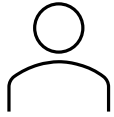


Safeguarding Officer



The Safeguarding Officer is the first point of contact for all safeguarding enquiries within your Club. This role helps to ensure that the welfare of all children, young people, and adults at risk is promoted in the Club's activities. They should develop a positive culture that encourages both children and adults to share any concerns they have and be confident that they will be listened to. It is mandatory to have a safeguarding officer within your Club.

Responsibilities and Duties

It is the role of the safeguarding officer to promote the welfare of all Club members. This can include:

- Ensuring you are familiar with Motorsport UK Safeguarding policies, procedures, and guidance.
- Actively maintain and promote Club Safeguarding policies.
- Ensuring that you (or a nominated other) are in attendance and/or contactable at all events.
- Be the first point of contact for Club members if they have an issue or concern regarding someone's welfare.
- Being aware of resources that can help support club members.
- Undergo safeguarding training when requested by Motorsport UK.

One of the main responsibilities of a safeguarding officer is managing incidents concerning the welfare of children and adults at risk. This can involve:

- Reporting safeguarding concerns to the Motorsport UK Safeguarding Team within 24 hours of becoming aware or notified.
- Maintaining accurate records of safeguarding incidents.
- Promoting and ensuring that confidentiality is maintained.
- Sharing information on a need to know basis.
- Liaising with statutory authorities as required/requested.

As a participating member of motorsport, they should uphold the values of the [Race With Respect code](#).

Skills and Qualities

A safeguarding officer should:

- Demonstrate good communication skills
- Demonstrate a knowledge of equality and diversity issues
- Actively display and encourage the behaviours expected in the Race with Respect code of conduct
- Maintain a professional boundary with children, young people, and adults at risk
- Be approachable and friendly
- Have knowledge of safeguarding resources and legislation
- Be willing to learn about safeguarding
- Have ability to handle emotionally distressing matters and/or seek support if required
- Have administration and systems (records) management skills

For more information guides visit the Motorsport UK Club Toolkit.

For guidance and suggestions of further guides, email the Motorsport UK Club & Community Development Team at club.development@motorsportuk.org