holder to be a PVG Scheme member.

Helen Anderson
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