



**MIDDLESEX
CRICKET**

Safeguarding Checklist – Borough, Regional and County Pathway

Team:

Coach Name(s):

Manager Name:

Planning

- Personnel compliance met / approved
- Code of Conduct for Managers, Coaches & Volunteers signed / returned
- Code of Conduct for Players signed / returned
- Code of Conduct for Parents & Guardians signed & returned
- Player consent forms completed / returned (updates version for outdoor)
- Risk assessment of activity / venues
- Contacts for opposition
- Contact details for Middlesex County Safeguarding Officer

Communication with parents, guardians/carers

- Match details communicated
- Name/number of lead County/club/school link or team manager
- Drop off/pick up times at venue
- Competition details
- Process for parent contacting coaching / management team

Preparing athletes

- Expectations on dress and behaviour
- Food and drink requirements / arrangements
- Sun Safety Code requirements /arrangements
- Telephones inc. mobile phone use
- Parent / Guardian contact at fixtures

Supervision and staffing

- Ratio of staff to players
- Male/female
- Specialist carers & support staff
- Clear roles & responsibilities for adults
- Compliance details & Incident reporting procedures & forms
- All staff to complete a safeguarding induction session

Insurance

- Liability
- Active Member of the ECBCA – affiliated to Middlesex Cricket

Emergency procedures

- First aid protocols & First Aid Kit accessibility
- Specific medical / emergency contact summary sheet (including allergies) or impairments, medication
- Access to and administration of medication (if applicable)
- Information on local emergency medical services, hospitals etc (maps / Sat Nav postcodes).
- Reporting procedures
- County Safeguarding Officer, Designated Safeguarding Officer & Programme Lead contact details (reports to be received in 24rs)
- Accessible player information
- Evacuation procedure & muster point

