

A photograph of three young women standing on a grassy field. The woman in the center is smiling broadly, wearing a grey zip-up jacket over a purple top and a lanyard with a badge. The woman on the left is holding a football and has a serious expression. The woman on the right is also smiling. The background is a soft-focus outdoor setting.

# SAFEGUARDING

CHILDREN & YOUNG PEOPLE  
AT CHELSEA FC

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**OUR SAFEGUARDING POLICIES**

Version 3: November 2021



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**Chelsea Football Club is committed to ensuring the safety and well-being of all the individuals and communities with whom we engage, and therefore our aim is for the golden thread of safeguarding to run through every element of the club's work.**

**Through the application of this policy, we will develop a positive and proactive welfare programme to enable all children and young people to participate in an enjoyable and safe environment, a programme which applies equally to the safety and security of those working with and responsible for activities involving the young.**

**Bruce Buck**

**Bruce Buck  
Chairman**

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# WHAT IS 'SAFEGUARDING'?

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**All children and young people have the right to be safe. This applies to all environments, from home to school and in football. All adults who spend time with young people have a responsibility to make sure that their well-being is prioritised. This means listening to young people, making sure they are safe and taking action when required. This is 'safeguarding'.**

Safeguarding is important to us at Chelsea FC. Parents and carers put their trust in us to take care of their children; whether at a training session or attending a game at Stamford Bridge. At Chelsea FC, we want all our players to be safe and happy.





# WHO IS CONSIDERED A CHILD OR A YOUNG PERSON?

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**A child or young person is anyone  
that is under the age of 18 years.**

## WHO IS THIS POLICY FOR?

**This policy is for parents and carers to learn more about:**

- What we do at Chelsea FC to keep young people safe and well
- Where children, parents or carers can go if they have concerns
- What we do if we are worried about a child's safety or well-being.

**The Club has comprehensive safeguarding procedures which meet the requirements of:**

- The FA Premier League Rules
- The FA Charter Standard Safeguarding Children Policy and Procedures
- The Children Act 1989 & 2004
- Working Together to Safeguard Children 2013 & 2015.

The Club also adheres to joint FA, Premier League and Football League's Affiliated Football's Safeguarding Policy '[Working Together to Safeguard Football](#)' and has a responsibility to maintain regular contact with the Local Safeguarding Children Board.



# CREATING A SAFE ENVIRONMENT

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**At Chelsea FC, we aim to create an environment where all our staff and participants feel safe, listened to and encouraged to achieve their potential. To do this we:**

- Have robust safeguarding policies in place that apply to the entire Club
- Have a specialist team whose role it is to ensure all allegations are taken seriously and fully investigated
- Ensure staff working with young people have the training they need
- Require all Chelsea FC staff to follow a code of conduct detailing the safest way to work
- Make sure we foster an open environment where staff and young people feel comfortable to report worries and concerns
- Actively listen to young people to ensure their views are taken into account.

## WHO IS RESPONSIBLE FOR SAFEGUARDING YOUNG PEOPLE AT CHELSEA?

# EVERYONE

**All staff working with children and young people at Chelsea FC are trained to respond to safeguarding issues concerning the young people they work with. We also have a team dedicated to safeguarding: the Safeguarding Hub.**

Members of the Safeguarding Hub are specialists trained to manage any issues relating to children's safety and well-being. They also have a responsibility to make sure that everyone at Chelsea FC is equipped and confident in their role to safeguard young people - this includes ongoing training for staff.

### BOARD SAFEGUARDING COMMITTEE:

**BOARD SAFEGUARDING LEAD**  
BRUCE BUCK  
CHELSEA FC CHAIRMAN

**GENERAL COUNSEL**  
JAMES BONINGTON

**FOUNDATION TRUSTEE**  
JOHN DEVINE

**INDEPENDENT MEMBER  
& FORMER TRI-BOROUGH LADO**  
JANE FOSTER

### SAFEGUARDING HUB:

**HEAD OF SAFEGUARDING**  
EVA BARI

**SAFEGUARDING MANAGER**  
DANI TAYLOR

**SAFEGUARDING ADMINISTRATOR**  
KATIE ROBINSON

### SAFEGUARDING LEADS:

**WOMEN'S TEAM RTC GIRLS**  
SARAH CHARKER (RTC)

**WOMEN'S TEAM RTC GIRLS**  
KAREN BRAYER (LADIES)

**STADIUM**  
CHRIS BAKER

**ACADEMY**  
JACK FRANCIS

**TOURS & EDUCATION (ACADEMY)**  
SIMON KNIGHT

**TOURS & MUSEUM**  
ADAM BURRAGE

**FOUNDATION**  
PHIL HASTINGS

**FOUNDATION**  
DANIEL JACQUART

**INTERNATIONAL**  
MICHAEL CORNALL

**EDUCATION**  
MATT MEAD



## GETTING THE RIGHT PEOPLE AT CHELSEA FC:

# RECRUITMENT

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**Here at Chelsea FC, it is vital that we employ the best staff. All staff need to have characteristics and values that make them safe and suitable to work with young people. We ensure every person working with young people is safe by:**

- Ensuring all prospective staff are subject to criminal record checks (Disclosure Barring Service) and a Self-Declaration Form
- Completing a risk assessment of any information through our DBS panel. This is chaired by our Head of Safeguarding
- Interviewing applicants' and recording recruitment decisions
- Verifying applicants qualifications and experience
- Providing staff with an induction to their role (including safeguarding policies and procedures) and accredited safeguarding training
- Ensuring all staff complete a probationary period.





# TEMPORARY STAFF AND CONSULTANTS

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**Chelsea FC ensures that all agency staff and consultants working with children sign a Self-Declaration Form. This requires employees to declare any criminal history they may have.**

Consultants and agency staff who undertake regulated activity with children are required to have a valid DBS (Disclosure Barring Service). We always request the DBS number and date of issue.



# ACCOMMODATION

**Some of the players in Chelsea Academy live with host families. Host families usually reside close to the training ground and this arrangement is managed by Chelsea FC.**

Host families are usually arranged when a player's family lives far away from the training ground at Cobham. Living nearby makes the player's life easier and helps them to achieve their full potential in training. We understand that getting this arrangement right is very important for young players and their parents/carers. To achieve this, we make sure that every host family has been carefully selected and checked.

## TO DO THIS WE:

- Have a detailed application form to ensure potential host families have the qualities that make them a good fit with young people. We ask for details about their family, home and motivations.
- **Visit** the family at their home. We check that the house is comfortable for a young person. In particular we assess bedrooms, outside space and complete a comprehensive Health and Safety assessment.
- **Interview** the family. We follow statutory guidance to ensure best practice when assessing host families. We use an independent agency to make sure the assessment is rigorous and in line with best practice.
- **Do** detailed criminal record checks of all family members (Disclosure Barring Service).
- **Listen** to children and young people to make sure that decisions take their perspective into account.

Every young person living with a host family is visited regularly by a staff member from the Lifestyle and Mentoring Team at the Academy. These visits are conducted to ensure the placement is the right fit for the young player.

Communication between the Academy, young player and their parents is regular through a channel that's preferable to everyone e.g. meetings, phone calls, email or text. **Host families are reviewed annually.**

Any issues regarding arrangements are acted on swiftly and in collaboration with all parties to ensure the best outcome for the young person.

For more information on host families, please see the **Houseparent Handbook**.



DATA PROTECTION:

# WHAT INFO DOES CHELSEA FC HOLD ABOUT MY CHILD?

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**Children and young people have varying contact with The Club. The data collected from children and young people is dependent on the activity undertaken.**

If your child is attending training sessions or events at Chelsea, we ask for personal details which are likely to include: name, address, date of birth and emergency contact details. If further details are requested, this will be in consultation with a young player's parent or carer and will be aligned to the activity being undertaken.



# CONSENT TO IMAGERY

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**At times, The Club may wish to take photographs or videos of our players to celebrate football events. In the Academy we may ask to take images of players to analyse performance during training. We follow The FA and Premier League guidelines on the capture and use of images.**

We understand that in some instances the use of photography and video imagery can present difficulties or risk for varying reasons. Therefore, Chelsea FC asks for your consent to take and use images or video of your child. Where specific arrangements need to be made regarding images, decisions are made in consultation with a child's parent or carer.

**CHELSEA FC STORE ALL PERSONAL INFORMATION AND IMAGERY IN LINE WITH DATA PROTECTION LAW. THIS MEANS THAT ALL INFORMATION IS:**

- Proportionate and necessary
- Collected with the young person's (where applicable) or parent/carers consent
- Stored safely and securely by Chelsea FC
- Deleted within correct timescales.

# WHAT IS ABUSE?

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**Abuse describes any action that causes harm to a child or young person. Abuse can occur in any setting and be carried out by adults or young people.**

Whether experienced over a long period of time, or an isolated incident, abuse can have a significant impact on children's health and well-being.

The signs of child abuse aren't always obvious. But there can be behaviours that children display that might indicate that they are experiencing abuse. Sometimes, physical signs of abuse might be noticeable – however it's important to remember that this is not always the case. Below are some of the signs and indicators that could suggest a child is at risk, or is experiencing abuse.

Not all children experiencing abuse will display these physical and behavioural signs. Some may experience a combination of behaviours that change over time. Other children may try to hide any physical signs that something is happening to them. You might notice some of the signs but feel unsure about whether abuse is going on. It's not your responsibility to investigate abuse. You can get advice and support about the next steps to take to keep the child safe.

If you ever worry that a child or young person is at risk of being harmed or is experiencing abuse – take action by reporting your concerns to Children's Services. Or you can make contact with a member of the Chelsea Safeguarding Hub. The Safeguarding Hub can support you to make a referral to the appropriate services to keep the child safe – no matter where the abuse is taking place.

# WHAT IS ABUSE?

	PHYSICAL SIGNS	BEHAVIOURAL SIGNS
<b>PHYSICAL ABUSE</b>	Physical signs such as unexplained injuries Unusual bruising, scalds	Behavioural signs such as fear of contact or going to a certain place Aggression and bullying or abuse of others Feelings of depression, withdrawal
<b>NEGLECT</b>	Constant hunger or significant weight change Ill-fitting or inappropriate clothes Untreated conditions and failure to attend health appointments Lack of access to hearing aids, glasses and or inhalers	Always being tired Persistent absences, lateness and lack of kit or belongings Regularly left without parental supervision at an inappropriate age
<b>SEXUAL ABUSE</b>	Any physical symptoms such as genital discomfort, pain or infections Bed-wetting or incontinence	Apparent fear of someone, reluctance to be alone Running away Age-inappropriate sexually explicit knowledge or behaviour
<b>BULLYING</b>	Weight change Unexplained injuries and bruising Stomach and headaches, bed-wetting Disturbed sleep	Difficulty making friends Low and withdrawal from others Reluctance to attend school or social events Anxiety over social media or receiving texts
<b>EMOTIONAL ABUSE</b>	Lack of growth or development Eating disorders Self-harm	Being unable to play or interact with other children Fear of mistakes Low mood and withdrawal from others



# REPORTING CONCERNS

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**Chelsea FC is a safe, stimulating and fun environment where children are encouraged to reach their goals. A crucial part of this means having clear processes where parents, staff or children can share any worries or concerns they might have. These concerns are recorded and acted on appropriately.**

## CONCERNS AND DISCLOSURE FROM YOUNG PEOPLE:

Staff who work directly with young people are trained to listen to young people and create environments where children can speak up and share any worries. All Chelsea FC staff have a duty to respond to any disclosures from children and young people – whether the issue is about home life, school or issues at The Club.

## CONCERNS NOTED BY STAFF:

All Chelsea FC staff have a responsibility to record and refer any concerns they may have about a young person. It is not their responsibility to investigate any suspicions or worries, however they are required to inform the Head of Safeguarding at Chelsea FC.

## CONCERNS NOTED BY PARENTS/CARERS:

Parents and carers know their child best and are best placed to notice any significant changes in their behaviour or well-being. If you are concerned about your child, you can contact a member of the Safeguarding Hub.



# REPORTING A CONCERN

1

## WHY MIGHT YOU GET IN TOUCH?

**Speak to a member of staff about:**

- A concern about a young person
- Poor practice of a member of staff
- Concerns about something you've seen or heard.



If you have shared a concern, we will keep you informed every step of the way if it's safe to do so.

The people at our Safeguarding Hub are experienced and trained to look at your concerns, **making decisions that put the child's best interests first.**

We always try to work openly and will work in partnership with you.

Information is shared on a 'need to know' basis. **We keep your information safe and secure.**

2

## WHO DO WE SPEAK TO?

Once you have informed a member of staff, they will share the information with the Safeguarding Hub. They will immediately start to think of ways to keep the child safe.



3

## WHAT HAPPENS NEXT?

Dependent on the concern, the Safeguarding Hub might need to speak to other services outside of Chelsea FC to support the child and their family.

Where it's safe to do so, we'll **ask for your permission** to speak to other services.

We might speak to services like:  
**Children's Services/  
Health professionals/  
Police.**

Talk to us or get in touch with these organisations if you have any worries or concerns.

### Chelsea FC Safeguarding Hub:

#### HEAD OF SAFEGUARDING: SAFEGUARDING MANAGER:

**Eva Bari**

Eva.bari@chelseafc.com  
01932 596 188

**Nancy Nicholas**

Nancy.nicholas@chelseafc.com  
01932 588 227

#### SAFEGUARDING CO-ORDINATOR:

**George Richardson**

George.richardson@chelseafc.com  
01932 596 145

### Local Authority Safeguarding:

#### SURREY COUNTY COUNCIL

csmash@surreycc.gcsx.gov.uk  
0300 470 9100

#### HAMMERSMITH AND FULHAM

020 8753 6610

### Local Authority Designated Officers (LADOs):

Where you have a complaint about an adult who works with children.

#### SURREY COUNTY COUNCIL

LADO@surreycc.gov.uk  
0300 123 1650

#### HAMMERSMITH AND FULLHAM

LADO@Ibhf.gov.uk  
0208 753 5124

In an emergency, where there is a threat to life, serious injury, or a crime in progress call: 999. For non-emergency calls or to report a crime call: 101.

#### CHILDLINE

0800 1111  
www.childline.org.uk

#### THINKUKNOW

www.thinkuknow.co.uk

#### YOUNG MINDS

youngminds.org.uk

#### STONEWALL

www.youngstonewall.org.uk

#### BROOK

www.brook.org.uk

#### BARNARDOS

www.barnardos.org.uk

#### NSPCC

www.nspcc.org.uk

#### PFA

www.thepfa.com

#### PREMIER LEAGUE HEAD OF SAFEGUARDING

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+44 (0) 20 7864 9000  
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#### FOOTBALL ASSOCIATION

www.thefa.com

