


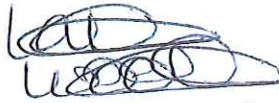


**Ball Assistants Safeguarding Policy**  
**Ipswich Town Football Club**

**Created October 2018**

**Review Date October 2019**

*Updated version 2- Oct 24th, 2018*

Updates	Who	Date of Last Review	Next Review	Signature and Date Safeguarding Manager DSO
October annually	Ian Milne	October 2018	October 2019	 18.10.18  18.10.18

## **Ball Assistants Policy**

Ipswich Town will endeavour to ensure the safety and protection of Child Ball Assistants, whilst carrying out their duties at Portman Road through adherence to the club's Safeguarding Children Policy and Procedures and Health and Safety Policy.

In addition, the following rules apply:

- Ball assistants will be a minimum of 14 years of age and will be subject of a Code of Conduct and a statement of conditions issued by the club, which must be signed by the child and their parent/guardian.
- Ball assistants will be supervised by at least two members of ITFC staff. All supervising staff will be subject of Enhanced DBS checks and will have completed the ITFC Safeguarding Children Induction.
- Male and Female staff, wherever possible, will be used to supervise mixed gender groups.
- Separate gender appropriate changing areas will be made available if required.
- No photographs will be taken in the changing areas.
- Staff should avoid any situation where they may be left alone with a ball assistant.
- All ball assistants will receive a Health and Safety Induction prior to carrying out their duties; this shall be notified to that child's parent/guardian.
- All ball assistants and their parent/guardian will be provided with the name and contact details of the Safeguarding Manager of the club.