



**KEEPING EVERYONE SAFE INCIDENT OR CONCERNS FORM**

Welcome to the 2021 School Games which is being held in Loughborough from the 1st – 4th September 2022.

This information is designed to support the *2022 School Games Safeguarding Plan* which is available on the School Games website <http://www.schoolgamesfinals.org/> The primary aim of the Plan is to minimise the risks to children and young people and to maximise their enjoyment at this unique event.

We have ten sports participating: Athletics, BMX, Cricket, Cycling, Hockey, Laser Run, Netball, Triathlon, Wheelchair Basketball and Wheelchair Tennis. Everybody involved in the 2022 School Game has signed a Code of Conduct which identifies our expectations of behaviour throughout the event.

Each sport has a dedicated Safeguarding Lead and a Safeguarding Officer, whose role it is to support the welfare of athletes and young people involved in the event. The safeguarding team is managed by the Safeguarding Manager, Liza Ware, from the NSPCC Child Protection in Sport Unit (CPSU).

# What should be reported?

The welfare of the child is paramount throughout the 2022 School Games. In order to achieve this principle, you are asked to complete the form for any worries/ issues/concerns, accidents or incidents no matter how trivial they might appear. Concerns may be about the behaviour of any child or adult involved or spectating at the Event and *could* include:

* General concerns about a child’s welfare
* Concerns related to a safeguarding incident e.g., bullying or poor practice
* Suspicions or allegations of misconduct
* Breaches of the 2022 School Games Code of Conduct
* Allegations of abuse made by or against any young person or adult at the Event
* An injury

Please complete the form and pass to any member of the safeguarding team. If you would like further details of what should be reported please refer to the *2022 School Games Safeguarding Plan Section 10 – What should be reported?*

To discuss a specific concern or issue please contact your sport specific safeguarding team or the Safeguarding Manager for the 2022 School Games.

Your information regarding any issues or concerns you have related to the School Games is really important to us to learn for the development and future planning of School Games Events.

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| **Reference (office use)** | **Date** |
| **Name of young person/adult:** | **Sport:** |
| **Age/Date of Birth (if known):** | **Gender** |
| **What is the concern?** (Include details of the person whose behaviour has raised concerns) | |
| **When and where did this happen?** | |
| **What actions have you (or someone else) taken?** (Please provide Information of actions, and names and contact numbers of others that have taken action) | |
| **Do you have any other comments or recommendations?** | |
| **Your name:** | **Your sport:** |
| **Role at the 2021SG** Relationship to person above (e.g., Team Manager) | **Easiest way to contact you** (e.g., mobile phone number |