

**Club Welfare Officer**

Role Description:

To be clear about the club’s responsibilities when running activities for children and young people. To help club personnel understand what their ‘duty of care’ towards children and young people actually means and entails on a day-to-day basis.

Commitment:

Average of three hours per week, however maybe more if there is an incident. Attending meetings on evenings and attendance at committee, disciplinary and manager meetings.

Responsibilities:

* To be clear about the club’s responsibilities when running activities for children and young people
* Have a safeguarding children policy in place, anti- bullying policy and a equality policy
* Referring a concern about the welfare of a child
* Communicating with parents
* Monitor repeated incidents of poor behaviour