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British Aikido Board

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INFORMATION SHEET FOR ALL BAB MEMBERS KEY POINTS RELATING TO OUR CHILD PROTECTION POLICIES AND PROCEDURES Please take the time to read through these important points.

1. Every BAB Association which offers membership to Under 18s should have a designated person responsible for child protection (called a CPO: Child Protection Officer). Please ensure that you are aware of who this is in your organisation.
 2. It is advisable that your CPO is not someone teaching under 18s. Your CPO should ideally have a suitable background for this role – but the BAB will offer training and support where necessary. Please ensure the BAB Lead CPO has the name of your Association CPO.
 3. It is advisable that every club has a designated person to deal with child protection matters. This person is referred to as a Club Welfare Officer (CWO). Your CWOs should ideally have suitable backgrounds for this role – and Associations should offer training and support where necessary. Please ensure the BAB Lead CPO has the name of your Association CWOs.
 4. The BAB Child Protection Policy (BAB CPP) is available from the BAB web site. This policy contains all the key information relating to safeguarding children in aikido. It also contains details of what to do if you have to deal with an incident or a disclosure. Please ensure you are familiar with the policy and its procedures. It is a requirement of BAB Membership that you comply with the BAB CPP.
 5. The BAB requires the following Association personnel to submit to a BAB CRB¹ check where that person is likely to come into direct supervisory contact with children in an aikido setting. With the exception of Coach tutors this only applies where under 18s are offered membership:
 - Heads of Association
 - Management / Committee members (including web masters) whose roles give them a position of influence. *The CRB guidelines are open to interpretation in this category. The BAB wants to ensure that only those eligible for CRB checks are asked to comply and so the BAB Lead CPO is happy to discuss CRB checks in this category with Association CPOs on a case by case basis.*
 - Association and BAB Coach Tutors
 - Instructors working with or likely to work with Under 18s
 - Helpers working with or likely to work with Under 18s²
- ¹ The CRB checks should be done through your Association CPO. If you have problems obtaining a BAB CRB check via your Assn CPO then contact the BAB Lead CPO.
- ² A helper is someone you make arrangements with to be at your sessions for (or including) under 18s. They do not necessarily have to be coaches or assistant coaches. 'Ad-hoc' helpers do not need CRB checks.
- NB There are strict rules governing CRB checks and the processes involved are constantly evolving. The BAB works with a leading 'supplier' of CRB checks and so if you need any clarification or guidance concerning who should be/can be checked or how the process works then please contact the BAB Lead CPO or your Assn CPO.*
6. All instructors coaching under 18s (or likely to coach under 18s) will require a BAB CRB check in place or underway in order to obtain PI renewal in March 2008. The BAB obtained a mandate re the requirement for a BAB CRB check at the 2007 CPO conference. The BAB Executive appreciates that some instructors may already hold one or more CRB Disclosure documents. However due to the limits of the current CRB system the BAB is not able to accept CRB checks done by third parties. If you have problems obtaining a BAB CRB check via your Assn CPO, or further queries concerning this, then please contact the BAB Lead CPO.
 7. Due to the resources currently available to the BAB, the Lead CPO corresponds with CPOs via e-mail. E-mail is used for updates, general information, CRB data etc. It is essential that your CPO maintains e-mail links with the Lead CPO. Please advise immediately if this should be a problem so that alternative arrangements can be made.
 8. At present the BAB requests and recommends that CPOs attend the Sports Coach UK Workshop: Safeguarding and Protecting Children. The BAB Lead CPO can provide further information if required.
 9. Responsibility for implementing child protection policies and procedures rests with the Association.
 10. A 'child' is anyone under the age of 18. The 'Junior' category on the monthly BAB registration return should be used for anyone under 18 – irrespective of what your Association might call them.

The BAB is committed to safeguarding children in aikido

The BAB Lead CPO is happy to support, advise and help you to achieve this goal