



ICE HOCKEY UK

SAFEGUARDING CHILDREN AND YOUNG PEOPLE
POLICY

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1. INTRODUCTION

- 1.1. Ice Hockey UK Limited (company number: 03800672) (IHUK) is committed to ensuring that everyone can enjoy the sport of ice hockey free from harm, abuse and exploitation. As part of its commitment to safeguarding, IHUK requires everyone operating under its jurisdiction to comply with the procedures set out within this safeguarding policy (“the Policy”).
- 1.2. IHUK will challenge any conduct that does not comply with this Policy and any behaviour that has or is likely to pose a risk of harm to children or young people in ice hockey.
- 1.3. This Policy sets out the processes which will be followed by IHUK in providing comprehensive and equitable procedures in:
 - 1.3.1. Assessing someone's suitability for working in Regulated Activity in ice hockey following an Adverse Disclosure and/or;
 - 1.3.2. Responding to any inquiry into any concerns or complaints received regarding safeguarding.
- 1.4. The Policy sets out a framework for IHUK to investigate and decide upon such matters and the disciplinary actions that may be taken.
- 1.5. For the avoidance of doubt, this Policy provides the dispute resolution procedure to be followed in all safeguarding matters within IHUK.
- 1.6. This Policy was approved by the Governance & Risk Committee on behalf of the Board of IHUK on 07 February 2024 and take effect from that date.
- 1.7. This policy will be mandatory on everyone involved in IHUK. Failure to comply with the Policy will be addressed without delay and may ultimately result in dismissal or exclusion from the organisation. This Policy applies to volunteers, service providers, as well as paid employees.
- 1.8. Where any conflict arises with other procedures, or rules relating to safeguarding children and young people, the procedures set out below will take precedence.
- 1.9. For the avoidance of doubt, references to ‘child’ ‘young person’ ‘children’ and or ‘young people’ throughout this Policy shall mean anyone under the age of 18.

2. DEFINITIONS

- 2.1. The following terms shall have the meanings as set out below:

Adverse Disclosure	Any DBS disclosure which indicates a conviction, caution or contains any other information considered relevant by the Chief Police Officer.
Appellant	The person appealing a decision by the Case Management Group.

The board of IHUK	The Board appointed in accordance with the Memorandum and Articles of IHUK, responsible for managing the business of the Company that is not required to be exercised by the Company in a General Meeting.
Case Management Group (CMG)	A group established by the CEO responsible for managing safeguarding cases and any other responsibilities as set out in this Policy.
Case Management Panel (CMP)	A group established by the Chair of IHUK responsible for managing appeals against decisions taken by CMG as set out in this Policy.
CEO	The Chief Executive Officer of IHUK as appointed by its Board from time to time.
Chair of IHUK	The person appointed as Chair of IHUK from time to time, according to the Memorandum and Articles of Association of IHUK.
Chair of the Case Management Group (CMG)	The person appointed as Chair of the Case Management Group by the CEO in accordance with this policy.
Chair of the Case Management Panel	The person appointed as Chair of the Case Management Panel by the Chair of IHUK in accordance with this policy.
Chief Police Officer	The most senior police officer within each police force in England.
Child Welfare Officer (CWO)	An individual with a designated safeguarding lead responsibility within a club, national squad, national organisation or any other group involved in ice hockey in the UK.
Complainant	A person who makes an allegation or submits a complaint under this Policy.
DBS	The Disclosure and Barring Service.
DBS Code of Practice	The Code of Practice applies to all Registered Bodies with the Disclosure and Barring Service (DBS) under section 120 of the Police Act 1997 (Registered Bodies) and recipients of Update Service information under section 116A of the Police Act 1997. This includes those Registered Bodies that provide an umbrella function to non-registered organisations. The Code refers to any information exchanged between DBS and the Registered Body.
Designated Safeguarding Lead (LSO)	The person appointed by the CEO of IHUK to have the lead responsibility for safeguarding and child protection within IHUK.
Disciplinary Procedures	The IHUK Disciplinary Policy and any amendments or updated versions thereof that may be made from time to time.
EIH	English Ice Hockey which has the responsibility for the administration and development of ice hockey in England.
Employee Handbook	The HR policies approved by IHUK for employees of IHUK, held by the CEO and shared with each employee.
Enhanced DBS Check	An enhanced criminal record check provided by the DBS.

Governance and Risk Committee	The committee appointed by IHUK in accordance with its Memorandum & Articles and Governance Policy, responsible for assisting the Board of Directors in fulfilling its oversight responsibilities with regards to governance and risk matters.
Interim Suspension	A suspension, restriction or condition put in place by the CMG until the conclusion of all proceedings under this Policy.
LADO	The Local Authority Designated Officer who will be consulted on a geographical basis, where safeguarding concerns arise with individuals.
National Associations	English Ice Hockey Association and Scottish Ice Hockey Association or any successor body in each case, being the bodies responsible for ice hockey in their respective country.
NSPCC	A charity in the UK, specialising in child protection and dedicated to protecting children from abuse. The NSPCC is the only UK children’s charity with statutory powers to take action to safeguard children at risk of abuse.
Policy	This IHUK Safeguarding Children and Young People Policy.
Regulated activity	Regulated activity is work that a barred person must not do. It is defined in the Safeguarding Vulnerable Groups Act 2006 (SVGA) which has been amended by the Protection of Freedoms Act 2012 (PoFA).
Respondent	The person or entity who or which is the subject of a complaint under this Policy.
Safeguarding	Safeguarding is a term used in the United Kingdom to denote measures to protect the health, well-being and human rights of individuals, which allow people, especially children, young people and vulnerable adults, to live free from abuse, harm and neglect.
Safeguarding Action Plan	The annual plan, prepared by the CEO and approved by the Board which sets out the safeguarding measures within IHUK and the annual improvement plan.
SIH	Scottish Ice Hockey which has the responsibility for the administration and development of ice hockey in Scotland.

3. DELEGATION

- 3.1. The powers of the Board to investigate and adjudicate upon complaints and to impose suspensions or sanctions under this Policy, may be delegated to any independent investigator or organisation instructed by IHUK, the Case Management Group (CMG) and the Case Management Panel (CMP).

4. JURISDICTION

- 4.1. IHUK has a duty of care to respond to and manage all safeguarding concerns relating to children and young people where those persons fall within its jurisdiction as set out in 4.4 below, whether those concerns are raised by IHUK safeguarding personnel or are reported to IHUK by other sources.
- 4.2. The National Associations recognise and accept that they each shall have primary jurisdiction for safeguarding matters relating to their own members and shall therefore be usually responsible for resolving safeguarding matters concerning their members.
- 4.3. It is however, recognised that there may be some circumstances when players are involved in GB squads or teams, where the jurisdiction for safeguarding matters concerning members of the EIH or SIH may rest with IHUK.
- 4.4. IHK has jurisdiction to investigate the following individuals, about whom safeguarding concerns are identified:
 - 4.4.1. Employees, volunteers, contractors and officers of IHUK;
 - 4.4.2. All persons (including players, coaches, officials, umpires and officers) who take part in ice hockey in any capacity, directly or indirectly, under the jurisdiction of IHUK;
 - 4.4.3. All persons (including players, coaches, officials, umpires and officers) who have, whether by enjoying any form of licence, accreditation qualification, training or any other status from IHUK, or otherwise, consented (expressly or impliedly) to be bound by this Policy;
 - 4.4.4. All persons applying for a role within IHUK's jurisdiction;
- 4.5. Once an investigation has commenced under this Policy, even if an individual gives up their membership or affiliation with IHUK, jurisdiction will still exist.
- 4.6. Should the person involved be an employee of IHUK, the matter will be dealt with in parallel under the disciplinary procedures contained in the Employee Handbook.

5. CASE MANAGEMENT GROUP

- 5.1. The CEO of IHUK shall establish the CMG which will consider all safeguarding concerns reported to IHUK.
- 5.2. The CMG shall consist of at least four members, at least one of whom shall be an independent member and one shall be the Chair of the CMG appointed by the CEO of IHUK. At least three of the members shall have significant experience of working within safeguarding.
- 5.3. The functions, responsibilities and powers of the CMG shall include to:
 - 5.3.1. Consider Adverse Disclosures and make decisions regarding an individual's suitability to work in Regulated Activity under the jurisdiction of IHUK;

- 5.3.2. Decide what action is to be taken following receipt of, or upon becoming aware of a complaint or allegation or matter relating to the safety and/or welfare of children or young people in ice hockey;
 - 5.3.3. Issue and review Interim Suspensions;
 - 5.3.4. Monitor and review progress on all cases and to identify any trends or actions which may require a review or revision of existing policies or procedures.
 - 5.3.5. Annually review this Policy and the Safeguarding Action Plan of IHUK
- 5.4. CMG will meet as and when necessary.
- 5.5. The quorum for all meetings of the CMG shall be three, of whom at least one shall be an independent panel member. For cases requiring immediate action, the Chair may consult with (or delegate authority in his/her absence) a minimum of one other member of the CMG with any decision ratified by the full CMG.

6. ADVERSE DISCLOSURES

- 6.1. It is a requirement that any individual applying to be appointed or appointed to a role involving Regulated Activity in ice hockey under the jurisdiction of IHUK, is subject to an enhanced disclosure from the Disclosure and Barring Service (DBS).
- 6.2. Any such individual must agree to cooperate with IHUK and to provide such information as IHUK may reasonably require, including any Adverse Disclosure.
- 6.3. Where a DBS check carried out in accordance with paragraph 6.1, reveals content of an Adverse Disclosure, the matter shall initially be considered by IHUK Lead Safeguarding Officer (LSO) and the chair of the CMG, who shall initially take one or more of the following actions:
 - 6.3.1. Agree that the Adverse Disclosure does not present safeguarding concerns and confirm that the individual can be deployed without restriction;
 - 6.3.2. Request further information, including but not limited to obtaining an explanation and or references from the individual; or
 - 6.3.3. Refer the matter for consideration by the full CMG.
- 6.4. Upon receipt of any further information sought in accordance with paragraph 6.3.2, the LSO and the Chair of the CMG shall have the following powers:
 - 6.4.1. Agree that the information received means it is reasonable to consider that the Adverse Disclosure does not present safeguarding concerns and confirm that the individual can be deployed without restriction;
 - 6.4.2. Impose certain conditions on an individual's participation within ice hockey;
 - 6.4.3. Refer the matter for consideration by the full CMG.

7. COMPLAINTS AND ALLEGATIONS

- 7.1. A complaint, allegation or matter relating to the safety and/or welfare of a young person or young people in ice hockey may be made to IHUK by any person or organisation and under any circumstances.
- 7.2. Where possible or applicable, notice of all safeguarding concerns shall be given in writing and signed by the Complainant as soon as practicable and within a reasonable time frame in the applicable circumstances. The notice shall set out details of the concerns and shall be addressed to IHUK's LSO. For the avoidance of doubt, nothing in this paragraph precludes an individual reporting historic safeguarding concerns, irrespective of the length of time since the incidents occurred.
- 7.3. All safeguarding concerns should be reported to the appropriate CWO and if it has not already happened, as soon as practicable thereafter to the LSO, or in their absence a member of the IHUK executive team.

8. ACTION FOLLOWING RECEIPT OF A COMPLAINT OR ALLEGATION

- 8.1. Upon a concern being referred to the LSO, the LSO shall initially consider if the matter raises any safeguarding concerns, making any initial inquiries that are deemed necessary. If after initial consideration the LSO is satisfied that there is sufficient cause for concern, the matter shall be triaged by the LSO and the Chair of the CMG, who shall decide whether the matter referred raises safeguarding concerns and as such should to be dealt with under this Policy.
- 8.2. All concerns will be taken seriously, irrespective of how IHUK becomes aware of them. For the avoidance of doubt, the Chair of the CMG and the LSO may decide that a matter referred to it by an individual within or outside of IHUK raises safeguarding concerns to be dealt with under this Policy, regardless of whether the matter has been referred strictly in accordance with paragraph 7.
- 8.3. Where the matter raises concerns not related to safeguarding, the LSO and the Chair of the CMG may also refer the individual to IHUK to consider instigating disciplinary procedures in accordance with the Disciplinary Procedures.
- 8.4. Where the Chair of the CMG and the LSO decides that any matter raises safeguarding concerns, this Policy shall apply. They will make an initial assessment of risk and decide upon the initial response and whether to:
 - 8.4.1. Refer the matter to the relevant statutory agency or agencies for further consideration, and/or to review the matter following consideration by a relevant statutory agency. This may be done immediately or at any stage during the investigation; and or
 - 8.4.2. Instigate an investigation under this Policy; and or
 - 8.4.3. Refer the matter for resolution, or to be investigated by another organisation if they have jurisdiction.
- 8.5. Where an individual has been charged with a criminal offence or is the subject of an investigation by the police, children's services or any other public or other investigatory

authority, in respect of conduct which is or may be grounds for disciplinary action, the CMG shall seek advice from the relevant agency as to whether or not IHUK shall postpone consideration of the matter under this Policy pending the outcome of any such proceedings/investigation, and as to whether or not in the meantime, an Interim Suspension should be imposed under this Policy.

- 8.6. Where an investigation is commenced under 8.4.2 above, if CMG considers it appropriate, it may cease or postpone the investigation pending consideration under 8.5.
- 8.7. It will be at the discretion of IHUK, whether or not to commence or proceed with an investigation under this Policy where the Complainant does not consent to his/her identity being disclosed to the Respondent.
- 8.8. It will be at the discretion of IHUK whether or not to proceed with an investigation under this Policy where the Complainant does not wish to pursue an allegation. IHUK will under these circumstances consider the wider issues of safeguarding in ice hockey.

9. GROUNDS FOR DISCIPLINARY ACTION

- 9.1. It shall be a ground for disciplinary action to be taken under this Policy where the Respondent over whom IHUK has jurisdiction, is considered to have (including but not limited to):
 - 9.1.1. Harmed the safety and/or welfare of a young person or young people either in ice hockey, or under any other conditions outside of ice hockey;
 - 9.1.2. Carried out conduct (whether in ice hockey or not) which is deemed to pose actual or potential risk of harm to the safety and/or welfare of a young person or young people in ice hockey.
- 9.2. In reaching a decision as to whether there are grounds for disciplinary action in accordance with paragraph 9.1 above, account will be taken of any failure to comply with:
 - 9.2.1. This Policy ;
 - 9.2.2. IHUK's codes of conduct and behaviour.

Or where a person (including but not limited to):

- 9.2.3. Has a criminal conviction or recorded caution, or warning for an offence against or concerning a young person or young people (this would include a juvenile caution or warning;)
- 9.2.4. Is included on any statutory list barring, or restricting, their working with young people;
- 9.2.5. Has a conviction for a serious offence which could or would indicate a risk to a young person (the conviction or inclusion on a list shall be conclusive proof of grounds for disciplinary action).

10.INTERIM SUSPENSION

- 10.1. In respect of any safeguarding matter, which is notified to IHUK, the CMG may impose an Interim Suspension upon an individual in respect of whom the concerns have been raised, or an Adverse Disclosure received pending the outcome of further inquiries and or investigation.
- 10.2. An Interim Suspension will be enacted where such a suspension is deemed by the CMG to be appropriate and warranted, which shall include without limitation, the following reasons:
 - 10.2.1. It is necessary to ensure the welfare and safety of the child or young person involved and/or other children or young person, who may come into contact with the individual in question;
 - 10.2.2. To protect the individual subject to the concerns from the risk of further allegations;
 - 10.2.3. Where there is a risk to the reputation of IHUK if it fails to suspend;
 - 10.2.4. Where a failure to suspend may impede internal investigations or prejudice investigation by external organisations; and or
 - 10.2.5. Where a statutory agency has issued instructions to IHUK that an Interim Suspension is necessary.
- 10.3. A decision to issue an Interim Suspension will be authorised by any three members of the CMG unless it is in accordance with 10.2.5 and is a response to statutory agency instructions, in which case no further authorisation is required.
- 10.4. An Interim Suspension is to be considered a neutral act and should not be viewed as a sanction or penalty.
- 10.5. The Interim Suspension should be communicated immediately to the Respondent by the LSO, or CWO if this is felt more appropriate, and reasons for the suspension shall be given save wherein IHUK's reasonable opinion, it may prejudice any investigation to provide such reasons.
- 10.6. The Respondent has the right to appeal the CMG's decision to issue an Interim Suspension. They should submit their notice of appeal of the Interim Suspension to the CEO. The appeal will be managed in accordance with the relevant provisions in paragraph 13.
- 10.7. When an individual is under Interim Suspension, IHUK shall bring and conclude any proceedings under this Policy as soon as reasonably practicable.
- 10.8. Where an Interim Suspension is imposed, this may be a suspension from or a restriction on, any and all participation in ice hockey and ice hockey related activity. Such suspension may include, but is not limited to; coaching, acting in a position of trust in relation to young people or young person, undertaking any official position such as committee membership or administrative duties, spectating or any other activity relating to ice hockey where there is likely to be in contact with children or young people.
- 10.9. If any individual is subject to an Interim Suspension or subject to other restrictions, and during the course of the Interim Suspension or restrictions, IHUK is informed of any breach or abuse of the Interim Suspension or restrictions, the individual will be issued with a written warning

requiring immediate compliance with the terms of their suspension. Failure to adhere to the terms of the written warning will be considered a potential breach of IHUK's policies and procedures and may be referred by the CMG to be dealt with as such under IHUK's Disciplinary Procedures.

11. INVESTIGATION

- 11.1. IHUK, at its reasonable discretion, may investigate any such concern or safeguarding matter, referred to it in accordance with this Policy.
- 11.2. IHUK, whether instigating or continuing with an investigation under this Policy, shall make all inquiries considered necessary to establish the facts and circumstances of the complaint or allegations.
- 11.3. An investigation may take the form of a statutory investigation carried out by the police and or social services and where appropriate, an independent investigation undertaken by IHUK. If an IHUK investigation reveals anything that is potentially unlawful or indicates abuse of a child or young person, the investigation may be suspended and an appropriate referral will be made to the police and/or social services.
- 11.4. IHUK reserves the right to proceed with its own investigation concurrently with any criminal or civil investigation when this is considered appropriate by the CMG, other than where in IHUK's reasonable opinion, it may prejudice the criminal or civil investigation.
- 11.5. IHUK's inquiries may include, but are not limited to, contacting and obtaining information from the following:
 - 11.5.1. The police;
 - 11.5.2. LADO
 - 11.5.3. Any other authority involved in the protection and welfare of young people;
 - 11.5.4. Any other person or party as deemed appropriate by IHUK.
- 11.6. Where it is considered necessary to obtain information from a young person, contact will be made on behalf of IHUK by an appropriately trained child protection specialist, this will be via a parent / guardian where possible.
- 11.7. In carrying out its investigation, IHUK shall have the power to require:
 - 11.7.1. The Respondent to submit references;
 - 11.7.2. The attendance, upon reasonable notice, of any individual or representative of any organisation mentioned in 4.4 above, to answer and provide information;
 - 11.7.3. The production, upon reasonable notice, by any individual or organisation mentioned in 4.4 above, of documents, information or other material in whatever form held;
 - 11.7.4. Where considered appropriate, that a Respondent undertakes an Enhanced DBS check;
 - 11.7.5. Refer the concerns to the police and or social services and or the LADO for consideration as to whether a criminal or civil investigation into the matter is necessary.

- 11.7.6. The interview of the Respondent or any witness or any person making a complaint or allegation, any child and or young person at risk of harm and or anyone else who IHUK reasonably believes may be able to assist in the investigation.
- 11.8. The Respondent will be allowed to have legal representation (at their own expense) or a person attend in support who is not in any way connected with the case. 72 hours' notice of the name and details of the accompanying person must be provided to IHUK ahead of any formal interview.
- 11.9. If the Respondent is under the age of 18, they must attend with an appropriate adult over the age of 18 who could be a parent or guardian.
- 11.10. IHUK will carry out or coordinate any investigation and will seek to ensure that this is conducted in a fair and impartial manner. Any investigation will be conducted as promptly as possible, and IHUK will provide periodic updates to the Respondent and any relevant CWOs and interested parties during the course of the investigation where appropriate and whilst maintaining confidentiality.
- 11.11. IHUK reserves the right to appoint a third-party investigator to conduct or assist in the conduct of any investigation.
- 11.12. The Respondent shall not approach, whether directly or indirectly, intimidate or influence any witness involved in the investigation. A failure to adhere to this requirement shall be considered a potential breach of IHUK's policies and procedures and may be dealt with as such under IHUK's Disciplinary Procedures.
- 11.13. The Respondent in accordance with 11.7.6, may be interviewed during the course of the investigation. This may take place more than once but will only take place where it is necessary to put further information to the Respondent that has come to light during the course of the investigation. The Respondent shall, at their own expense, be entitled to have a legal or other representative present during any interviews. This representative should be allowed to address the interviewer and confer with the Respondent during the interview. The representative does not however, have the right to answer on behalf of the Respondent.
- 11.14. At any point during the investigation, after initial triage by the LSO and Chair of the CMG, IHUK will present relevant case papers to the CMG which will proceed in accordance with paragraph 12 below.
- 11.15. IHUK's investigation of or clarification of concerns will be undertaken by the LSO or their designee, the appropriate CWO or an appointed independent investigator. All safeguarding concerns will then be considered by the full CMG once information has been gathered and clarified appropriately.
- 11.16. IHUK may notify the Respondent in writing of the intention to investigate, the nature of the investigation and the reasons for this. The decision whether or not to inform the Respondent will be made balancing the need to properly investigate the matter and the rights of the Respondent under natural justice and any instructions from other agencies involved in the protection and welfare of young people, including but not limited to the police and the LADO.

- 11.17. If an Interim Suspension has been imposed by IHUK in the interests of safeguarding, the Respondent and any relevant club and or individuals will be informed of this. Notification will not be necessary if it is considered that this may prejudice any police and or social services and or IHUK internal investigation or place any particular child or young person at risk
- 11.18. Where IHUK requests the Respondent being investigated, or such other individual or organisation mentioned 4.4 above, to comply with a reasonable request or requirement as part of the investigation under this Policy, any failure to do so may amount to grounds for disciplinary action under the Disciplinary Procedures of IHUK. At the conclusion of an investigation, IHUK (with the assistance of CMG where necessary, or on the recommendation of any independent investigator) shall decide the appropriate course of action in accordance with decision making procedures as set out in 12 below.

12. DECISION MAKING PROCEDURES

- 12.1. Subject to paragraph 11.16, the Respondent will be provided with an outline of the concerns raised by the investigation and will be given the opportunity to respond either directly by interview or to comment in writing on matters of fact and accuracy.
- 12.2. They will be offered an opportunity to make representations to the CMG, either in person or in writing, within such time scales as the CMG may deem appropriate in the circumstances, unless to do so in the reasonable opinion of IHUK would prejudice investigation or the welfare and safety of the child or young person involved or other children or young person who come or may come into contact with the Respondent.
- 12.3. The CMG's function is to consider whether an individual is a suitable and appropriate person for the role and responsibilities within ice hockey, including whether they pose an actual or potential risk of harm to children or young people within an ice hockey context.
- 12.4. The CMG is not required to prove beyond reasonable doubt that a person is or may pose a risk of harm, but to assess this on the balance of probabilities. The CMG is required to identify and impose appropriate sanctions in order to manage any such risk where possible.
- 12.5. In its decision making, the CMG will consider the following factors, but will not be limited to them:
- 12.5.1. Where any conviction, past behaviours, complaints or incidents or other matters (concerning event) are relevant to the Respondent;
 - 12.5.2. The seriousness of any concerning event;
 - 12.5.3. The length of time since the concerning event occurred;
 - 12.5.4. Whether the Respondent has a pattern of offending behaviour or other relevant matters;
 - 12.5.5. Whether the individual circumstances have changed following the offending behaviour and or other relevant matters and or;
 - 12.5.6. The circumstances surrounding the concerning event the explanations offered by the Respondent.

12.6. After consideration of the information available, the CMG may respond by recommending one or more or a combination of the following outcomes:

- 12.6.1. No further action;
- 12.6.2. Commission a more detailed investigation;
- 12.6.3. Make a referral to the police and or social services or the LADO;
- 12.6.4. Make a referral to the local education authority;
- 12.6.5. Consider whether it is necessary to seek further advice in relation to the case from external advisors, such as the courts, probation services, offender management teams, the local authority, local education authority, child services or the designated teacher at a child school and if so, contact them to obtain such information and advice;
- 12.6.6. Require the individual under investigation to commission at their own expense a risk assessment, prepared by a suitably qualified person to be agreed by IHUK;
- 12.6.7. Impose or extend an Interim Suspension pending completion of any further investigation, referral or risk assessment;
- 12.6.8. Provide a written conditional warning outlining the areas of concern or improvements required;
- 12.6.9. Require the individual to undergo further training;
- 12.6.10. Require the individual to be supervised and or work with a mentor permanently or for a period to be set by the CMG;
- 12.6.11. Extend the period of any Interim Suspension until such time as the Respondent has agreed a plan for complying with any training, supervision or mentoring that they are required to undergo;
- 12.6.12. Recommend IHUK to instigate disciplinary procedures, where the matter raises concerns not relating to safeguarding or child protection;
- 12.6.13. Refer the individual to the DBS;
- 12.6.14. Impose a sanction in accordance with paragraph 12.7;
- 12.6.15. Make any other recommendations which the CMG feels is appropriate, having regard to the circumstances of the case.

12.7. Where the CMG cannot satisfy itself on the balance of probabilities that the Respondent is suitable and appropriate for a role with, and or responsibility for, children or a young person, or presents a potential risk, it shall impose one or more of the following measures as it thinks fit:

- 12.7.1. Suspend the individual from all IHUK related activities involving any person under the age of 18 years, either permanently or for a designated period of time;
- 12.7.2. Disqualify the individual from IHUK membership or accreditation either indefinitely or for a specific period of time;
- 12.7.3. Prevent the member from holding office within IHUK for a specified or indefinite period of time.

12.8. Upon the conclusion of the CMG meeting, the decision or recommendations with supporting reasons will be communicated in writing within 14 working days to the affected individuals and any relevant parties. The Respondent will also be advised of their right to appeal against any decision made and the time limits for doing so.

12.9. Failure to comply with the decision of the CMG and all IHUK may be considered misconduct under the IHUK's Disciplinary Procedures.

12.10. Subject to paragraph 16, the decision of IHUK will be communicated to the appropriate CWO and interested parties for the purposes of enforcement and the safeguarding of participants in ice hockey.

12.11. Where any recommendations or remedial action imposed by the CMG in accordance with paragraph 12.6 are not adequately completed or adhered to by the Respondent, the CMG reserves the right to reconsider the matter and impose new measures provided such a decision does not go beyond the powers of the CMG outlined in paragraphs 12.6 and 12.7.

12.12. Where any form of measures are issued, IHUK reserves the right to notify safeguarding lead officers in other bodies and safeguarding lead officers in other sporting or linked organisations of the CMG's decision.

13. APPEALS

Right of Appeal

13.1. The Respondent who is the subject of any safeguarding concerns, may appeal the CMG's decision within 14 days of receiving it on any of the following grounds:

- 13.1.1. The decision was not in accordance with the Policy as published;
- 13.1.2. The decision makers have not declared a conflict or have shown bias, or the decision has otherwise been demonstrably unfair and or where the conclusion is one that no reasonable decision maker could have reached;
- 13.1.3. There has been a breach of natural justice;
- 13.1.4. There is significant new evidence which was not considered by the CMG, which, had it been considered, may have altered the CMG decision.

Appointment of Case Management Panel and conduct of appeals.

13.2. The Chair of IHUK will appoint an independent case management panel (CMP), or an independent dispute resolution service to consider the appeal, in which case the CMP or independent dispute resolution service so appointed, shall decide the matter in accordance with this Procedure.

13.3. The CMP shall consist of three members, one of who shall be legally qualified.

13.4. No member may serve on the CMP where they have had any prior involvement with the case or matter or has any material financial or other relevant interest in the outcome of the proceedings.

13.5. The CMP or independent dispute resolution service shall consider whether the grounds for appeal as established in 13.1 have been met.

- 13.6. The Chair of the CMP shall have power to make such further directions relating to the provision of information or the conduct of the appeal, as in their sole discretion, are deemed necessary.
- 13.7. For the avoidance of doubt, it is not intended that the appeal would be an appeal De Novo. It is intended that the appeal would be conducted as a review and would be based upon the grounds of appeal as per clause 13.1 above.
- 13.8. Where the CMP is to consider the appeal, the LSO shall forthwith:
- 13.8.1. Notify the Appellant of the composition of the CMP and inform them when the CMP is to consider the matter;
- 13.8.2. Inform the Appellant that they must provide in writing to the LSO within 21 days or such shorter time limit as the LSO shall decide, any information and copies of all documents which they wish the CMP to consider in relation to the matter.
- 13.9. Upon receipt of any additional information provided under paragraph 13.8.2, the LSO shall supply copies of all information concerning the case to the CMP.
- 13.10. The CMP considering an appeal may:
- 13.10.1. Make a full endorsement of the original decision of the CMG;
- 13.10.2. Quash the original decision of the CMG;
- 13.10.3. Reduce or increase any sanction imposed by the CMG;
- 13.10.4. Substitute its own decision provided such decision does not go beyond the powers of the CMG outlined in paragraphs 12.6 and 12.7.
- 13.11. The CMP may decide an appeal by way of majority.
- 13.12. The CMP shall provide its decision in writing to the Appellant within 14 days of reaching its conclusions. The decision shall include:
- 13.12.1. A summary of the case;
- 13.12.2. The CMP's decision;
- 13.12.3. Any additional sanctions, if any, to be imposed.
- 13.13. The decision and any sanction imposed by the CMP or independent dispute resolution service shall be final and binding on the Appellant, IHUK and any other relevant persons.

14. PUBLICATION OF DECISIONS

- 14.1. IHUK may choose to publish interim suspensions, disciplinary decisions and orders made under this Policy, on a 'need to know' basis, in such form and manner, and to such extent, as it deems necessary for the purposes of enforcement of/compliance with such decisions and orders.

- 14.2. For the avoidance of doubt, in addition to providing notice to the parties concerned as provided for above in this Policy, IHUK will at its discretion, publish interim suspensions and disciplinary decisions and orders as follows:
 - 14.2.1. To the CWO (or other relevant senior officials) of any club, association or other organisation within ice hockey through which the individual is known, or reasonably believed to have access to young people in ice hockey;
 - 14.2.2. To any statutory authorities that require notification;
 - 14.2.3. As deemed necessary by the CMG for the protection and welfare of children;
- 14.3. IHUK may at any time during the process notify UK sport, the British Olympic Association, the International Ice Hockey Federation or any other relevant body of any details relating to the safeguarding concern, as such body may need to know for the proper exercise of its functions.
- 14.4. IHUK will also inform the Complainant of an Interim Suspension and/or disciplinary decision and order where it is deemed appropriate.

15.SERVICE OF NOTICES

- 15.1. Any notice or other documents required by this Policy to be given to a Respondent who is the subject of an allegation or charge may be delivered either personally, by post or by email. If sent by post it shall be sent by recorded delivery and to the last known address of the Respondent concerned which is recorded by them with IHUK.
- 15.2. Any notice or other documents required by this Policy to be delivered by post to company's registered office and or email to the IHUK dedicated safeguarding email address, which is published on the IHUK website.

16.CONFIDENTIALITY AND PROTECTION OF WITNESSES.

- 16.1. Disclosure and/or publication is provided for in this Policy or is in accordance with the law.
- 16.2. Disclosure of DBS information obtained under this Policy will be subject to the DBS Code of Practice. For the avoidance of doubt, the LSO, CMG or such other recipient of disclosure information on behalf of IHUK may disclose DBS information obtained under this Policy to persons considering complaints under this Policy in the course of their duties.
- 16.3. All confidential information sharing will be done in accordance with all data protection legislation.
- 16.4. Where CMG considers it appropriate, they can seek external legal advice for any matters relating to this Policy.
- 16.5. All IHUK personnel using this procedure will strive to maintain the confidentiality of the children and young person involved in investigations. However, all personnel have an overriding obligation to protect the health and safety of children and young people and may therefore share information as appropriate with third parties, with the prior agreement of the

CMG. This could include the police, LADO, local education authority, social services any national governing body or international governing body and those working in ice hockey and other sports for the protection of children and or young people.

- 16.6. Information gathered during the course of an investigation will be retained by IHUK as part of its duty to protect children and will be kept for at least 25 years. Where the concern relates to an adult’s behaviour around children, the file will be kept securely until the adult reaches 65 or for 10 years, whichever is longer, in accordance with NSPCC guidelines on records retention and storage.
- 16.7. IHUK will protect children and or young person at risk during the investigation and any appeal hearing if applicable and as such will not require children and or a young person to give evidence in person.
- 16.8. For the avoidance of doubt, the individual who is the subject of concerns must be given sufficient information about the allegations against them to enable them to respond to such allegations. Given the highly confidential and sensitive nature of these matters, the CMG shall be entitled to withhold part of, or all of the evidence and or redact information, if disclosure would breach another person's confidentiality and or data protection and or put a child in or young person at risk.

17.EXCLUSION OF LIABILITY

- 17.1. IHUK shall not be liable to any respondent for any loss, or costs arising out of action taken under this Policy . This includes any form of suspensions or restrictions.

18.AMENDMENT.

- 18.1. The Board of IHUK reserves the right to amend this procedure at its discretion.

IHUK Safeguarding Children and Young People Policy	
Approved by Governance & Risk Committee	07 February 2024
Review Scheduled	January 2026