

# Development Charter

## Development Charter Background

The Charter is a mechanism for any club or league to access development and safeguarding services from BaseballSoftballUK (BSUK). For clubs that affiliate to your National Governing Body (i.e. the British Softball or British Baseball Federations), it is an articulation of the existing services available to you and the expectations on you to provide a safe environment. For this reason, each club or league in membership of the BBF or BSF is automatically chartered.

For those leagues or clubs that do not affiliate, chartering will give you access development and safeguarding services from BSUK, committing your organisation to the baseball/softball safeguarding standards.

Central to our “Two Sports, One Ambition” Strategy, the Charter is at the heart of our strategic priority to provide ‘efficient grassroots support services’.

## Development Charter Support

Through the Charter, BaseballSoftballUK will support you to become a safer, stronger and more sustainable grassroots organisation, connected to and an important part of your local community. Working directly with our staff team, you will be able to access advice and guidance in the following areas:

- Relationship Building & Connectivity
- Recruitment of Players
- Facility and field development
- Coach Education
- Youth development
- Fundraising
- Safeguarding
- Administration and Management
- Equipment
- Apparel

And other areas of organisational development needed.

### BaseballSoftballUK Strategy 2020-24

Spanning baseball and softball, we will support grassroots organisations to be stronger, safer and sustainable.

- A) Offering services that add value in safeguarding, integrity, administration, technology and marketing, through collaborative working.
- B) Coordinating UK-wide development plans for baseball, slowpitch and fastpitch, spanning grassroots, talent and workforce development.
- C) Supporting grassroots organisations to become an important part of the local community.
- D) Taking a leading role in enabling the improvement and creation of appropriate local facilities.

## How To Access the Charter

Signing up to the Development Charter is free of charge to any organisation. All affiliated clubs (to the BSF & BBF) will be enrolled through their membership to the Development Charter. Clubs and leagues which

are unaffiliated will need to actively sign up to the Charter through a simple application form, in which a formal commitment to adhere to the baseball/softball safeguarding standards will be made.

## Safeguarding Requirements

Except for those organisations excused from safeguarding responsibilities (see below), the following requirements apply to each chartered organisation. An organisation is a single team club; a multiple team club; an adult baseball or softball league; a national team; or a regional or national baseball or softball body.

For those organisations working towards complying with these requirements, BSUK will support your efforts through training, administration, the provision of Disclosure and Barring Service (DBS) Checks, advice and guidance. Provided there is a demonstrable willingness and commitment to implementation, these requirements are not expected to be in place prior to chartering.

Each **organisation** that has three or more players under the age of 18 in the membership of its teams, must:

- Appoint a Safeguarding Officer, who has been trained in the last three years.
  - Keep the Safeguarding Officer's contact details up to date with BSUK.
  - For teams accepting any young people, the organisation must:
    - DBS check all coaches or team captains\* in those teams, each year.
    - Require that at least one coach per team is safeguarding trained. Except where agreed with BSUK, the Head Coach or captain shall be one.
    - Annually collect parental/guardian permission forms for all u18yrs players, prior to participation.
- \* Where the team has coaches, they all must be DBS checked. In slowpitch, this role is often termed 'team captain' – the organiser of the team.

## Staying Away Overnight

The following requirements also apply to groups intending to stay overnight, away from home:

- All coaches must be DBS checked and trained.
- A Safeguarding Officer must be appointed for the organisation, who is trained and whose contact details are held by BSUK.
- A trained and registered Safeguarding Officer must travel with any group staying overnight, away from home.
- A Travelling Team Details Form shall be submitted to BSUK at least seven days prior to any trips involving overnight stays. This is required so that BSUK holds trip and contact details in order to assist in an emergency, risk assess and provide emergency services, such as a helpline for enquiries\*.

\* This is the service that BSUK offers for travelling teams to provide full assistance 24/7 for all teams travelling abroad; to assist, if needed, if an emergency occurs; and to provide a 'hotline'-type service for parents/family members.

The above also apply to all youth National Team Programmes and representative teams. For National Teams, all coaches must have a DBS before being appointed.

## Appropriate Training

The safeguarding training required for Safeguarding Officers and coaches is the NSPCC approved "Time to Listen" Course. For the newly appointed unqualified officers, coaches or captains, online training may be used until a suitable course is available. All Safeguarding Officers should complete a full "Time to Listen" course within a year of appointment.

## DBS Checks

BSUK provides a free DBS checks service to all chartered organisations. Please contact [welfare@bsuk.com](mailto:welfare@bsuk.com) for guidance and paperwork.

## Ongoing Support

BSUK provides a free ongoing one-to-one support service to all chartered organisations, covering advice and guidance on policy, process and any issues that might arise.

## In Summary

- If you are not affiliated to the BBF or BSF, apply for the Development Charter. This will commit you and your organisation to these safeguarding requirements. This application is not required by organisations affiliated to the BBF or BSF as you are automatically enrolled and may not opt-out, due to the commitment made by your NGB on behalf of its members.
- Appoint a designated Safeguarding Officer for your organisation.
- DBS check all your coaches or captains annually in teams accepting young people.
- Book your Safeguarding Officers, coaches and captains onto Safeguarding training courses.
- Provide BSUK with names and contact details of Safeguarding Officers, coaches and captains for teams accepting young people. These details are securely kept and only used for safeguarding purposes. You must let BSUK know of any changes to maintain accurate records.
- Collect completed Parental Permission forms for each youth player, at the start of the season.
- Inform BSUK when travelling overseas with groups of young people.

***Failure to comply with the safeguarding requirements could result in the revocation of your charter and sanctions. It may also invalidate your insurance cover.***

## Excused Organisations

The above applies to any organisation that takes membership of three or more young people. Therefore, the following are excluded from the above requirements:

1. Any organisation that excludes the membership of young people (for example via an exclusion within its constitution or membership rules).
2. Adult-only single or multiple team softball or baseball clubs or leagues, with fewer than three young people in membership.

## Adults at Risk

If you believe a member or potential member could be considered an adult at risk, please contact BSUK to discuss the measures required for safe participation.