



Job Description - Club Designated Safeguarding Lead

Each RLSS UK club or affiliated body must have a person appointed as the Club Designated Safeguarding Lead (DSL) and a Deputy. The Club DSL have the responsibility to promote good practice to protect the welfare of children and adults at risk. Club DSL's also act as a first point of contact for any person in the club who has a safeguarding concern or any issues concerning poor practice or potential or alleged abuse.

Core specifications, skills and abilities

- Must be over 18 years of age and in full membership of RLSS UK.
- Willing to undergo an enhanced criminal record check.
- Good communication and listening skills— approachable, sensitive and diplomatic.
- Basic administrative skills to maintain records, organise and manage information.
- Ability to promote club policy, procedures and resources.

Core areas of knowledge

- Knowledge of core legislation, government guidance and national framework for protecting children and adults at risk.
- Knowledge and awareness of local statutory agencies arrangements for managing safeguarding and reporting procedures i.e. Local Authority, Social Services, Children's Services, Adult Services or Police.
- Have an understanding of RLSS UK's duty to protect children and adults at risk including the boundaries of both the Branch Safeguarding Officer and Club DSL.
- Be able to recognise poor practice and abuse—behaviour that is harmful to children and adults at risk.
- Be willing to challenge anyone who does not comply with RLSS UK Safeguarding Policy.

Core tasks

- Implement and promote best practice, Safeguarding Policy, guidelines, codes of conduct.
- Follow procedures and guidelines set out in the Safeguarding Policy in cases of incidents, keep confidential records of reported cases and action taken as well as liaise with statutory agencies and RLSS UK HQ to ensure they have access to all necessary information.
- Verify club members' and volunteers' criminal record checks.
- Maintain and keep an up-to-date list of local contact details for statutory and support agencies.
- Promote and ensure equality and diversity within the club.
- Promote, facilitate and ensure adherence to RLSS UK's safeguarding training plan.
- Promote and ensure confidentiality is maintained.

Training

- Attend safeguarding and equality and diversity training and updates unless already trained to a similar higher level and further continuous professional development (CPD). This role should be up to and including training for designated safeguarding leads for adults and children.