By visiting Motspur Park Training Ground you and others with you are expected to follow the information enclosed within. If you are here to watch a game or training – please follow the Code of Conduct for Spectators. We thank you in advance for your co-operation.
WELCOME
TO MOTSPUR PARK TRAINING GROUND

We want your visit to be enjoyable and safe.

Please help us by reading and complying with the guidance in this booklet which is intended to ensure your children are safe and well while with us.

We pride ourselves on being a family club. To enable this culture all staff work within a set of values, we ask that you embrace these with us:

PIONEERING
CONFIDENT CUSTODIANS
ACTION ORIENTATED
OPEN & INCLUSIVE
SERVICE EXCELLENCE

If you have any questions after reading this please speak to a member or staff.
Whilst we understand that many family members are often thrilled for their children to be training or competing in a fixture at Motspur Park we ask all parents and carers to respect our strict policy on ‘no photography’ on any device whilst on site. This is for reasons of security and most importantly to protect the identity of other children who may not have given consent to feature in any image. Where there are photo or video opportunities, full consent will be required from the parents of all children involved and their images will be captured by an appropriate qualified professional.
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CODE OF CONDUCT

The following set of guidelines is to ensure the smooth running of all activities and to ensure all young people can enjoy and engage in our activities in a safe environment. Please support us in setting a good example and supporting your child to have the best possible football experience.

ENCOURAGE EFFORT
Football is all about enjoyment, learning and developing. Always encourage your child’s effort, no matter the result. Success is more than just winning or losing.

REINFORCE POSITIVE BEHAVIOUR
Praise your child and when you see positive behaviour. Reinforce this positive behaviour through setting a good example and being a positive role model.

AVOID ‘TOUCHLINE COACHING’
Coaches spend a great deal of time learning, training and preparing, they work hard to make your child’s football a positive experience. Relax, and let the coaches’ coach. Parents must not question match officials decisions.

RESPECT
Please respect all individuals and our facilities, always. Everyone is attending to have a good time. Please use appropriate language at all times, no abusive language will be tolerated. Please dispose of litter in designated bins. Please note that no smoking is allowed on site.

KEEP EVERYONE SAFE
At the heart of everything we do is player safety and welfare. Please support us in achieving this by informing us of any concerns you have.

SPEAK TO US
Please communicate with our coaches, they’re happy to discuss your child’s development. Please share any concerns you have with us and we’ll work with you to improve things.
FACILITIES

We are very proud to run a facility which provides so many opportunities for children and young people therefore we ask that you also respect this as a professional working environment. We are an extremely busy site with many staff, external visitors, contractors and players engaged with Fulham FC on a daily basis. In addition to people we have many moving vehicles on sites such as cars, delivery vans, coaches and other grounds machinery which could pose a risk to anyone who was not paying attention whilst on site. We know your children can be excited when entering Motspur Park, however we ask that as the parent or carer responsible for your child whilst on site you follow the following rules:

SUPERVISION

Please keep any children you have in your care supervised at all times until a coach or other professional has formally registered them in to a session. If you are bringing additional children on to site to spectate these children will remain your responsibility and must be supervised at all times. No child should be found anywhere on site without the supervision of an adult.

TOILETS

Fulham FC take their responsibility to safeguarding seriously and therefore are clear that some toilets are not accessible to children. In addition, there are no ‘child only’ toilet facilities on site for non-players. Please see a map below of the toilets your children are allowed to use. It is important that all children and young people must be accompanied to the toilets and adults should check that there are no other adults in the toilets before their children access. This also includes children who are not part of any coaching session.
MOTSPUR PARK GUIDE TO SAFEGUARDING 2018/19 SEASON

MAP OF FACILITIES AT MOTSPUR PARK

ADDITIONAL GUIDANCE

Staff car park should not be used by participants to walk across unless advised otherwise.

No ball games are allowed anywhere on site unless in designated areas i.e. training pitch.

Reverse park where possible.

There is a 5mph limit on site.

Please do not congregate inside the reception area on arrival.

Please use the designated parent’s area outside reception.

In the event of an emergency please follow fire exit signs and gather at fire assembly point, marked on the map.

There is no pick up or drop off facility so please ensure you park in an appropriate space before dropping or collecting your child/ren.
4 DISPERASAL

Whether your child has participated in a training session, fixture or is arriving back from a trip or tour, when collecting them please do not congregate inside the reception area on arrival. Please use the designated parent’s area outside reception.

There is no pick up or drop off facility so please ensure you park in an appropriate space before collecting your child/ren.

Please allow coaches to disperse children and young people out of their care in a safe and timely manner. Coaches have a responsibility to ensure they have signed all children out appropriately.

Please note that unless you have given written permission for your child/ren to walk home alone or to be picked up by another individual, coaches will not be allowed to discharge your child/ren.

Please allow enough time at the end of each session for your coach to have any further discussions with you. This could be in regards to a number of issues such as progress, development, behaviour or safeguarding.

We understand that ‘things’ happen so if you are running late to collect you child/ren please notify a member of the team as soon as it is possible. Our staff are not allowed to leave your child unaccompanied so they have to remain onsite until you arrive. They may have other commitments too so please ensure you stay in contact in regards to your expected arrival time.
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SECURITY

SIGN IN
All visitors must enter Motspur Park via reception (main entrance) or where guided through the gate to registration.

All visitors who are going to remain on site MUST sign in and wait to receive a visitor lanyard before entering the site. The lanyard must be worn prominently so that staff, children and young people can see you are a visitor. Anyone who cannot be identified as staff and is found not to be wearing a lanyard will be asked to return to security in order to receive the appropriate ID.

All staff on site have been requested to challenge those who are not identified as staff. Therefore please do not be alarmed if you are asked which child or young person you are with or who you are collecting.

ACCESS
Due to different activities running on site at any given time it is at Fulham FC’s discretion to restrict access to Motspur Park and/or its facilities at any time. Please respect our security team who have been asked to enforce any restriction.

SMOKING
Please note that we have a strict ‘No smoking and vaping’ policy on site.

PICK UP AND DROP OFF
There is no pick up or drop off facility at Motspur Park so please ensure you park in an appropriate space before dropping or collecting your child/ren. This includes use of the disabled bays. These should only be used for blue badge holders.

We have restricted parking facilities so please be respectful and park within marked out bays. Where possible please reverse park for the safety of children who may be on site.
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REPORTING CONCERNS

Where a person is at risk of abuse or neglect, it is important that the Fulham FC act swiftly and put in place an effective response. If it appears that a child, young person or adult at risk is experiencing, or at risk of, abuse or neglect, you must share this information immediately with a member of staff or the Head of Safeguarding.

DOING NOTHING IS NOT AN OPTION; IT IS YOUR RESPONSIBILITY TO ACT

CONFIDENTIALITY

There is always tension and caution around issues of confidentiality. The advice for all staff at Fulham FC is that there is no guarantee of confidentiality where there are concerns that an individual may suffer harm.

There are actions which staff have to and are obliged to take once we are aware of potential abuse or risk of significant harm. Undertakings of confidentiality should not be given either to the person making the allegations or to the person being interviewed. A matter is confidential on a need to know basis and nobody should have any reservations about referring any issue.
SAFEGUARDING CONTACTS

INTERNAL
FULHAM FC AND FOUNDATION HEAD OF SAFEGUARDING
Eleanor Rowland
erowland@fulhamfc.com

FOUNDATION HEAD OF OPERATIONS
Karen Taylor
ktaylor@fulhamfc.com

ACADEMY PLAYER CARE MANAGER
Lee Hagger
lhagger@fulhamfc.com

EXTERNAL
PREMIER LEAGUE HEAD OF SAFEGUARDING
Jess Addicott
safeguarding@premierleague.com

HAMMERSMITH AND FULHAM OUT OF HOURS
Safeguarding Adult’s Emergency Duty Team (24 hour)
Tel: 020 8748 8588

HAMMERSMITH AND FULHAM SOCIAL SERVICES
Adult Protection Team
Tel: 020 8753 4198

THE FA
0808 800 5000

NON-EMERGENCY POLICE
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EMERGENCY
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This guidance document is applicable to Season 2018/19 and is under constant review. A revised version will be drafted annually with the next scheduled review due in July 2019 for use in the following season. This document may also be subject to review following learning outcomes as a result of an accident or incident and/or organisational or legislative change.