

Sutton United Football Club



Reporting Concerns Policy

Purpose

Sutton United Football Club is committed to providing a safe and supportive environment for all players, staff, volunteers and visitors. This policy outlines how to report concerns regarding welfare, safeguarding, health and safety or inappropriate behaviour.

What Should Be Reported

Concerns that should be reported include:

- Safeguarding concerns involving children or vulnerable individuals
 - Poor practice or inappropriate behaviour by staff, volunteers or players
 - Bullying, discrimination or harassment
 - Health and safety risks or unsafe conditions
 - Any incident that makes an individual feel unsafe or uncomfortable
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How to Report a Concern

- Report concerns as soon as possible to a **coach, staff member or the designated safeguarding officer (DSO)**
 - Concerns can be raised in person, by phone or in writing
 - Provide as much detail as possible including dates, times and individuals involved
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Confidentiality

- All concerns will be taken seriously and handled sensitively
 - Information will only be shared with those who need to know
 - Complete confidentiality cannot be guaranteed if a person is at risk of harm
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Safeguarding Concerns

- Any safeguarding concern will be passed to the club's **Designated Safeguarding Officer (DSO)**
 - If a child or vulnerable person is at immediate risk, emergency services will be contacted
 - Concerns may be referred to external agencies where appropriate
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Whistleblowing

- Individuals are encouraged to report concerns without fear of retaliation
 - The club will support anyone who raises a genuine concern in good faith
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Record Keeping

- All reported concerns will be recorded accurately and stored securely
 - Records will include key details of the concern and any actions taken
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Review

This policy will be reviewed annually or following any significant incident.

Policy reviewed: March 2026

Name: Oscar Lugg

Position: Soccer School & Academy Lead

Signed: OSCAR J LUGG

Date: 23rd March 2026

