

## Introduction

Being an inclusive sport requires safeguarding to be embedded into the structure and day to day running of affiliated clubs and organisations. We want to do everything we can to keep children, young people, and adults at risk, safe and for them to have a positive and enjoyable experience in archery.

Whilst as a sport we have made tremendous strides forward in recent years to meet the standards for safeguarding in sport, there is still more to do. This area is constantly moving and it's important that coaches are provided with the right skills to support children, young people, and adults at risk with confidence. With the right training, coaches can become aware of changes to legislation, recommended practice, what signs to look for and how to respond in different scenarios.

## Coach Licence Renewal

Our policy for coach licence renewal includes the requirement to take part in safeguarding training every three years. It is mandatory that the course should be a tutor-led course (this can be either a face-to-face workshop or an online classroom) for newly qualified coaches.

## Role of the club

Clubs can play their part by ensuring that all their coaches are licensed, and by supporting their volunteer coaches to meet the costs of attending safeguarding training.

## How can coaches renew their licence?

When renewing your licence, all coaches need to upload a copy of their safeguarding certificate to their Sport:80 profile held on Archery GB's membership portal.

To add a safeguarding course certificate, simply follow these instructions:

1. Log on to your Sport:80 profile here: <https://agb.sport80.com>
2. Click on 'Qualifications' (below Profile and Memberships)
3. Click on '+ ADD Qualification' and '+ ADD' the appropriate course
4. Add the date the qualification was achieved
5. Upload a copy of your certificate and click + ADD

Your entry will show as 'Current' unless you have chosen option 5 'Other Course', where it will show as 'Pending Approval'. This will change to 'Current' once it has been approved by our Safeguarding Team.

Alternatively, forward a copy to [membership@archerygb.org](mailto:membership@archerygb.org) and we can add the certificate for you. A copy of your certificate will be required at renewal stage.

## Approved safeguarding courses

The type of course you must take will be determined by your coaching journey and where you live.

If you are qualifying for the first time in England and Wales, then you **MUST** undertake a tutor-led course.

If you are aged 16 – 18 and are qualifying as a coach for the first time, then you **MUST** undertake a tutor led **Safeguarding & Protecting Children 16 - 18 (Online Classroom) course**, provided by UK Coaching. The link is provided below.

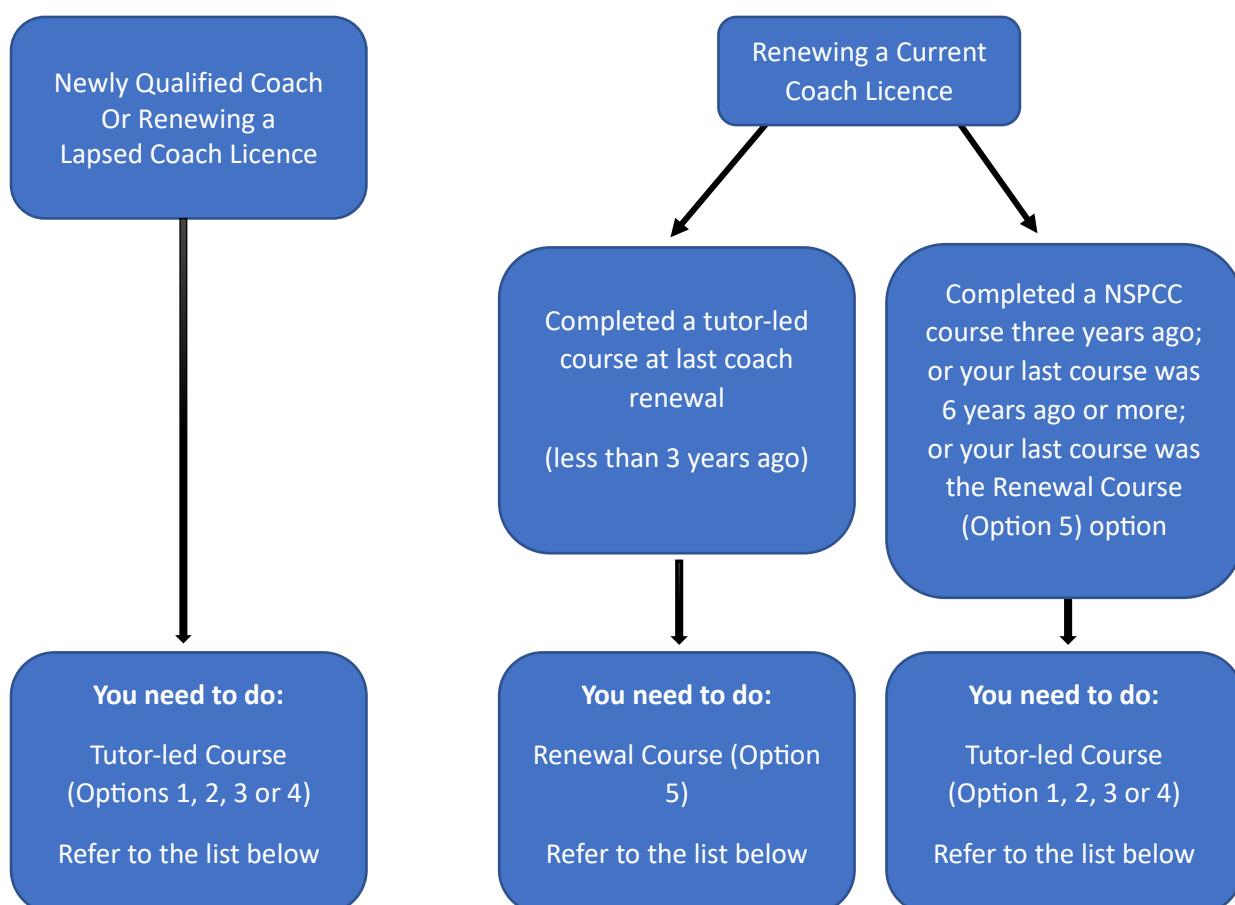
If you are aged 13 – 15 and are qualifying as a coach for the first time, then you **MUST** undertake a tutor led **Keeping Safe in Sport – Safeguarding for Young Volunteers (13+)** course, provided by UK Coaching. Contact Archery GB for information on accessing training.

If your last safeguarding course was the renewal version of the Safeguarding and Protecting Children workshop, or you are re-certifying as a coach, then you **MUST** undertake a tutor-led course (face-to-face workshop or online classroom).

If you are renewing your coach licence and previously did a tutor-led course then the Safeguarding and Protecting Children renewal version is sufficient.

**Note: If your renewal has lapsed more than 1 day past the 3-year renewal date, a tutor-led course must be completed.**

## Which course do I need?



### Option 1. Courses for individuals who live in England or Wales

**Safeguarding & Protecting Children** (provided by UK Coaching). This workshop is interactive, and tutor-led. It is available as a face-to-face workshop or online classroom. This learning will raise your

awareness of the tell-tale signs of abuse and give you the tools and confidence you need to deal with any issues sensitively, appropriately, and effectively should the need ever arise in your coaching career.

**Archery GB** organise several tutor-led UK Coaching Safeguarding & Protecting Children (Online Classroom) workshops specifically for our members. You can find available workshops using our Course Finder: <https://archerygb.org/coaching/find-a-course>

#### **Other suppliers:**

- UK Coaching online: <https://www.ukcoaching.org/courses/workshops/safeguarding-protecting-children-online-classroom>
- UK Coaching face-to-face: <https://www.ukcoaching.org/courses/workshops/safeguarding-protecting-children>
- Sport Structures: <https://www.sportstructures.com/education-training/our-courses/workshops/>
- Active Partnerships: <https://www.activepartnerships.org/active-partnerships>

#### **Option 2. Courses for individuals who live in Northern Ireland**

**Safeguarding Children and Young People Workshop** (provided by Sport NI and Local Authorities). A mandatory pre-learning element must be completed prior to attending a workshop. The workshops are available in online and face-to-face formats through the Local Authority Sports Development Officer. Alternatively, contact Sport NI: <http://www.sportni.net/clubs-coaching/safeguarding/>

#### **Option 3. Courses for individuals who live in Scotland**

**Child Wellbeing and Protection in Sport** (provided by Sport Scotland). For coaches over the age of 16 working in Scotland. The training will provide you with the knowledge on child wellbeing and protection that will give you the confidence to deal with issues that may arise in your role working with children. This course is ideal for new coaches or coaches who have not received training within the last three-year period, who live in Scotland. The course is a combination of one eLearning module and one face-to-face module. Find out more: <https://sportscotland.org.uk/training>

#### **Option 4. Courses for individuals aged 13-18 years old**

**Safeguarding & Protecting Children 16 - 18 (Online Classroom)** (provided by UK Coaching). This tutor led online classroom is written and delivered with the safety of the young coach in mind throughout. It covers all the appropriate content to support younger coaches to recognise safeguarding and child protection best practice as an important part of your great coaching journey. Find out more: [Safeguarding & Protecting Children 16 - 18 \(Online Classroom\) - UK Coaching](#)

**Keeping Safe in Sport – Safeguarding for Young Volunteers (13+)** (provided by UK Coaching) This tutor led face to face workshop is designed to introduce young coaches, officials, volunteers, and sports leaders to the concept of good safeguarding practice and is ideal for young coaches (aged 13-17) who are too young for the adult 'Safeguarding and Protecting Children' certification. Please email [safeguarding@archerygb.org](mailto:safeguarding@archerygb.org) if you are 13 – 15 years of age and need to attend this course. Find out more: [Keeping Safe In Sport: Safeguarding For Young Volunteers \(13+\) - UK Coaching](#).

#### **Option 5. Courses for renewing coaches**

**Renewal: Safeguarding and Protecting Children** (provided by UK Coaching). *Suitable only for renewing coaches, that last took a tutor-led course (options 1-4 above).* This eLearning course is a convenient way for you to refresh, consolidate and update your understanding of safeguarding at a time to suit you. There are three versions of this course to choose from. They all contain a core safeguarding refresher module, plus they each have an additional module with a focus on a topical aspect of safeguarding and protecting children in sport. Find out more: <https://www.ukcoaching.org/courses/learn-at-home/sgp>

#### Other Courses

We recognise that many people access safeguarding and child protection training through other means, such as through their work. To be accepted, a copy of the safeguarding content will be required to ensure that it aligns with the requirements of safeguarding in a sporting environment, and this can be sent to Archery GB's safeguarding team for review: [safeguarding@archerygb.org](mailto:safeguarding@archerygb.org)

#### Continuing Professional Development (CPD)

Additional courses are available to coaches to broaden their knowledge of safeguarding and explore wider topics. These courses are not a direct alternative to safeguarding children training but can be counted as continued professional development (CPD). Find out more:

<https://www.ukcoaching.org/courses/elearning-courses/safeguarding-adults>

<https://www.ukcoaching.org/courses/workshops/how-to-coach-disabled-people-in-sport>

The Duty to Care Toolkit is a series of Knowledge Checks and coach learning resources set across the five distinct pillars that represent the Duty to Care ethos: Safeguarding, Inclusion, Diversity, Wellbeing, and Mental Health. Find out more: <https://www.ukcoaching.org/duty-to-care>



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