

# Safeguarding Strategy Group (SSG) Terms of Reference

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The aim of the SSG is to oversee the safeguarding and protection of all children, young people, and adults in Youth Sport Trust activities.

## 1. Purpose

- 1.1 In relation to children and young people, the SSG will review the Youth Sport Trust strategy to maintain the Child Protection in Sport Unit (CPSU) Standards for Safeguarding and Protecting Children in Sport.
- 1.2 In relation to adults, the SSG will review the Youth Sport Trust strategy to achieve and maintain the Ann Craft Trust Safeguarding Adults in Sport Framework.
- 1.3 The SSG will monitor, develop, implement, and review the Safeguarding Policies and Safeguarding procedures and guidelines.
- 1.4 The SSG will drive the implementation plan for safeguarding and protecting children, young people, and adults at the Youth Sport Trust.
- 1.5 The SSG will be the advocates for safeguarding ensuring it is embedded into all areas of the Youth Sport Trust's work.
- 1.6 The SSG will ensure adherence to all legislation, statutory regulations and guidance and any other safeguarding related learning, guidance or best practice via the Lead and Deputy Safeguarding Officers attending appropriate events.
- 1.7 The SSG will identify, embed, and share best safeguarding practice internally as well as externally with our partners.

## 2. Profile of the Group

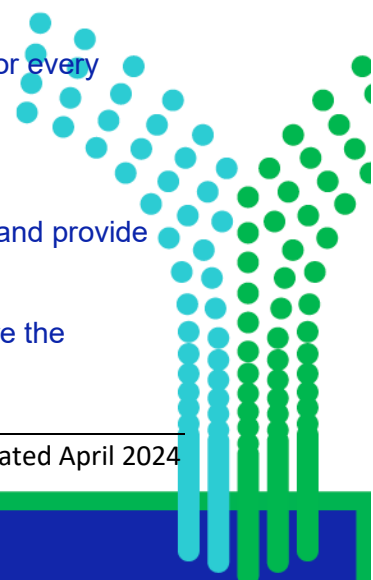
### 2.1 Membership will comprise

- 2.1.1 A member of the Senior Leadership Team
- 2.1.2 The Board Welfare and Safety Champion
- 2.1.3 A member of the Delivery Team whose responsibilities involve working with young people and children
- 2.1.4 Lead or Deputy Safeguarding Officer
- 2.1.5 Events Manager
- 2.1.6 Other individuals with expertise in sport, activity and safeguarding children, young people, and adults
- 2.1.7 Independent Safeguarding Consultant

Membership at each meeting will reflect the content of the agenda. A quorum for every decision is a minimum of three members of the SSG.

## 3. Roles and Responsibilities

- 3.1 The Youth Sport Trust Lead Safeguarding Officer will coordinate meetings and provide information and support to the group, as required.
- 3.2 The agenda and any supporting information will be sent one (1) week before the meeting.



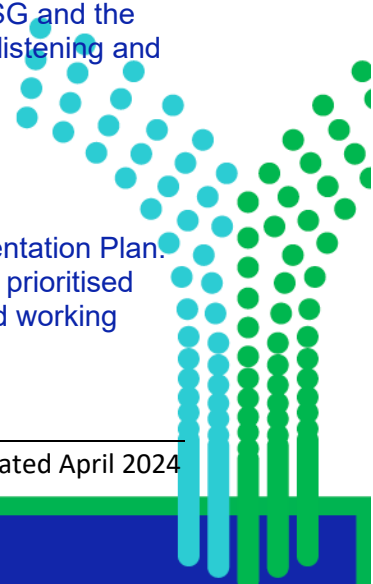
- 3.3 All members of the SSG will undertake the CIMSPA endorsed Safeguarding at the Youth Sport Trust e learning awareness training within one (1) month of appointment.
- 3.4 A minimum of three members of the SSG will have undertaken YST approved Safeguarding and Protecting Children training, any relevant refresher modules and the UK Coaching/NSPCC/CPSU Time to Listen training workshop.
- 3.5 A minimum of three members of the SSG will have undertaken the Ann Craft Trust Advanced Safeguarding Adults in Sport and Activity training and relevant refresher modules and / or CPD.
- 3.6 All members will proactively engage in the SSG.
- 3.7 All members will proactively share, update and cascade information to their teams and the Safeguarding Champions.
- 3.8 All members will undertake or contribute to a safeguarding role at a YST event/activity at least once a year and shall champion the safeguarding role.
- 3.9 All members agree to be an offsite Event Triage Panel member at a YST event/activity at least once a year (as necessary).

#### **4. Principles**

- 4.1 The welfare of children, young people and adults is paramount, and any strategic decisions made by the group will reflect this ethos.
- 4.2 The SSG is accountable through the Chief Executive Officer and Board Welfare and Safety Champion.
- 4.3 The SSG is empowered to make decisions relating to the strategy of safeguarding and protecting children, young people, and adults on behalf of the Youth Sport Trust.
- 4.4 All matters discussed are confidential and not for disclosure outside the SSG (unless agreed in advance by the SSG).
- 4.5 The SSG will meet in person or via teleconference a minimum of ten (10) times a year to review and support safeguarding and protecting children, young people and adults and other relevant strategic business of the group.
- 4.6 The Board Welfare and Safety Champion to be present at five (5) meetings per year. The SSG to update the Board Welfare and Safety Champion where they cannot be in attendance. Such updates to be verbal or in written form (as practicable).
- 4.7 The Board Welfare and Safety Champion to act as the link between the SSG and the Board, promoting safeguarding at a strategic level, supporting a culture of listening and ensuring safeguarding is prioritised and resourced across the charity.

#### **5. Key Tasks**

- 5.1 To promote shared ownership and integration of the Safeguarding Implementation Plan. Ensuring safeguarding and protecting children, young people and adults is prioritised across all teams and embedded in YST policies, procedures, guidance and working practices across the charity.



- 5.2 The SSG will review and monitor the safeguarding policies, procedures and guidelines for children, young people, and adults on an annual basis or as necessary should an urgent need be identified.
- 5.3 The SSG will review any identified trends related to safeguarding children, young people, and adults. This may include identifying development of further policy, procedures, guidance, training, and any other support needs.
- 5.4 The SSG will consider, review and provide safeguarding feedback to the Board on matters referred to the SSG through the Board Welfare and Safety Champion. Such matters to include, but not be limited to, new working areas, priorities and strategies and changes to existing working areas, priorities and strategies.
- 5.5 The SSG will engage and meet with the Safeguarding Champions across the charity monthly. The Champions being the “check and challenge” of the SSG.
- 5.6 The SSG to consider, review and act on innovative ideas, feedback, concerns, and challenges raised by the Safeguarding Champions. This could include but not be limited to the development of new or existing safeguarding policies, procedures, and guidelines across the charity.
- 5.7 The SSG to provide regular reports to the Board identifying key areas of discussion and action and any other information related to safeguarding children, young people, and adults across the charity.

