

Case Management Group: Membership

Introduction

1. It is essential that the Case Management Group (CMG) brings together a wide range of perspectives within their own sport. This will certainly include representatives from the Safeguarding/Child Protection team, Legal, Disciplinary, and an Independent Safeguarding/Child Protection Advisor.
2. Members of the Case Management Group will have either a strategic or operational management role within the sport, and/or an advisory role in relation to safeguarding/child protection.
3. Members of the Case Management Group will be appointed by the Senior Officer with overall responsibility for Safeguarding/Child Protection and Equity and the Safeguarding Manager.
4. Case Management Group members will be expected to:
 - ~ be able to speak for their discipline with authority
 - ~ hold the organisation to account where appropriate
 - ~ ensure that they attend the meetings regularly
 - ~ accept that on occasions they may be called upon to endorse a CMG decision or resolution not in line with their own views
 - ~ have their dissent from a decision or action recorded
 - ~ declare any conflict or potential conflict of interest
5. It is essential that the collective experience of the Case Management Group includes:
 - i) operational experience and knowledge of multi-agency safeguarding
 - ii) detailed knowledge of the legislation and guidance relating to safeguarding issues
 - iii) excellent communication and inter-personal skills, and to be able to relate to professionals within the statutory agencies, members and officials of the sports club etc
 - iv) an understanding of anti-discriminatory practice

Specific Roles:

Chairperson

1. The Chairperson will be a Senior Officer within the sport with overall responsibility for Safeguarding/Child Protection and Equity.
2. The Chairperson will be able to chair the regular meetings, demonstrating personal authority to ensure clear and meaningful decision-making.
3. The Chairperson will be able to communicate effectively with the sport's Council and Governing Body as appropriate in relation to safeguarding/child protection policies and practice.

Safeguarding/Child Protection Manager

1. The Safeguarding/Child Protection Manager is responsible for:
 - ~ the co-ordination of the regular CMG meetings
 - ~ forwarding the agenda, reports on each case etc to all CMG members in advance of each meeting



- ~ ensuring that actions agreed at the CMG are followed up
2. The Safeguarding/Child Protection Manager will possess:
- ~ Good inter-personal and communication skills
 - ~ Good organisational skills
 - ~ Substantial safeguarding/child protection knowledge and experience
3. The Safeguarding/Child Protection Manager will:
- i) provide managerial oversight of all safeguarding/child protection referrals made within the sport
 - ii) ensure that all safeguarding/child protection cases are processed according to the sport's Case Management Procedures and Policies
 - iii) ensure that cases are referred to statutory agencies as appropriate
 - iv) monitor the progress of all cases referred to statutory agencies for investigation and assessment

Independent Safeguarding/Child Protection Adviser

The Independent Safeguarding/Child Protection Adviser will:

- i) have a professional qualification and substantial safeguarding/child protection experience
- ii) have a thorough understanding of safeguarding/child protection legislation and the workings of statutory agencies
- iii) have expertise in relation to risk assessments and the management of risk
- iv) bring to the CMG and the sport an independent safeguarding perspective

(CPSU 2014)

