



Safeguarding Policy

Franklin United Football Club Incorporated

Purpose

Franklin United Football Club (FUFC) is committed to providing a football environment that is safe, welcoming, and child and whānau friendly. We recognise the rights of children, young people, and vulnerable adults to be free from harm, and we acknowledge our duty of care to safeguard all participants.

This policy sets out how FUFC will proactively prevent, identify, and respond to risks of harm. It should be read in conjunction with the *NZF Guidelines for Working with Children and Vulnerable Adults* and *NZ Football's Safeguarding Children and Vulnerable Adults Policy* and any applicable *New Zealand law*.

Who this Policy applies to

This policy applies to all FUFC personnel who may work with or have regular or overnight contact with children or vulnerable adults. This includes:

- Coaches, team managers, match officials, and administrators
- Board and committee members
- Volunteers, contractors, and club-appointed caregivers
- Anyone directly involved in football activities at FUFC

"Regular contact" is defined as once per week or at least four days per month.

What is Safeguarding?

Safeguarding means creating an environment where all participants feel safe, respected, and supported, and where harm or risk of abuse is identified early and acted on. It includes:

- Preventing harm before it occurs
- Protecting those who may be vulnerable
- Responding appropriately to any concerns or incidents

Safeguarding is everyone's responsibility — not just those in leadership roles.

Club Commitments

FUFC commits to:

- Promoting a culture of safety, fairness, and inclusion
- Ensuring safe recruitment, training, and vetting of those working with children and vulnerable adults
- Providing age-appropriate supervision, language, and environments
- Acting on concerns or disclosures with care, confidentiality, and urgency
- Involving parents and whānau in decision-making where appropriate
- Reviewing our safeguarding practices regularly

Working with Children and Vulnerable Adults – What’s Expected

✔ What We Will Do

Use age-appropriate language and supervision

Ensure respectful, non-invasive physical contact (if required)

Always have another adult present when transporting or billeting

Gain parental consent for photography, filming, and transport

Provide privacy for changing, toileting, and showers

Use group communication channels for team updates

Involve at least two adults in all U9–U13 games and training

Encourage children to speak up if they feel unsafe

✗ What We Will Not Do

Leave children unsupervised or out of sight

Engage in any intimate, sexual, or overfamiliar conduct

Drive alone with a child unless absolutely unavoidable

Communicate one-on-one via private messaging or social media

Share rooms or facilities with children

Invite children to our home without caregiver consent

Consume alcohol, vape, or smoke around players

Humiliate, intimidate, isolate, or threaten children

Transporting Children and Vulnerable Adults

FUFC requires that all personnel transporting children or vulnerable adults must:

- Hold a full valid NZ driver’s licence
- Have a WOF-compliant, insured vehicle

- Not consume alcohol or impairing substances before or during the journey
 - Use seatbelts and follow all road rules
 - Inform caregivers of pick-up and drop-off plans
 - Obtain written caregiver consent for transport
 - Have another adult present or, if unavoidable, have the child sit in the back
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Overnight Stays and Billeting

Where overnight stays (e.g., tournaments or billeting) are organised by FUFC:

- Hosts will be police vetted and approved by the Club
 - At least two children will be placed together
 - No child will share a room with an adult
 - No mixed-gender rooming unless approved by families and age-appropriate
 - Privacy for changing and bathing will be maintained
 - Supervising adults will follow this policy and provide contact details to caregivers
 - Children and caregivers will be informed who to contact if they feel unsafe
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Vetting and Safety Checks

- All personnel who work with children or vulnerable adults will undergo NZF Police Vetting
 - Vetting is valid for three years and includes an identity check verified by the Club
 - Refusal to complete vetting or provide required documentation will result in ineligibility for the role
 - All personal information will be kept confidential in accordance with FUFC and NZF privacy policies
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Responding to Concerns

If anyone has a concern about a child or vulnerable adult's safety:

- It must be reported immediately to the Club President or Operations Manager
- FUFC will consult with the NZF Safeguarding Advisor or NZF Safeguarding Manager as needed
- Where immediate risk of harm is suspected, particularly sexual or physical abuse of a minor, the NZ Police and/or Oranga Tamariki will be notified immediately

All concerns will be managed in a way that puts the safety and wellbeing of the child or vulnerable adult first, and all actions will be documented and treated confidentially.

Confidentiality and Support

- All concerns will be handled with sensitivity, confidentiality, and care
 - The safety and wellbeing of the person raising the concern will be our priority
 - Support will be offered to all involved throughout the process
 - Where appropriate and requested, whānau, iwi, or cultural support can be included in the process
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Review and Education

- This policy will be reviewed every two years
 - It will be included in coach and manager inductions, and made available via the Club website, kit bags, and registration materials
 - FUFC will run regular education and awareness sessions for teams and families
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Closing Statement

Franklin United is more than a football club - we are a community. We stand for respect, humility, honesty, spirit, and inclusion, and we want every player, volunteer, whānau member, and supporter to feel welcome and safe.

It's up to all of us to speak up, support one another, and protect the mana of everyone in our Club.

Together, we create a culture we can be proud of, both on and off the pitch.

Updated September 2025