SAFEGUARDING POLICY AGAINST HARASSMENT AND ABUSE

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INTRODUCTION

Safeguarding is the responsibility of Inclusive Dance UK to make sure their staff, volunteers, operations, and programmes do no harm to children or vulnerable adults, or expose them to harassment, abuse, or exploitation. It is, however, increasingly becoming best practice to think about how we always safeguard everyone in our organisations, including protecting staff and volunteers from inappropriate behaviour such as bullying and harassment.

Inclusive Dance UK, is a Charitable Incorporated Organisation CIO which in its constitution has the object of THE RELIEF OF DISABLED PEOPLE BY THE PROVISION OF RECREATIONAL FACILITIES IN THE FORM OF WHEELCHAIR DANCING.

Inclusive Dance UK seeks to create an atmosphere in which everybody who participates in, events and activities organised by Inclusive Dance UK**,** can have a safe, rewarding, and positive experience.

Harassment, abuse, or exploitation can occur in any sport and recreational activities, thus impacting the rights and wellbeing of athletes, and those working in other roles. The IOC Consensus Statement of 2016 as well as the IPC Policy on Non-Accidental Violence and Abuse in Sport 2016 provide some examples of consequences of different forms of harassment, abuse and exploitation in sport including the physical and emotional harm caused to victims and the reputational damage caused to sporting organisations.

Therefore, there is a high priority to seek to protect everyone involved in in events and activities organised by Inclusive Dance UK in the belief that all athletes, coaches, officials, staff, and volunteers have the right to participate in sport in a safe and inclusive environment that is free from all forms of harm, discrimination, harassment, abuse, exploitation, violence, and neglect.

Inclusive Dance UK Safeguarding Policy against Harassment and Abuse in Sport aims to:

- Provide a framework for promoting the prevention of harassment, abuse, and exploitation in the sport.
- Raise awareness of, and provide clarity on, what constitute harassment, abuse, and exploitation.
- Outline the process for reporting concerns of harassment, abuse, exploitation, and how reported concerns will be managed.

Thereby promoting a safe and inclusive environment for all involved in events and activities organised by Inclusive Dance UK.

DEFINITIONS

Athletes with disabilities: those who have long-term physical, mental, intellectual, or sensory impairments that, on interaction with certain barriers, may hinder their full and effective participation in society on an equal basis with others.

Bullying or cyberbullying: unwanted, repeated, and intentional aggressive behaviour usually among peers, and can involve a real or perceived power imbalance. Bullying can include actions such as making threats, spreading rumours or falsehoods, attacking someone physically or verbally,

vandalising personal property, deliberately excluding someone, making practical jokes which cause awkwardness or embarrassment, endangering a person's safety, or negatively affecting performance.

Children: are defined as young persons under 18 years of age and are protected under the United Nations Convention on the Rights of the Child which has been adopted by 197 nations.

Grooming: refers to an individual working to create an emotional connection with a child to gain their trust with the distinct purpose of sexual abuse or exploitation. Grooming can be undertaken by both males and females and can occur both online and in the real world. It can be undertaken by an individual the child or young person knows or by a stranger. Many children and young people will not understand that they have been groomed and that it constitutes abuse. Abusers may invest a lot of time and effort into gaining a child's and possibly the rest of their families trust by:

- Offering advice and understanding
- Buying gifts, such as equipment
- Giving the child attention
- Using their professional position or reputation
- Taking them on trips, outings, or holidays

Once they have established trust, groomers will exploit the relationship by isolating the child from friends or family and making the child feel dependent on them. They will use any means of power or control to make a child believe they have no choice but to do what they want. Abusers may introduce 'secrets' to control or frighten the child. Sometimes they will blackmail the child, or make them feel ashamed or guilty, to stop them telling anyone about the abuse.

Hazing: an organised, usually team-based, form of bullying in sport, involving degrading and hazardous initiation of new team members by veteran team members.

Harassment: directly or indirectly engaging in conduct that the respondent knows or ought to know (a) causes harm or inspires the reasonable belief that harm may be caused to the complainant or a related person by unreasonably (i) following, watching, pursuing or accosting of the complainant or a related person, or loitering outside of or near the building or place where the complainant or a related person resides, works, carries on business, studies or happens to be; (ii) engaging in verbal, electronic or any other communication aimed at the complainant or a related person, by any means, whether or not conversation ensues; or (iii) sending, delivering or causing the delivery of letters, telegrams, packages, facsimiles, electronic mail or other objects to the complainant or a related person or leaving them where they will be found by, given to, or brought to the attention of, the complainant or a related person; or (b) amounts to sexual harassment of the complainant or a related person.

Harassment can take a variety of forms with the most common being:

- Suggestive sexual comments
- Racist insults/jokes
- Verbal abuse
- Unwelcome attention

Homophobia: antipathy, contempt, prejudice, aversion or hatred towards Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual (LGBTQIA2S+) persons.

Neglect: the failure of parents, care givers and those supervising children to meet a child's physical and emotional needs or failure to protect a child or adult from exposure to danger.

Negligence: acts of omission regarding athlete safety. For example, depriving an athlete of food/or drink; insufficient rest and recovery; failure to provide a safe physical training environment; or developmental age-inappropriate or physique- inappropriate training methods.

Physical abuse: non-accidental trauma or physical injury caused by punching, beating, kicking, biting, burning or otherwise harming an athlete. This could include forced or mandated inappropriate physical activity (e.g., age- inappropriate or physique-inappropriate training loads; when injured or in pain); forced alcohol consumption; or systematic doping practices.

Psychological abuse: a pattern of deliberate, prolonged, repeated non-contract behaviours within a power differentiated relationship. This form of abuse is at the core of all other forms. Some definitions refer to emotional or psychological abuse interchangeably. In this document, we refer to psychological abuse in recognition that the psyche consists of more than emotions. It also consists of cognitions, values and beliefs about oneself, and the world. The behaviours that constitute psychological abuse target a person's inner life in all its profound scope.

Psychological abuse can take a variety of forms with the most common being:

- Confinement
- Isolation
- Verbal assault
- Humiliation
- Intimidation
- Infantilising

any other treatment which may diminish the sense of identity, dignity, and self-worth.

Safe Sport: an environment that is respectful, equitable and free from all forms of non-accidental violence to athletes and others participating in sport.

Sexism: is the belief that one sex or gender is superior to another. Sexism is distinguished by prejudice or by discrimination based on person's sex or gender. Although sexism can affect anyone, women and girls are more often affected by sexism.

Sexual abuse: any conduct of a sexual nature, whether non-contact, contact or penetrative, where consent is coerced/ manipulated or is not or cannot be given.

Sexual harassment: any unwanted and unwelcome conduct of a sexual nature, whether verbal, non-verbal or physical.

Vulnerable Adult includes any person aged 18 or over who is, or may be, in need of services by reason of a disability, age or illness, and who is, or may be, unable to take care of themselves. Vulnerable adults also include any person over 18 years of age who is unable to protect themself against significant harassment, abuse, neglect, or exploitation because of their athletic ability, race, gender, sex, health status, pregnancy, marital status, ethnic or social origin, colour, sexual orientation, age, disability, religion, conscience, belief, culture, language, or birth.

Young Adults are young persons over 18 years of age transitioning from childhood to adulthood. With limited life experience they may not have developed resilience and may be more at risk of harassment, abuse, or exploitation.

TO WHOM AND WHEN DOES THIS POLICY APPLY?

Without any distinction of age, gender, race, religion, creed, ethnical origin, physical attributes, sexual orientation, athletic ability, socio economic status or other kind of unfair discrimination; this Policy applies to anyone who:

- Currently is or was at the time of a possible violation of this Policy, within the governance or disciplinary jurisdiction of Inclusive Dance UK or who is seeking to be within the governance or disciplinary jurisdiction of Inclusive Dance UK.
- Is an athlete, coach, technical official, medical official, classifier, official or any entourage member of the athletes at any level or category of the competitions of Inclusive Dance UK
- Is a member of staff or office holder of Inclusive Dance UK.
- Is a volunteer or a person who works for the Local Organising Committee (LOC) at any event which falls under the jurisdiction of Inclusive Dance UK**.**

This Policy always applies to all Inclusive Dance UK Member Federations and during Inclusive Dance UK sanctioned events. It will also apply when takes teams abroad either for training camps or competitions.

WHAT IS HARASSMENT AND ABUSE?

Harassment and Abuse can be expressed but not limited to, in five forms which may occur in combination or in isolation.

- Psychological abuse
- Physical abuse
- Sexual harassment
- Sexual abuse
- Neglect

This Policy contains all the definitions from the IOC Consensus Statement 2016 as well as from other relevant sources and provides more details on various forms of Harassment and Abuse.

Harassment and Abuse can be based on any grounds including race, religion, colour, creed, ethnic origin, physical attributes, gender, sexual orientation, age, disability, socio-economic status, and athletic ability. It can include a one-off incident or a series of incidents. It may be in person or online. Harassment may be deliberate, unsolicited, or coercive. The improper behaviour does not have to be made with the intent to harass or discriminate, to be in violation of this policy.

Harassment and Abuse often result from an abuse of authority, meaning the improper use of a position of influence, power, or authority by an individual against another person.

All Athletes and others participating in sport are susceptible to being a target of the various forms of Harassment and Abuse.

The impact of the various forms of harassment and abuse on a participant may include any or all:

- Physical e.g., illnesses and injuries, loss of performance, eating disorders, sexually transmitted infections, post-traumatic stress disorder.
- Emotional e.g., volatile mood states.
- Behavioural e.g., drop out of the sport / competition, potential for cheating.
- Mental Health / Cognitive e.g., anxiety, depression, self-harm, suicide, low self-esteem.
- Effect on relationships e.g., belittling, social exclusion.

The following conduct constitutes a violation of this Policy:

- Psychological abuse (which includes Grooming, Hazing, Bullying and other forms)
- Physical abuse
- Sexual harassment
- Sexual abuse
- Neglect
- Complicity i.e., assisting, encouraging, aiding, abetting, conspiring, covering up or any other type of intentional complicity involving a violation of this Policy
- Retaliation

  Retaliation is any adverse action taken by an accused person or their associates against a person participating in any investigation or proceedings initiated by Inclusive Dance UK pursuant to this Policy. Retaliation by an accused person or their associates against a person for making an allegation, supporting a reporting party, or providing information relevant to an allegation is a serious violation of this Policy.

- Failure to cooperate.

  Failing to cooperate with any investigation carried out by, or on behalf of , Inclusive Dance UK in relation to a possible breach of this Policy, including, without limitation, failing to provide accurately, completely and without undue delay any information and/or documentation and/or access or assistance requested by Inclusive Dance UK as part of such investigation.

  Obstructing or delaying any investigation that may be carried out by, or on behalf of, Inclusive Dance UK in relation to a possible violation of this Policy, including without limitation concealing, tampering with, or destroying any documentation or other information that may be relevant to the investigation.

RESPONSIBILITIES

Inclusive Dance UK

The executive body of **insert National member name** shall formerly adopt this policy and ensure that the policy and accompanying procedures are operationalised.

Inclusive Dance UKshall appoint Safe Sport Officers who shall be responsible for implementing **Inclusive Dance UK**Safeguarding Policy and Procedures.

Inclusive Dance UKSafe Sport Officers shall be responsible for:

- Raising awareness of ***Inclusive Dance UK***Safeguarding Policy and Procedures including the procedures for reporting concerns of harassment and abuse in the powerchair hockey, wheelchair fencing, events and activities organised by World Abilitysport.
- Ensuring that reported concerns of harassment and abuse are managed in a timely, fair, and responsible manner.
- Ensuring that all those persons involved in an alleged incident of harassment or abuse are appropriately supported.
- Providing reassurance to those who are concerned about a possible alleged incident that their personal information will not be disclosed, except, for example, if the concerned person gives their prior consent.
- Promptly informing a member organisation of any allegations (where possible) and/or sanction(s) imposed on any person under their jurisdiction relating to any harassment and/or abuse case(s).
- Guaranteeing secure storage of records for 10 years, counted from the conclusion of the assessment procedure.
- Imposing appropriate disciplinary or corrective measures when there has been a violation of this Policy.
- Ensuring that there is a safeguarding plan and reporting procedure in place at all Inclusive Dance UKevents underlining the commitment of Inclusive Dance UKto ensure that participants know that their safety and welfare are of paramount importance.
- Ensuring that at all ***Inclusive Dance UK***events, that Safe Sport Officers shall be appointed reporting to ***Inclusive Dance UK***Safe Sport Managers. Event Safe Sport Officer(s) will be named in all pre-event information and at the team meeting before competitions and should be available to be contacted throughout the duration of the event.
- Providing and raising awareness of suitable educational resources and training opportunities for all participants in powerchair hockey, wheelchair fencing, events and activities organised by World Abilitysport.
- Maintaining a register of suspended, disciplined, and disqualified individuals.
- Coordinating with respective organisations (the IOC, the IPC, the International Federations, etc.) to prevent migration of suspended, disciplined, and disqualified individuals to other sports or jurisdictions.
- Actively promoting best practice in safeguarding in sport.
- Updating the Policy and related procedures when appropriate.

Organisations or Federations in membership of Inclusive Dance UK

All Organisations or Federations in membership of Inclusive Dance UK must play their part in ensuring that, events and activities organised by Inclusive Dance UK is free from any kind of Harassment and Abuse.

All Organisations or Federations in membership of Inclusive Dance UK shall have their own safeguarding policy and procedures which shall be aligned with:

- The applicable laws in their country
- Inclusive Dance UK ‘s Safeguarding Policy
- Inclusive Dance UK’s guidance on National Federation Safeguarding Policies and Procedures

Member organisations or Federation Safeguarding Policies and Procedures shall be formally approved by the executive body of their organisations or Federations.

Member Organisations or Federations shall ensure that their Safeguarding Policies and Procedures are accessible and are communicated to their stakeholders.

It is recommended that all Member Organisations or Federations should have a written safeguarding policy or officially adhere to the one of its National Olympic and/or Paralympic Committee or World Ability Sport that is accessible and easily understood by all their members as well as being actively promoted.

Member organisations or Federations should also research what their obligations are in relation to mandatory reporting to public authorities within their country and are responsible for defining and implementing their own policies and procedures, having been adapted to their own national legal framework and consistent with this Policy, to protect their athletes, staff and volunteers from harassment and abuse. In compiling such policies, National Federations should include understandable procedures relating to:

- Expected standards of behaviour towards other participants
- The identification of signs of abuse, bullying, psychological stress etc., and include the relevant definitions
- Taking participants away on trips / tours
- The use of mobile equipment, information technology and social media (e.g., email / internet / Facebook)
- The actions that will be taken in the event of an incident or grounds for concern
- The identification of applicable laws regarding disclosure of information
- How complaints will be dealt with, associated timescales and disciplinary processes
- The appointment of a Safe Sport Officer/s
- Ensuring that all participants understand their role and responsibilities in respect of safeguarding.
- Ensuring that participants receive necessary training.
- The secure storage of records of all safeguarding concerns
- Managing reports of alleged incidents of harassment and abuse relating to persons that are members of their organisation or federation, through their local bodies or clubs, including athletes, staff, and volunteers.
- Ensuring all participants, representing their federation at a Inclusive Dance UK managed activity, are aware of, and understand**,** Inclusive Dance UK Safeguarding Policy against Harassment and Abuse in Sport.
- Strongly communicate and promote education and prevention against any form of Harassment and Abuse in their federation.
- Promptly inform Inclusive Dance UK of any allegations (where possible) and/or sanction(s) imposed on any person under their jurisdiction relating to any harassment and/or abuse case(s).

Participants in the Sport

Everyone involved in, events and activities organised by Inclusive Dance UK has a duty of care to other participants in the sport especially children and vulnerable adults. Participants in the sport are responsible for:

- Taking action to safeguard others against harassment and abuse in sport.
- Reporting their concerns to a Safe Sport Officer where they have reason to believe that another participant has experienced or is experiencing harassment and abuse. Information should be shared on a 'need to know' basis only. The person making a report should keep a confidential note of the information they have passed on, when and to whom.
- Advising their l Federation of any formal disciplinary sanctions relating to harassment and abuse that they have received.
- All those involved in, events and activities organised by Inclusive Dance UK have a responsibility to learn how to recognise and respond to signs of harassment and abuse as well as reporting and acting on any concerns.
- If any participant has concerns about a child or a vulnerable adult, which could be from their own observations or from someone who has shared a concern, should be able to carry out the following steps, as a minimum standard:
    - Assess if the child or adult requires urgent medical or police attention?
    - If yes, contact emergency services immediately.
    - If no, report the concern to the relevant Safe Sport Officer.
    - Complete an Incident Form (Appendix B) within 24 hours.

SAFE SPORT MANAGERS

Inclusive Dance UK should appoint Safe Sport Officer is similar in different organisations but may have a different title. Titles might be "Designated Safeguarding Lead or Office", "Safeguarding Focal Point", Welfare Officer" or similar.

Inclusive Dance UK shall appoint a minimum of two persons, one man and one woman, who shall have expertise in Safeguarding in Sport as Safeguarding Officer.

Inclusive Dance UK Safeguarding Officer shall have the following role and duties:

- To act as the main point of contact for anyone reporting concerns of Harassment and Abuse to Insert National Members Name.
- To act as the main point of contact for Member organisations or Federations regarding Safeguarding matters.
- To review safeguarding concerns reported to Inclusive Dance UK and refer cases to appropriate bodies for action based on the nature of the concern raised.
- To refer cases to Member National Federations as is appropriate.
- To refer cases to Insert National Members name a disciplinary or ethical where appropriate.
- To provide, if requested, support to anyone who reports concerns of possible Harassment and Abuse and/or to anyone who has been the subject of Harassment and Abuse as is appropriate.
- To implement and uphold Insert National Members Name Safeguarding Policy and Procedures.

- To agree safeguarding plans with the Local Organising Committee (LOC) and the host organisation at Inclusive Dance UK events.
- To respect the confidentiality of all parties concerned in respect of raised concerns.
- To ensure where concerns raised are required in law in specific jurisdictions to be reported to relevant authorities that this is done.

APPLICABLE LAW / RELEVANT AUTHORITIES

Insert Name of Member organisation Safeguarding Policy's related laws are Insert National Members name Rules

"[For clarity], unless the local organisation or Federation has more stringent criteria, governing Safeguarding Policies for that l Federation will constitute the minimum standard required by Inclusive Dance UKfor the local organisation or Federation to be compliant and adherent to its Safeguarding governance."

In case of any report to the relevant local authorities, the applicable law will be the national law of the country where the incident happened.

In respect of concerns raised with Inclusive Dance UK through its reporting processes and its Safe Sport Managers, the Safe Sport Managers will review the reports to determine whether the matter should be referred to the relevant authorities of the country where the incident happened, or whether it should be referred to the relevant Member National Federations, or whether Inclusive Dance UK should exercise jurisdiction over the matter.

If the raised concern of Harassment and Abuse is be considered as a penal infraction/criminal violation the matter should be referred to the relevant authorities in the country where the incident occurred. Referral can be made by the Member National Federation's Safe Sport Officers or by World Abilitysport's Safe Sport Managers. If there are concerns for the safety of a child or vulnerable adult, the matter should be reported immediately to the relevant local authorities.

I Members Organisations and federations can only engage in a disciplinary or ethical procedure after any sanction is taken by the relevant local authorities in accordance with the applicable law. However, precautionary suspension of the alleged perpetrator from activities in the sport may be imposed in case of harassment and abuse where on the balance of probability the accused my pose a risk to children or vulnerable adults.

Raised concerns should normally be managed by the Safe Sport lead of the Member Organisation or Inclusive Dance UK reserves the right to exercise jurisdiction over reported concerns such as at events, where one of the parties to the raised concern holds a senior position in the LOC or Inclusive Dance UK Member organisation lacks the capacity to manage the matter.

Concerns raised against any member of staff of Inclusive Dance UK shall be managed through the organisation's Human Resources policies and procedures.

If the raised concern of Harassment and Abuse cannot be considered as a penal infraction/criminal violation by the relevant local authorities in accordance with the applicable law, Safeguarding officer may commission an investigation into the matter and dependant on the investigation refer the matter

to World Abilitysport's disciplinary body or where the concern constitutes bad practice refer the matter to a competent person/group to manage remedial action.

CONFIDENTIALITY

Safe Sport Managers shall adhere to the confidentiality of all the information received at any phase of the procedure.

All the information provided by the whistle blower shall be kept by the Safe Sport Officer and are considered as confidential at any time.

If a reported concern might constitute a penal infraction/criminal violation, the Safe Sport Officer must share the collected information with the relevant Local Authorities in the country where the incident took place in accordance with the applicable law.

Safe Sport Officers are allowed to use the confidential information in cases where the disclosure is necessary to protect child or adult unable to take care of him- or herself from the Harassment or Abuse that is being suffered as required in law in the country where the incident occurred.

Safe Sport Officers may disclose confidential information in cases involving adults where the alleged victim has given permission for this information to be shared with local authorities to protect them from further harm.

Where the alleged behaviour reported does not constitute a penal infraction/criminal violation but is inappropriate conduct, the Safe Sport Officers shall require the permission of the person who was allegedly subject to harassment or abuse to commission an investigation or to refer the matter to disciplinary proceedings where reported concerns shall be required to disclosed to the person against whom the allegations are made and/or Inclusive Dance UK disciplinary tribunal.

REPORTING CONCERNS

Inclusive Dance UK strongly recommends all incidents of suspected Harassment or Abuse to be reported, regardless of who the offender may be to protect the rights and wellbeing of individuals involved in powerchair hockey, wheelchair fencing, events and activities organised by World Abilitysport.

Whistle blowing

Inclusive Dance UK recognises it can be difficult to report an allegation of misconduct and strives to remove as many barriers to reporting as possible. Anonymous reports may be made without the formality of completing an Incident Report Form (whistle blowing).

Inclusive Dance UK strongly supports whistle blowers by providing a confidential reporting system and believes it is important for anyone who has concerns to speak out early to prevent and stop any harm being inflicted on anyone.

The whistle blower can be anybody who is aware of or has concerns about any form of Harassment and Abuse taking place in the sport.

Where the victim of alleged Harassment or Abuse needs urgent medical or police attention, the whistle blower should immediately contact the appropriate local authorities.

A written report should be submitted to Insert National Members name Safe Sport Managers using World Abilitysport's reporting form.

The whistle blower has a right to conserve their anonymity and all the information they give to the Safe Sport Managers will be treated in strictest confidence. Please be aware however that anonymous reporting may make it difficult for the concern raised to be fully investigated and the allegations to be properly addressed.

Reporting Concerns

Anyone can report any incident or concerns to Safe Sport Officer who are the appropriate persons at Inclusive Dance UK to manage such cases.

When reporting concerns of Harassment or Abuse, the Safe Sport Officer will take a report in the way that is most comfortable for the person initiating the report including an anonymous, in-person, verbal, or written report.

Regardless of the method of reporting, it is helpful to Safe Sport Officers to get the following information:

1) the name of the complainant(s)
2) the type of misconduct alleged.
3) the name(s) of the alleged victim
4) the name(s) of the individual(s) alleged to have committed the misconduct.

Individuals may complete an Incident Report Form. Information on this form will include:

- The name(s) of the complainant(s)
- The type of misconduct alleged (including psychological abuse, physical abuse, sexual harassment, sexual abuse, and neglect)
- The name(s) of the alleged victim(s)
- The name(s) of the individual(s) alleged to have committed the misconduct.
- The approximate date(s) and location(s) where the misconduct was committed.
- The names of other individuals who might have information regarding the alleged misconduct; and
- A summary statement of the reasons to believe that misconduct has occurred.

A copy of Inclusive Dance UK Incident Report Form can be found in the appendices of this policy and on Inclusive Dance UK website [https://inclusivedanceuk.uk/]

All the information provided by the whistle blower shall be kept by the Safe Sport Managers and is always considered as confidential. If the alleged harassment or abuse is considered penal infraction/criminal violations against a child or vulnerable adult, Safe Sport Managers must share the information collected with the relevant local authorities in accordance with the applicable law.

Member National Federations shall report to Inclusive Dance UK Safe Sport Officer any concerns of harassment and abuse that they have been aware of and request advice and support from Inclusive Dance UK Safe Sport Managers.

Case management

Reported concerns need to be reviewed by the Safe Sport Officer to determine whether:

- To report the concern to local authorities if the alleged victim is at risk of further harm or requires medical treatment
- To report the concern to local authorities as is suspected the matter is a penal infraction/criminal violation
- The alleged perpetrator poses on the balance of probability a risk to others in the sport and should be suspended from all activities in the sport pending the outcome of legal proceedings
- The reported concern is not a penal infraction/criminal violation but may constitute unacceptable conduct that breaches World Abilitysport's regulations and codes of conduct
- The unacceptable conduct requires further investigation to determine if there is a disciplinary case to answer or not.
- The reported concern should be referred to World Abilitysport's disciplinary tribunal.
- The reported concern constitutes bad practice and requires to be addressed through some form or remedial action.
- The reported concern is frivolous, and no action is required.

Safe Sport Officers are the only people who can review reported concerns and/or commission an independent investigation to gather any additional information to help determine the nature of the reported concern and whether there is a case to answer.

Where harassment or abuse is suspected, persons bound by Inclusive Dance UK Rules, Regulations, Codes and Policies must provide the Safe Sport Officer with any information, documents, data recordings and storage devices (text, images, sound, etc) in connection with the possible violation or misconduct. Failure to cooperate with the Safe Sport Officer may lead to proceedings before a Inclusive Dance UK disciplinary tribunal.

In case of suspicion of a penal infraction/criminal violation, it is not appropriate the Safe Sport Officers to investigate. They shall contact immediately the relevant local authorities, in accordance with the applicable law.

During the investigation procedure, Safe Sport Managers must respect the confidentiality of the information.

Following the receipt of a reported concern alleging misconduct, Inclusive Dance UK may consider the circumstances in which it will notify other participants including athletes and/or their parents, legal guardians, or carers with whom the accused individual may have had contact.

At Insert National Members name, discretion and as appropriate or required by law, Inclusive Dance UK may notify relevant persons, i.e., competition managers, staff members, contractors, volunteers, parents, legal guardians, carers and/or athletes of any such allegation that (a) law enforcement

authorities are actively investigating; or (b) that Inclusive Dance UK is investigating. Advising others of an allegation may lead to additional reports of harassment or abuse and other misconduct.

Where a criminal investigation is being conducted by law enforcement, Inclusive Dance UK will be guided by the investigating officer as to what information they may share with others and whether they can safely implement precautionary suspension of the accused person from activities in the sport.

Where insert national members name rules and in particular this Policy have been breached, Safe Sport Officer shall inform Inclusive Dance UK disciplinary tribunal to engage in the disciplinary or ethical procedure.

DISCIPLINARY PROCEDURE

Insert the national members name should ensure that their safeguarding policy aligns with their independent disciplinary or ethics procedures. Disciplinary and appeals tribunals hearing should be independent, and no Officer of the insert National Member Name or member of staff should sit on these tribunals.

In the event of Harassment and Abuse, as defined in in this Policy, the disciplinary or ethics panel of Inclusive Dance UK Tribunal will be the only relevant body to conduct hearing into cases and sanction persons in breach of insert national members name Safeguarding Policy and Codes of Conduct.

Inclusive Dance UK Safe Sport Managers are prohibited from sitting on any disciplinary or appeals panel hearing a case of alleged harassment and abuse.

In case of Harassment and Abuse which penal infraction/criminal violation in accordance with the applicable law, the disciplinary procedure will commence after any sanction taken by the relevant local authorities.

Insert National Members name Disciplinary or Ethical Panel is only allowed to take sporting sanctions after any other sanctions taken by the relevant local authorities. Sporting sanctions can only be taken during the disciplinary procedure if they respect the principles of impartiality, right of defence and equality.

Sanctions and measures shall be proportional to the infringement of Inclusive Dance UK Safeguarding Policy. The following factors shall be taken into consideration:

- The nature of the violation
- The severity of the violation
- The number of the violation (it is one time or several repetitions)
- The background of the abused or harassed person (Child, Vulnerable Adult)
- The relationship between the abused or harassed person and the abuser or harasser
- Any other relevant circumstances

The Disciplinary or Ethical Panel of Inclusive Dance UK Tribunal may impose sanctions in accordance with the Disciplinary or Ethical Panel's rules and regulations.

The sportive sanctions taken by the Disciplinary or Ethical Panel of Tribunal will be published on Inclusive Dance UK website as long as the sanction is applicable.

ENTRY TO FORCE

These regulations come into force on 1 September 2025.

TRANSITIONAL PROVISIONS

These regulations apply to violations committed after their entry to force.

They also apply to violations committed before their entry to force if they are more favourable to the accused than the regulations in force at the time of the violation.

APPENDIX A - Educational & Related Resources

The IOC Safeguarding Toolkit has been created to assist the Olympic Movement to develop and implement athlete-safeguarding policies and procedures (www.olympic.org/athlete365/safeguarding/).

To complement the toolkit and ensure that athletes, their entourage, and other individuals understand the core components of this sensitive topic, a free bite-size IOC Athlete Safeguarding e-learning course has been developed and launched on the IOC Athlete Learning Gateway (http://onlinecourse.olympic.org/course/baseview.php?id=39).

Additional resources:

Inclusive Dance UK Codes of Conduct or Ethics

IOC Code of Ethics

IOC Consensus Statement 2016: Harassment and Abuse in Sport

IPC Code of Ethics (including appendix A)

IPC Policy on Non-Accidental Violence and Abuse in Sport (including Games-Time Reporting procedure and Games-Time Report Form attachments)

United Nations Convention on the Rights of the Child

International Safeguarding Children in Sport guidelines (available in several languages)

The Council of Europe: Article 1. (ii) of the European Sports Charter (version dated 2001)

UNESCO: Article 10.1 of the Revised International Charter of Physical Education, Physical Activity and Sport (version dated 2015)

UN Declaration of Human Rights

Safe Sport International

African Union/GIZ Safeguarding in Sport and Sport for Development Contexts Resources (available in six languages)

APPENDIX B - Inclusive Dance UKINCIDENT REPORTING FORM

Date: / /

Please fill out the information below to the best of your knowledge. Out of respect for the importance of this issue and to encourage honest and effective reporting, knowingly making a false or vindictive report will not be tolerated and may be a violation of Inclusive Dance UK Rules & Regulations.

PERSON BEING REPORTED		
Name: (First) (Last)		
IF reg. # (if applicable):	Gender:	Age (or approx.):
Discipline (if applicable):		
Position this individual holds or held: □ Coach □ IF Official □ Trainer □ Athlete □ IF Staff □ Other _____		

ALLEGED OFFENCE INFORMATION
Type of offence (check all that apply): □ Psychological Abuse □ Physical Abuse □ Sexual Harassment □ Sexual Abuse □ Neglect □ Other _____
Location Incident(s) Occurred:
Date(s) of Alleged Offences:
Time(s) of Alleged Offences (hh:mm):
Description of Alleged Offences:

VICTIM OR VICTIMS' INFORMATION		
Name: (First) (Last)		
IF reg. # (if applicable):	Gender:	Age (or approx.):
Discipline (if applicable):		
Additional Information:		

INDIVIDUAL(S) WHO MAY HAVE ADDITIONAL INFORMATION		
Name: (First) (Last)		
IF reg. # (if applicable):	Gender:	Age (or approx.):
Discipline (if applicable):		

Relationship to Parties Involved: Brief explanation of the additional information (if known):

Date: / /

REPORT SUBMITTED BY		
Name: (First)	(Last)	
Are you a Inclusive Dance UK member?	□ Yes □ No	
IF reg. # (if applicable):	Email:	Phone:
Did you witness the alleged offence (s)? □ Yes □ No		
Relationship to victim: □ Self □ Parent/Guardian □ Other family relation □ Friend/Acquaintance □ Coach/Volunteer □ Prefer not to say □ Other _____		
Signature: _____		

ADDITIONAL INFORMATION
Any other information that you feel would be helpful to an investigation of the alleged offence you have reported
CONTACT DETAILS OF OTHER ORGANISATION(S), AUTHORITY(IES), COURT(S), AND/OR POLICE (IF APPLICABLE) INFORMATION

If any other organisation(s), authorities, court(s), and/or the police have been informed of the allegations, please provide us with any relevant details: