Child Protection Policy Statement

Policy date: October 2026

1. Policy Statement

Driffield Karate Academy (DKA) acknowledges its responsibility to safeguard and promote the welfare of all children and young people who participate in its activities.

DKA is committed to providing a safe, inclusive, supportive and child-centred environment in which children can enjoy karate, develop their skills, build confidence and reach their potential free from abuse, neglect, discrimination, bullying or harm.

This policy reflects DKA's safeguarding responsibilities under relevant legislation in England, applicable government guidance, recognised safeguarding good practice and the requirements of the English Karate Alliance (EKA), together with any relevant requirements arising through its sporting affiliations.

The welfare and best interests of the child are paramount in all safeguarding decisions.

For the purposes of this policy, a child is anyone under the age of 18.

DKA recognises that safeguarding is everyone's responsibility. All instructors, assistant instructors, volunteers and other individuals acting on behalf of the Academy must contribute to protecting children and promoting their welfare.

2. Our Commitment to Children and Young People

Regardless of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, socio-economic background or any other personal circumstance, DKA aims to ensure that all children and young people:

- Have a positive, enjoyable and rewarding experience of karate in a safe, inclusive and child-centred environment.
- Are treated with dignity and respect and have their views, feelings and individual needs taken seriously.
- Are protected from abuse, neglect, exploitation, bullying, discrimination and other forms of harm, both during Academy activities and where concerns arise outside those activities.
- Are encouraged to develop confidence, self-esteem, discipline, resilience and respect for others.
- Know how to raise concerns and who they can approach for help.
- Receive appropriate support when a safeguarding concern is identified or disclosed.

DKA recognises that some children may face additional barriers to protection or may be particularly vulnerable to abuse, including disabled children, children with additional communication or support needs, and children who experience discrimination or social disadvantage.

The Academy will take reasonable and appropriate steps to identify and address individual needs, reduce risks and ensure that safeguarding arrangements are accessible, fair and effective for every child.

3. Safeguarding Responsibilities

As part of its commitment to safeguarding, Driffield Karate Academy will:

Promote the safety and well-being of children

- Put the welfare of children first in decisions concerning training, grading, competitions, trips and other Academy activities.
- Maintain appropriate standards of behaviour, supervision and professional boundaries.
- Provide an environment in which children are listened to and treated respectfully.

Ensure everyone understands their responsibilities

- Make this policy and associated safeguarding procedures available to relevant members, parents/carers, instructors and volunteers.

- Ensure that those working with children understand their safeguarding responsibilities and receive appropriate information, training and guidance.
- Ensure that individuals know how to recognise, record, report and respond to concerns about abuse, neglect, exploitation or other forms of harm.

Respond appropriately to concerns and disclosures

- Take all safeguarding concerns seriously and respond promptly and proportionately.
- Ensure concerns are reported to the designated safeguarding lead or appropriate responsible person.
- Contact children's social care, the police or other relevant statutory services where required.
- Listen to children calmly and sensitively, without leading questions or promises of secrecy.
- Never investigate suspected abuse independently or delay reporting while attempting to establish proof.
- Provide appropriate support to children and to individuals who raise concerns in good faith.

Maintain accurate and secure records

- Record safeguarding concerns, disclosures, decisions and actions accurately, factually and as soon as practicable.
- Store records securely, restrict access to authorised individuals and share information lawfully on a need-to-know basis.
- Retain and dispose of safeguarding records in accordance with applicable data protection requirements and the Academy's record-retention arrangements.

Recruit and deploy suitable individuals

- Carry out appropriate recruitment, selection, reference and safeguarding checks for relevant roles.
- Obtain the appropriate level of Disclosure and Barring Service (DBS) check where legally eligible and required for the role.

- Ensure that individuals are not permitted to undertake regulated activity where they are legally barred from doing so.
- Provide suitable induction, supervision, training and ongoing oversight for instructors, assistant instructors and volunteers.

Maintain effective safeguarding arrangements

- Implement and maintain appropriate safeguarding policies, procedures, codes of conduct and risk assessments.
- Maintain clear reporting arrangements, including an alternative route for reporting concerns about the Chief Instructor or designated safeguarding lead.
- Work constructively with parents/carers, relevant governing bodies and statutory agencies where appropriate.
- Review safeguarding arrangements following incidents, concerns, changes in guidance or identified areas for improvement.

4. Reporting and Managing Safeguarding Concerns

Every individual involved with DKA has a responsibility to report safeguarding concerns promptly. No one should assume that another person will report a concern on their behalf.

Concerns must be referred to the designated safeguarding lead or the appropriate alternative contact in accordance with the Academy's safeguarding procedures.

Where a child is in immediate danger, the police should be contacted on **999**. Other safeguarding concerns should be referred to the appropriate children's social care service or police where necessary.

All concerns must be handled sensitively and confidentially, with information shared only where appropriate and necessary to protect a child or fulfil legal responsibilities.

The Academy will not tolerate victimisation or retaliation against anyone who raises a safeguarding concern in good faith.

5. Compliance with this Policy

This policy and its associated procedures are mandatory for all individuals working with, volunteering for or representing Driffield Karate Academy in relevant roles.

Parents/carers and students are expected to follow the Academy's relevant conduct and safeguarding requirements.

Any failure to comply will be addressed promptly and proportionately. Depending on the circumstances, action may include additional training, a formal warning, restriction or removal from duties, suspension or termination of a role or membership, or referral to the relevant governing body or statutory authority.

Any action involving a child or young person must prioritise their welfare and follow appropriate safeguarding and fair decision-making procedures.

Serious safeguarding concerns will be referred to the appropriate authorities where necessary and will not be dealt with solely as an internal disciplinary matter.

6. Policy Monitoring and Review

This policy will be reviewed annually by the Academy's responsible safeguarding personnel and formally updated whenever necessary to ensure it remains effective and appropriate.

An earlier review will take place following:

- Changes in legislation, statutory guidance or recognised safeguarding practice.
- Changes to relevant EKA or other applicable governing body requirements.
- Recommendations from relevant local safeguarding partners or statutory agencies.
- A significant safeguarding incident, concern, learning review or identified weakness in existing arrangements.
- Significant changes to the Academy's activities, staffing or organisational structure.

Any revised policy will be communicated to the relevant individuals and made accessible to members and parents/carers.

Organisation: Driffield Karate Academy
Chief Instructor: Karen Turner
Designated Safeguarding Lead: Michael Rowland
Policy review date: October 2026
Next scheduled review: October 2027