

Terms of Reference 15B  
Created November 2020



## HAMPSHIRE COUNTY SAFEGUARDING POLICY ASSISTANT

### 1501 Purpose and Skills required

1. The purpose of the County Safeguarding Policy Assistant(s) is to constantly review and update Hampshire RFU Safeguarding policies to keep them in line with current regulation.
2. Key Relationships: Deputy CBSM in charge of Policy, CBSM, Chair of CB Game Development Committee, CB Executive Director, Chair of CB Board.
3. The person should also have a range of key skills and attributes including: *empathy, approachability, good sense of humour, comprehensive communication (speaking AND listening) skills, objectivity, sound knowledge of relevant RFU policies and procedures, attention to detail, resilience and dedication to the cause of safeguarding young people.*
4. In return, the appointed individual(s) will receive support from the CB, CBSM, Safeguarding Deputy in charge of Policy and RFU Safeguarding team in the form of training and regular communications and will receive resources to support them in the delivery of this voluntary role.
5. The County Safeguarding Policy Assistants(s) will ideally have a background in child protection and/or safeguarding, as well as being well versed in Policy regulation.

### 1502 Composition of Committee and Frequency of Meetings

The County Safeguarding Policy Assistant will attend meetings as necessary with the Safeguarding Deputy in charge of Policy and also with all Club Safeguarding Officers. (CSOs)

These meetings can be held Virtually if holding a group meeting is not possible. (Online over a meetings platform)

### 1503 Accountable to

The Safeguarding Deputy in charge of Policy, County Safeguarding Manager, Game Development Chairman and the RFU safeguarding Manager for all matters concerning Safeguarding in Member Clubs.

### 1504 Authorised to

undertake any appropriate RFU Safeguarding courses.

### 1505 Tasks

to be an active member of the CB Safeguarding team, and to offer support and guidance to the clubs in the area of Safeguarding Policy supportive and helpful at the same time as not being not critical.

### 1506 Additional Tasks that could be delegated to team members

1. To offer guidance and support to Club Safeguarding Officers in all matters on Safeguarding Policy.
2. To distribute literature, electronic communication and new developments concerning the Safeguarding of young people to the CB and clubs as appropriate