

# **The Rugby Football League Safeguarding Escalation Procedure**

## **1. Introduction**

Working together to Safeguard Children 2018 highlighted some key changes in sport and identified the requirement for escalation policies for staff and external agencies to follow when their safeguarding concerns are not being addressed and people are at risk.

The Rugby Football League recognises that all professionals working with children and vulnerable adults need to know what to do about a case where they are worried that professionals are not working well together and as a result an individual is at risk.

In reaching resolution it is essential that at all times disputes are approached in a considerate manner and one which both respects and seeks to understand the views and concerns of others from their experience and perspective particularly when engaging with the child, young person or vulnerable adult.

In any case where a person disagrees with the outcome or process being taken, then advice and guidance can also be sought from the NSPCC, The Child Protection in Sport Unit.

The NSPCC and Child Protection in Sport Unit can be contacted by email or telephone:

[help@nspcc.org.uk](mailto:help@nspcc.org.uk)

0808 800 5000

## **2. Purpose of the Policy**

The purpose of this policy is to create a transparent process to set out how disagreements should be dealt with between partner agencies and internally with regards to professional practice in relation to a child, young person or vulnerable adult. This policy outlines the process to be followed when professionals are unable to agree about what is in the best interests of the child or vulnerable adult. It also seeks to identify and anticipate problem areas in working together where there is a lack of clarity and to promote resolution in a timely manner. It will also ensure that where resolution cannot be found, appropriate escalation of concerns ensures that the child, young person or vulnerable adult is safeguarded.

## **3. Social Care Escalation**

For issues relating to Social Care, any concerns should be discussed initially by the RFL Safeguarding Manager with the Social Worker or LADO and followed up in writing. If this does not resolve the problem, then the RFL Safeguarding Manager should contact the Head of Service to discuss the concerns as appropriate, having referred to the individual authority's escalation procedures. Contact will be made by telephone and then followed up in writing. If the issue remains unresolved then the

Safeguarding Manager should complete the authority's escalation notice and forward it to the relevant Manager or Head of Service within Social Care. This form should be used even if a verbal agreement to escalate a case has been reached. The form will be stored on the Safeguarding Case Management system and will be reviewed at SCMG.

#### **4. Other Agency Escalation**

Where concerns need to be raised with another agency then the RFL Safeguarding Manager should ensure that this happens as soon as possible and that all discussions are clearly recorded. Ordinarily, the Safeguarding Lead Professional for the agency should be the first contact and if that does not resolve the concerns then their manager should be contacted. If this is not an appropriate way to resolve the concerns, then advice should be sought from the RFL Head of Legal or Chief Regulatory Officer within 1 working day. The escalation notice in appendix 1 should be used to record concerns and any actions taken. It should be stored on the Safeguarding Case Management System and will be reviewed at SCMG.

#### **5. Internal Escalation**

Where there are concerns regarding internal working, whether this be by RFL staff or within the professional game, community leagues or clubs then concerns should be raised with the RFL Safeguarding Manager as soon as practically possible. The Safeguarding Manager will investigate and recommend an appropriate course of action within 24 hours of receiving the concern. Recommended actions will be recorded and reported to the SCMG.

Where it is not appropriate to discuss concerns with the Safeguarding Manager or they are unavailable then contact should be made with the RFL's Head of Legal. The escalation form attached in appendix 1 should be used to record concerns and actions. It should be stored on the Safeguarding Case Management System and will be reviewed at SCMG.

#### **6. External Agency Escalation**

Should an external agency wish to raise concerns about the RFL Safeguarding Manager then this should be done in the first instance by contacting the RFL Safeguarding Manager directly. If professionals are not able to resolve their disagreement, then it must be reported to their line manager or equivalent. In most cases the relevant line manager will be the Head of Legal, who will seek to resolve the disagreement between them.

The purpose of this is to review the available information and to resolve the concern. Any action agreed should be fed back immediately to the relevant professionals and the detail of the dispute and agreements reached should be recorded and reviewed at SCMG.



## Appendix 1 – Escalation Notice

**Name of person completing the form:**

**Name of the child, young person or vulnerable adult:**

**Details of the concern:**

**Agreed/ recommended action:**

**Action Taken:**

**Date form Completed:**

**(Internal) SCMG outcome:**