

**THE SOUTH AFRICAN WRESTLING FEDERATION**  
**POLICY AND PROCEDURES FOR SAFEGUARDING CHILDREN AND**  
**VULNERABLE ADULTS**

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***PART 1 – SAWF SAFEGUARDING POLICY STATEMENT***

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## **1 INTRODUCTION**

- 1.1 Safeguarding is the responsibility of organisations to ensure that their staff, volunteers, operations and programmes do no harm to children and/or vulnerable adults, or expose them to any form of harm, including, but not limited to, harassment, abuse or exploitation. However, best practice dictates that safeguarding should extend to all persons participating within the organisation(s) concerned. In other words, the South African Wrestling Federation (“**SAWF**”) has a responsibility to ensure that it protects all staff, volunteers and athletes from harm.
- 1.2 As such, every person connected to the sport of wrestling should understand that this responsibility extends to each of them. They should have appropriate learning opportunities to develop and maintain the necessary attitudes, skills and knowledge to do fully comprehend the duty of care owed towards all participants and how this should be exercised.
- 1.3 The SAWF is committed to safeguarding and protecting all persons who participate in the sport of wrestling from harassment and abuse and ensuring that all participants are treated with respect and dignity.
- 1.4 Everyone has the right to participate in sport in an environment free from non-accidental harm, discrimination, bullying, harassment, abuse, violence and neglect irrespective of their race, gender, sex, pregnancy, marital status, ethnic or social origin, colour, sexual orientation, age, disability, religion, conscience, belief, culture, language and birth or athletic ability.
- 1.5 The SAWF recognises that the welfare of all who take part in wrestling regardless of their role is important and put the safety and well-being of all participants at the centre of everything the SAWF does.
- 1.6 The SAWF recognizes that whilst any participant can be subjected to harassment and abuse, certain groups may be more vulnerable to harassment and abuse including but not limited to:

- 1.6.1 Children
  - 1.6.2 Young Adults
  - 1.6.3 People with a Mental and/or a Physical Disability
  - 1.6.4 Competitive Wrestlers
  - 1.6.5 Women
  - 1.6.6 Elderly Persons, and
  - 1.6.7 Other Vulnerable Adults
- 1.7 The SAWF is committed to implementing robust procedures to safeguard and protect all participants in wrestling including procedures to address the risks associated with specific vulnerable groups.
- 1.8 The SAWF recognises that the prevention of harassment and abuse in sport requires a systematic and co-ordinated approach both nationally and internationally. This includes working with the South African statutory authorities, the South African Sports Confederation and Olympic Committee (Sport SA) and with United World Wrestling (UWW) internationally to safeguard participants in the sport of wrestling.
- 1.9 The SAWF recognises that the effectiveness of safeguards is dependent on ensuring athletes and other participants are involved and engaged and receive appropriate training and support.

## **2 BACKGROUND**

- 2.1 The Constitution of the Republic of South Africa (1996) includes a Bill of Rights which is a cornerstone of democracy in South Africa. It enshrines the rights of all people in South Africa and affirms the democratic values of human dignity, equality and freedom.
- 2.2 The Bill of Rights states that you cannot unfairly discriminate directly or indirectly against anyone on one or more grounds, including race, gender, sex, pregnancy, marital status, ethnic or social origin, colour, sexual orientation, age, disability, religion, conscience, belief, culture, language and birth.

- 2.3 The Bill of Rights recognises that:
- 2.3.1 everyone has inherent dignity and the right to have their dignity respected and protected;
  - 2.3.2 that everyone has the right to be free from all forms of violence from either public or private sources; not to be treated or punished in a cruel, inhuman or degrading way; and
  - 2.3.3 that everyone has the right to bodily and psychological integrity, which includes the right to security in and control over their body.
- 2.4 South Africa ratified the United Nations Convention on the Rights of the Child on 16 June 1995. The rights of the child are included in the Bill of Rights of the Constitution of the Republic of South Africa (1996).
- 2.5 The Bill of Rights states that “A child’s best interests are of paramount importance in every matter concerning the child.” Included in the rights of the child is to be protected from maltreatment, neglect, abuse or degradation.
- 2.6 The SAWF is the recognised national sports federation for the sport and recreational activities of wrestling in South Africa as defined in the National Sport and Recreation Act, 1998 (Act No.110 of 1998) as amended. The SAWF is recognised by UWW as the only authority for the administration and control of the sport or recreational activity of wrestling in the Republic of South Africa and is recognised as the sole governing body of wrestling in the Republic in terms of the constitution of Sport SA.
- 2.7 The SAWF recognises its responsibility for safety in the sport of wrestling as set out in the National Sport and Recreation Act, 1998 (Act No.110 of 1998) as amended, clause 6.1 which reads as follows
- “National Sports Federations must assume full responsibility for safety issues within their sport and recreation disciplines.”
- 2.8 The Sport SA Safeguarding Policy against harassment and Abuse in all Sports requires that Sport SA members shall have their own safeguarding policy which is easily accessible to their members in accordance with:
- 2.8.1 the applicable law;

- 2.8.2 the Sport SA's Safeguarding Policy;
  - 2.8.3 the International Federation's Safeguarding Policy; and
  - 2.8.4 any Sport SA Safeguarding Policy and guideline that may be provided from time to time.
- 2.9 The Children's Act 38 of 2005 as amended requires a person who has no parental responsibilities and rights in respect of a child but who voluntarily cares for the child either indefinitely, temporarily, or partially, including a caregiver who otherwise has no parental responsibilities and rights in respect of a child, must, whilst the child is in that person's care-
- 2.9.1 safeguard the child's health, well-being, and development; and
  - 2.9.2 protect the child from maltreatment, abuse, neglect, degradation, discrimination, exploitation, and any other physical, emotional, or mental harm or hazards.
- 2.10 Forms of harassment and abuse take place worldwide in all cultures and environments. Evidence of recent and non-recent incidents of harassment and abuse indicate it occurs at all levels of sport.
- 2.11 Although any participant in sport can experience harassment or abuse, sport-based research confirms that athletes are particularly at risk and some groups are more vulnerable than others.
- 2.11.1 This includes elite athletes and athletes with a disability, especially if they are children or young adults.
- 2.12 The risk of harassment and abuse increases when there is a lack of protective measures in place that may mean that those who could have the motivation to harass, or abuse can do so without restriction.
- 2.13 Harassment and abuse can have significant long-term negative impacts on athlete participation and performance as well as general health and well-being, particularly if the athlete has not been able to disclose their experiences or access support.
- 2.14 All sports organisations have an important leadership role in embedding a no-

tolerance approach towards all forms of harassment and abuse. The International Olympic Committee (IOC) Consensus Statement: Harassment and Abuse in Sport (2016) highlights that:

“It is incumbent upon all stakeholders in sport both to adopt general principles for safe sport (...) and to implement and monitor policies and procedures for safe sport (...) which state that: all athletes have a right to be treated with respect, protected from non-accidental violence (...)”

2.15 In addition, the IOC Basic Universal Principles of Good Governance encompass safeguarding and makes it compulsory for organisations that belong to the Olympic movement to adopt these principles, implement relevant measures, and monitor compliance.

### **3 PURPOSE**

3.1 The purpose of this policy is to ensure that athletes and other persons participating in the sport of wrestling can do so without fear of harassment or abuse. The key objectives of this policy are to:

- 3.1.1 Ensure that everyone participating in the sport of wrestling understands that all forms of harassment and abuse are unacceptable and will not be tolerated;
- 3.1.2 Enable anyone who has witnessed or experienced harassment or abuse within the sport of wrestling to report the incident without fear of victimisation or retaliation.
- 3.1.3 Ensure an appropriate and co-ordinated response to any incidents of harassment or abuse within or connected to participation in the sport of wrestling, irrespective of whether they arise at local or national level or at international events;
- 3.1.4 Implement effective measures that minimise the likelihood of incidents of harassment and abuse arising;
- 3.1.5 Ensure all reasonable steps are taken during the recruitment of any staff and volunteers to prevent unsuitable individuals from working in the sport of wrestling.

## **4 SCOPE**

- 4.1 This policy applies to all wrestlers members of the athlete entourage including but not limited to coaches, trainers, chaperones, judges, agents, medical personnel and any individuals acting on behalf of SAWF such as directors, officials, administrators, members, and service providers whether employed, contracted or voluntary (herein referred to as “participants”).
- 4.2 This policy applies specifically to any incidents of harassment and abuse that occur during or connected to participation in any SAWF activities or connected to any activities where the participant is representing the SAWF.
- 4.3 The SAWF will implement safeguards aimed at protecting all participants in the sport of wrestling from harassment and abuse irrespective of their race, gender, sex, pregnancy, marital status, ethnic or social origin, colour, sexual orientation, age, disability, religion, conscience, belief, culture, language, birth or athletic ability.
- 4.4 The SAWF recognizes that in all matters concerning the care, protection and well-being of a child, the standard for the child's best interest is of paramount importance, must be applied.. Children are defined as young persons under 18 years of age and are protected under the United Nations Convention on the Rights of the Child and the Constitution of South Africa. The SAWF will implement safeguards specifically aimed at protecting all children participating in the sport of wrestling.
- 4.5 Any incidents of harassment or abuse that are perpetrated against a child must be reported to the relevant Child Protection Authorities (South African Police Service (SAPS), Department of Social Development, Registered Child Protection Agency) in accordance with the Children's Act 38 of 2005 as amended and the Criminal Law (Sexual Offences and Related Matters) Amendment Act 32 Of 2007 as amended.
- 4.6 The SAWF recognises that children and adults may participate in wrestling activity, who are, or may be, in need of services by reason of mental or other disability, age or illness, and who are, or may be, unable to take care of themselves, or unable to protect themselves against significant harm, abuse

or exploitation. The SAWF will implement safeguards specifically aimed at safeguarding children and adults participating in the sport and recreational activities of wrestling in need of care and support.

- 4.7 Any incidents of harassment or abuse that are perpetrated against a child or adult with a mental disability must be reported to the relevant authorities.
- 4.8 The SAWF policy and procedures are applicable to all levels of the sport and provides a framework for those involved in the sport of wrestling to meet their duty of care towards all who participate in the sport regardless of whether they are a competitive or recreational wrestler, staff, volunteers, spectators or service providers. The policy is mandatory for all SAWF staff, members and volunteers. Any individual or organisation that is providing a service to SAWF must also demonstrate that they comply with these standards. Anyone who manages or has overall responsibility for a club or organisation must support their Safeguarding Officer to fulfil their role and ensure their organisation is fully compliant with this policy. All SAWF members should also read and comply with the policy.

## 5 DEFINITIONS

The following definitions are used in these policies and procedures:

- 5.1 **Abuse** can be expressed in four forms which may occur in combination or in isolation.
- 5.1.1 psychological abuse
  - 5.1.2 physical abuse
  - 5.1.3 sexual abuse,
  - 5.1.4 neglect.
- 5.2 **Bullying or cyberbullying** means unwanted, repeated, and intentional, aggressive behaviour usually among peers, and involves a real or perceived power imbalance. Bullying can include actions such as making threats, spreading rumours or falsehoods, attacking someone verbally or deliberately excluding someone. This can happen in the real world or the cyber world;

5.3 **Children** are defined as young persons under 18 years of age and are protected under the United Nations Convention on the Rights of the Child which has been adopted by 197 nations.

5.4 **Club** means any organisation providing sport or recreational wrestling activities within the Republic of South Africa including but not limited to an association of members, a commercial entity, a registered non-profit organisation, company or trust.

5.5 **Harassment** is defined by the unwanted nature of the action, which could include attention or the provision of items. It is for any given individual to determine what they consider to be acceptable and what they regard as offensive.

5.5.1 The *Protection from Harassment Act 2010*, defines harassment as directly or indirectly engaging in conduct that the respondent knows or ought to know

5.5.1.1 causes harm or inspires the reasonable belief that harm may be caused to the complainant or a related person by unreasonably

5.5.1.1.1 following, watching, pursuing or accosting of the complainant or a related person, or loitering outside of or near the building or place where the complainant or a related person resides, works, carries on business, studies or happens to be;

5.5.1.1.2 engaging in verbal, electronic or any other communication aimed at the complainant or a related person, by any means, whether or not conversation ensues; or

5.5.1.1.3 sending, delivering or causing the delivery of letters, telegrams, packages, facsimiles, electronic mail or other objects to the complainant or a related person or leaving

them where they will be found by, given to, or brought to the attention of, the complainant or a related person; or

5.5.1.2 amounts to sexual harassment of the complainant or a related person.

5.5.2 Harassment and abuse can be based on any grounds including race, religion, colour, creed, ethnic origin, physical attributes, gender, sexual orientation, age disability, socio-economic status and athletic ability. It can include a one-off incident or a series of incidents. It may be in person or online. Harassment may be deliberate, unsolicited and coercive. Harassment and abuse often result from an abuse of authority, meaning the improper use of a position of influence, power or authority by an individual against another person.

5.6 **Hazing** means an organised, usually team-based, form of bullying in sport, involving degrading and hazardous initiation of new team members by veteran team members.

5.7 **Homophobia** means antipathy, contempt, prejudice, aversion or hatred towards lesbian, gay or bisexual individuals.

5.8 **Neglect** means the failure of a coach or another person with a duty of care towards the athlete to provide a minimum level of care to the athlete, which is causing harm, allowing harm to be caused, or creating an imminent danger of harm.

5.9 **Negligence** means the failure of a coach or another person with a duty of care towards the athlete to provide a minimum level of care to the athlete, which is causing harm, allowing harm to be caused, or creating an imminent danger of harm.

5.10 **Non-accidental harm** means any unwelcome sexual harassment and/or abuse, financial abuse, bullying and emotional abuse, hazing, neglect, physical abuse and child exploitation.

5.11 **Officials** means members of the team or club involved in sport, including but

not limited to, technical official, medical support, management, volunteer, coach and any other member of the team's entourage or person assisting at any sports event.

- 5.12 **Person with a Mental Disability** can be a child under 18 years of age or an adult over 18 years of age who is, or may be, in need of services by reason of mental disability.
- 5.13 **Person with a Physical Disability** can be a child under 18 years of age or an adult over 18 years of age who is, or may be, or might not be, in need of services by reason of physical disability.
- 5.14 **Psychological abuse** means any unwelcome act including confinement, isolation, verbal assault, humiliation, intimidation, infantilizing, or any other treatment which may diminish the sense of identity, dignity, and self-worth.
- 5.15 **Physical abuse** means any deliberate and unwelcome act – such as for example punching, beating, kicking, biting and burning – that causes physical trauma or injury. Such acts can also consist of forced or inappropriate physical activity (e.g. age, or physique, inappropriate training loads; when injured or in pain), forced alcohol consumption, or forced doping practices.
- 5.16 **Regulated activity** within the context of this policy is defined as regular contact with children, young adults, persons with a mental disability or other adults who may be vulnerable to harassment and abuse. Being an employee (staff or volunteer) of the SAWF or its affiliated members and clubs does not imply involvement in regulated activity in itself. It is only when the staff member or volunteer has close contact with children, young adults, adults with a mental disability, or other vulnerable adults that they fall within the scope of regulated activity.
- 5.17 **Regular contact** is defined as more than once per month.
- 5.18 **Sexual harassment** means any unwanted and unwelcome conduct of a sexual nature, whether verbal, non-verbal or physical. Sexual harassment can take the form of sexual abuse.
- 5.19 **Sexual abuse** means any conduct of a sexual nature, whether non-contact,

contact or penetrative, where consent is coerced/manipulated or is not or cannot be given.

- 5.20 **Vulnerable adult** is any person aged 18 or over who is, or may be, in need of services by reason of disability, age or illness, and who is, or may be, unable to take care of him or herself, or is a person over 18 years of age who is unable to protect him or herself against significant harassment, abuse or exploitation related to their athletic ability, race, gender, sex, pregnancy, marital status, ethnic or social origin, colour, sexual orientation, age, disability, religion, conscience, belief, culture, language or birth. In the context of South Africa where there are high levels of gender-based violence, some women may be considered vulnerable. Other groups who may be vulnerable in a South African context include the LGBTQIAP+<sup>1</sup> community, marginalised gender identities, refugees and people living with HIV/AIDS.
- 5.21 **Young adults** are young persons over 18 years of age transitioning from childhood to adulthood. With limited life experience they may not have developed resilience and may be more at risk of exploitation, harm, or abuse.

## 6 SAWF ROLES AND RESPONSIBILITIES

- 6.1 The SAWF accepts our responsibility to implement safeguarding arrangements and procedures to protect all participants from harassment and abuse and will:
- 6.1.1 Provide effective leadership to promote and implement our safeguarding policy and embed a no-tolerance approach to harassment and abuse;
  - 6.1.2 Identify a competent person(s) to assess and respond to safeguarding concerns;
  - 6.1.3 Develop and implement codes of conduct which establish behaviours and boundaries by which all participants, no matter how senior, are held to account;

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<sup>1</sup> Lesbian; Gay; Bisexual; Transgender; Queer; Intersex; Asexual; Pansexual; + (meaning "not limited to")

- 6.1.4 Ensure all participants understand and abide by the SAWF Safeguarding policy, procedures and codes of conduct;
- 6.1.5 Ensure all participants understand and comply with the policy, procedures and code of conduct when representing the SAWF at international events;
- 6.1.6 Ensure all participants are provided with appropriate information and training to recognise, identify and respond to signs of harassment and abuse;
- 6.1.7 Share information with relevant stakeholders, including the South African Police Service, Child and Adult Protection Services and Sport SA;
- 6.1.8 Respond to all incidents or concerns, and provide appropriate support to the individual(s) involved, including the person who reported the concern;
- 6.1.9 Ensure that confidential, detailed and accurate records of all concerns are maintained and securely stored;
- 6.1.10 Ensure robust safeguarding arrangements and procedures are in place, including background checks to prevent unsuitable individuals from being appointed to a position of authority;
- 6.1.11 Ensure all members and their affiliated clubs have effective arrangements in place to protect participants from harassment and abuse within the club environment; and
- 6.1.12 Ensure all participants representing a member or affiliated club at an SAWF event understand and comply with this policy, procedures and codes of conduct.

## **7 PROVINCIAL ASSOCIATIONS ROLES AND RESPONSIBILITIES**

- 7.1 The responsibility to lead the implementation of this policy is shared with the Provincial Associations of the SAWF, who shall:
  - 7.1.1 adopt this policy;

- 7.1.2 ensure all affiliated clubs have adopted this policy;
- 7.1.3 ensure all clubs in their jurisdiction have a Safeguarding Officer and Safeguarding Policy in place;
- 7.1.4 ensure that all events conducted under their jurisdiction have a Safeguarding Officer in place, and that safeguarding measures have been implemented.

## **8 CLUB ROLES AND RESPONSIBILITIES**

- 8.1 All wrestling clubs who provide services to children and adults have a common law duty of care to take such steps that, in the circumstances of a wrestling club, are reasonable to ensure the safety and welfare of both children and adults.
- 8.2 The safety and welfare of children and adults should be a priority for all wrestling clubs.
- 8.3 This policy sets out the minimum standards that wrestling clubs should apply. The SAWF will provide support and guidance to help wrestling clubs meet their responsibilities.
- 8.4 All clubs must ensure that:
  - 8.4.1 the overall responsibility for safeguarding sits at the most senior level of their club;
  - 8.4.2 there is at least one suitably trained and competent Safeguarding Officer designated within the club to take the lead role in dealing with safeguarding issues. The responsibilities of the individual should include:
    - 8.4.2.1 promoting the safety and welfare of children and adults;
    - 8.4.2.2 promoting the importance of safeguarding;
    - 8.4.2.3 ensuring that children are listened to and are involved in decision making;
    - 8.4.2.4 ensuring that everyone understands their roles and

- responsibilities in respect of safeguarding;
- 8.4.2.5 responding to safeguarding and poor practice concerns;
- 8.4.2.6 liaising with the SAWF and local Statutory Authorities;
- 8.4.2.7 working with other organisations as required;
- 8.4.3 the Club Safeguarding Officer has completed the SAWF approved Safeguarding awareness training;
- 8.4.4 the Club Safeguarding Officer has undertaken a criminal record check.
- 8.4.5 all staff and volunteers, who are working with children or adults receive appropriate training, updated every three years, and have access to advice on child protection, safeguarding and promoting the welfare of children through the Club Safeguarding Officer;
- 8.4.6 all children and their parents, are aware of behaviour that is not acceptable and how they can help to keep themselves safe;
- 8.4.7 they support Whistle Blowing and take steps to ensure members, their parents/carers, and others, feel able to raise concerns without fear of negative repercussions;
- 8.4.8 confidentiality is maintained in relation to concerns and referrals and information is only shared on a genuine 'need to know' basis;
- 8.4.9 that they comply with the SAWF guidance on Safe Recruitment to prevent unsuitable people from obtaining, or remaining in, positions of trust or responsibility;
- 8.4.10 they comply with all the applicable supplementary policy and guidance and accept responsibility for identifying and responding to any deficiencies or weaknesses in its arrangements for safeguarding and promoting welfare of children and adults;
- 8.4.11 they work in partnership with the SAWF to ensure poor practice is addressed and any required remedial action is taken.

## **9 PARTICIPANT ROLES AND RESPONSIBILITIES**

- 9.1 All participants must comply with this policy and the SAWF codes of conduct and specifically not engage in, allow, condone, or ignore incidents of harassment and abuse and be supportive of other participants who report concerns.
- 9.2 Any participant who has reason to believe that another participant has or is experiencing harassment and abuse connected to their role in the sport has a duty to report it to the SAWF.
- 9.3 Failure to comply with the policy and procedures will be investigated and may ultimately result in disciplinary action against the individuals concerned.

## **10 REPORTING CONCERNS**

- 10.1 The following procedures apply to any incidents, concerns, allegations or disclosures of harassment and abuse brought to the attention of the SAWF (herein referred to as “complaints”).
- 10.2 If a complaint of harassment or abuse is perpetrated by or against a child or an adult, any action taken must be in accordance with this policy.
- 10.3 Where the alleged perpetrator is under the jurisdiction of another national federation, the matter will be reported by the SAWF to UWW and the relevant National Federation or National Olympic Committee.
- 10.4 Any participant who has reported that an incident of harassment or abuse involved a person or persons belonging to another organization or unconnected to the sport will be provided with support from the SAWF.
- 10.5 Anyone can report an incident of harassment or abuse. Mechanisms for receiving the information are as follows:
  - 10.5.1 In writing using the SAWF template form;
  - 10.5.2 By phone or email to a National, Provincial, Club or Event Safeguarding Officer(s);
  - 10.5.3 In person to a National, Provincial, Club, or Event Safeguarding

Officer(s).

- 10.6 The SAWF recognises that some individuals may be fearful of the consequences of making a complaint under these procedures, particularly where the perpetrator is in a position of authority. In these circumstances, where possible, the identity of the whistle blower will remain confidential.
- 10.7 Any person who makes a complaint in good faith must not be subject to reprisal or other adverse consequences because of submitting a report. These protections shall not apply to a person who intentionally makes a complaint that is false, vexatious, retaliatory or frivolous.
- 10.8 Any complaints received pursuant to this policy must be referred to the SAWF National Safeguarding Officer(s) who is the first point of contact for complaints and concerns under this policy.
- 10.9 The SAWF National Safeguarding Officer will make an initial assessment of the complaint to determine the nature of the concern and whether the matter relates to a participant under the SAWF jurisdiction.
- 10.9.1 NOTE that ALL complaints relating to Physical, Emotional or Sexual Abuse MUST be referred to the relevant Statutory Authorities such as the South African Police Services and other relevant authorities and/or regulatory bodies, regardless of whether the concern relates to a participant under the jurisdiction of the SAWF.
- 10.9.2 All other complaints will be investigated and dealt with in terms of the provisions of article 11 below.
- 10.10 The SAWF may impose interim protective measures, including the suspension of the participant where one or more of the following circumstances applies:
- 10.10.1 The participant is believed to present a significant risk to other participants;
- 10.10.2 The reputation of the sport is at risk; and/or
- 10.10.3 The participants ongoing presence may hinder investigations.

## **11 INVESTIGATION AND DISCIPLINARY PROCESS**

- 11.1 Where an internal investigation is required, the SAWF shall instruct an independent investigator to carry out the investigation, in accordance with these procedures and to an appropriate timeline agreed by the SAWF National Safeguarding Officer(s).
- 11.2 Where relevant, the investigator may request information from the police and any other relevant organizations.
- 11.3 The investigator may require written or oral representations from relevant parties, taking special care if interviewing vulnerable witnesses.
- 11.4 The investigator shall prepare a report and include all relevant evidence for consideration by the SAWF who may determine that:
  - 11.4.1 The matter is referred to an Independent Disciplinary Hearing for consideration;
  - 11.4.2 Further investigations are instigated;
  - 11.4.3 A risk assessment is completed;
  - 11.4.4 Instructions, advice or guidance is provided to the relevant parties; and/or
  - 11.4.5 No further action is taken.
- 11.5 Any disciplinary proceedings, including the right of appeal will be conducted in accordance with the SAWF Disciplinary Policy.
- 11.6 The standard of proof for such proceedings is the civil standard of balance of probabilities. Consequently, the SAWF may seek to take disciplinary action irrespective of the outcome of any criminal proceedings.
- 11.7 The SAWF will provide appropriate support and guidance to ensure all participants understand the disciplinary and appeal procedures, especially if children are involved.
- 11.8 Where a disciplinary matter involves a Child or a Person with a Mental Disability, the SAWF Safeguarding Officer(s), Investigator(s) and Independent Disciplinary or Appeals Panels must be mindful of the needs of the person in question and take these into account when deciding upon the format of

proceedings or indeed whether any action is taken against such a person.

- 11.9 Where a disciplinary matter involves a Child or a Person with a Mental Disability, the Chairman of the Independent Disciplinary or the Appeal Panel shall decide if the Panel should include at least one member who is suitably trained at dealing with Children or Persons with a Mental Disability.
- 11.10 Any interviews of a Child or a Person with a Mental Disability shall only be conducted by suitably trained and experienced persons nominated by the SAWF.
- 11.11 Written permission should be obtained from any parent / carer of a Child or a Person with a Mental Disability where such person is asked to provide evidence and / or attend a hearing. Where a Child or a Person with a Mental Disability is asked to attend a hearing, they shall be afforded the opportunity to do so accompanied by any parent / carer and the Independent Disciplinary or Appeals Panel shall make sure that the Child or a Person with a Mental Disability fully understands the process taking place. In exceptional circumstances, where written permission is not obtained from a parent / carer, assessment should be made of the ability of the Child or a Person with a Mental Disability to understand and make their own decisions.
- 11.12 In all proceedings involving a Child or a Person with a Mental Disability, the Investigator(s) or Chair of the Independent Disciplinary or Appeals Panel may vary the standard directions set out in this policy and in order to take into account the needs of a Child or Person with a Mental Disability. This may include without limitation conducting any hearing on paper or providing for evidence to be given by video link.
- 11.13 For the avoidance of doubt, the refusal of the Parent, Carer, Child or Person with a Mental Disability to co-operate shall not preclude the SAWF from taking disciplinary action against the Child or Person with a Mental Disability in accordance with the SAWF Safeguarding Policy & Procedures.
- 11.14 Where it is determined that harassment or abuse has been committed, the Independent Disciplinary Panel who dealt with the matter shall impose an appropriate sanction upon the Participant.

- 11.15 The Independent Disciplinary Panel may consider, singly or in combination, depending on the nature and severity of the conduct and whether there are any aggravating and mitigating circumstances the following:
- 11.15.1 Written or verbal apology;
  - 11.15.2 Formal warning;
  - 11.15.3 Fine;
  - 11.15.4 Risk assessment;
  - 11.15.5 Training and/or supervision;
  - 11.15.6 Temporary suspension;
  - 11.15.7 Termination of membership, license, agreement or contract; or
  - 11.15.8 Any other sanction that the Independent Disciplinary Panel considers appropriate in the circumstances.
- 11.16 Anyone who have been found to have harassed or abused another participant will have the right to appeal against the decision in accordance with the SAWF Disciplinary Policy.
- 11.17 The SAWF shall establish that an incident of harassment and abuse has occurred where:
- 11.17.1 A SAWF participant is convicted of a criminal offence; or
  - 11.17.2 UWW or another recognised regulatory body has determined that an allegation(s) of harassment or abuse against a SAWF participant is/are proven.
  - 11.17.3 The Independent Disciplinary Panel having considered any representations made by the participant and any other affected parties may determine that it is appropriate to impose a sanction relating to SAWF activities.
- 11.18 Any information relating to complaints of harassment or abuse will be stored securely and be compliant with the requirements of the Protection of Personal Information Act.

- 11.19 Any information about poor practice or complaints about harassment and abuse that may indicate that a participant in a position of trust is unsuitable to work or volunteer in the sport will be retained for as long as the participant remains active in the sport or for 10 years, whichever is longer, even if it were not possible at the time that the information was first reported to instigate any formal proceeding.
- 11.20 Any other records relating to other complaints will be retained for a period of 3 years unless a similar complaint arises within that period.
- 11.21 Any records relating to disciplinary action taken by the SAWF should be retained in accordance with the retention periods set out in the SAWF Disciplinary Policy.

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***PART 2 – SAFE RECRUITMENT OF STAFF AND VOLUNTEERS***

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The following policies and procedures are aimed at ensuring that all reasonable steps are taken during the recruitment of staff and volunteers to prevent unsuitable individuals from working in the sport.

## **12 INTRODUCTION**

- 12.1 The SAWF and its affiliated organisations and clubs must ensure all reasonable steps are taken during recruitment to prevent unsuitable individuals from working with children, young people, persons with a mental and/or physical disability and other vulnerable adults.
- 12.2 All individuals involved in wrestling activity who will have significant access to children, young people, persons with a mental and/or physical disability and other vulnerable adults must be vetted to establish whether they have any criminal convictions or other past behaviour that suggests they are unsuitable to work with children, young people, persons with a mental and/or physical disability and other vulnerable adults or may present a risk to them. This applies equally to paid staff and volunteers.
- 12.3 All applications for roles in the sport that involve “regular contact” with children,

young people, persons with a mental and/or physical disability and other vulnerable adults should be carefully considered and scrutinised, regardless of whether the application is for voluntary or paid work with the level of checking completed appropriate to the role being applied for.

- 12.4 All existing and new volunteers and employees working in roles that involves “regular contact” with children, young people, persons with a mental and/or physical disability and other vulnerable adults; or where they hold a position of trust; or existing staff or volunteers who change their role to work with these vulnerable groups, are required to complete a vetting process.
- 12.5 The SAWF Safe Recruitment policy and procedures apply to anyone, whether recruited to a voluntary or paid role who is going to have significant access to children, young people, persons with a mental and/or physical disability or other vulnerable adults or have access to their personal data.
- 12.6 Although the vast majority of staff and volunteers that work in wrestling are committed, dedicated people who are motivated to work within the sport for commendable reasons, it is vital that all reasonable steps are taken to ensure that any unsuitable people or people who may cause harm to children, young people, persons with a mental and/or physical disability and other vulnerable adults are prevented from working with them.
- 12.7 The SAWF Safe Recruitment policy and procedures aim to safeguard all participants in the wrestling from harassment, abuse or exposure to poor practice. The SAWF recognises that the majority of participants in wrestling are children and that the sport also offers programmes and activities for children and adults with a mental disability. The SAWF and its affiliated organisations and clubs have a statutory duty to vet staff and volunteers who have regular contact with children and/or persons with a mental disability.
- 12.8 The SAWF also considers that persons prohibited from working with children or persons with a mental disability may also not be suitable to work with young people and other vulnerable adults.

### **13 THE CHILDREN’S ACT**

- 13.1 The Children's Act 38 of 2005 as amended makes provisions for a National Child Protection Register and states that no person whose name appears in Part B of the Register may manage or operate, or participate or assist in managing or operating, a school, club or association providing services to children. A person who fails to disclose the fact that their name is entered in Part B of the Register is guilty of misconduct and the person's services may be terminated as a result of non-disclosure.
- 13.2 No person managing or operating or who participates or assists in managing or operating an institution providing welfare services to children, including a child and youth care centre, a partial care facility, a shelter or drop-in centre or a school may allow a person whose name appears in Part B of the Register to work with or have access to children at the centre, facility, shelter or school, either as an employee, volunteer or in any other capacity.
- 13.3 All staff and volunteers in wrestling must declare whether or not their name appears in Part B of the National Child Protection Register.
- 13.4 The SAWF and its affiliated organisations and clubs are required to apply to the Department of Social Development for a certificate stating whether or not the particulars of any of their employees are recorded on Part B of the National Child Protection Register (Form 29).
- 13.5 All staff and volunteers of the SAWF or one of its affiliated organisations or clubs must be checked against Part B of the National Child Protection Register. Such vetting against the register must be done for all future staff and volunteers and retrospectively for existing staff and volunteers. This can be done directly with the Department of Social Development or through a reputable service provider.

#### **14 THE CRIMINAL LAW (SEXUAL OFFENCES AND RELATED MATTERS) AMENDMENT ACT**

- 14.1 The Criminal Law (Sexual Offences and Related Matters) Amendment Act 32 of 2007 as amended makes provision for a National Register for Sexual Offenders and places responsibilities on employers and employees in respect of the Act.

- 14.2 The Criminal Law (Sexual Offences and Related Matters) Amendment Act 32 Of 2007 defines an employer as set out in the act as including any person, organisation, institution, club, sports club, association or body who or which, as the case may be- (i) employs employees who, in any manner and during the course of their employment, will be placed in a position of authority, supervision or care of a child or a person who is mentally disabled or working with or will gain access to a child or a person who is mentally disabled or places where children or persons who are mentally disabled are present or congregate; (ii) owns, manages, operates, has any business or economic interest in or is in any manner responsible for, or participates or assists in the management or operation of any entity or business concern or trade relating to the supervision over or care of a child or a person who is mentally disabled or working with or who gains access to a child or a person who is mentally disabled or places where children or persons who are mentally disabled are present or congregate.
- 14.3 The SAWF and its affiliated organisations and clubs are employers as defined in the Criminal Law (Sexual Offences and Related Matters) Amendment Act 32 of 2007 as amended by virtue of the programmes and activities they deliver which include programmes and activities for children and persons with a mental disability.
- 14.4 The Criminal Law (Sexual Offences and Related Matters) Amendment Act 32 of 2007 as amended, defines employees as (a) any person who applies to work for or works for an employer, and who receives, or is entitled to receive, any remuneration, reward, favour or benefit; or (b) any person, other than a person contemplated in (a), who in any manner applies to assist or assists in carrying on or conducting the business of an employer, whether or not he or she is entitled to receive any remuneration, reward, favour or benefit.
- 14.5 All staff and volunteers of the SAWF and its affiliated organisations and clubs are employees as defined in the Criminal Law (Sexual Offences and Related Matters) Amendment Act 32 of 2007 as amended.
- 14.6 The SAWF and its affiliated organisations and clubs cannot employ a person whose name appears on the National Register for Sexual Offenders if there is

any likelihood they will come into contact with children or persons who are mentally disabled as a consequence of their duties. Failure to check employees against the register and employ someone on the register is a criminal offence and is liable on conviction to a fine or to imprisonment for a period not exceeding seven years or to both a fine and such imprisonment.

- 14.7 The SAWF and its affiliated organisations and clubs as employers defined in the Act are required to apply to the Registrar of the National Register for Sexual Offenders for a prescribed certificate, stating whether or not the particulars of an employee as defined by the act are recorded in the Register. All employees (staff and volunteers) of the SAWF or one of its affiliated organisations or clubs that may come into contact with children or persons who are mentally disabled must be checked against the National Register for Sexual Offenders. Such vetting against the register must be done for all future employees and retrospectively for existing employees.
- 14.8 Employees are required by the Act to inform their employers if they have been convicted of a sexual offence against a child or a person who is mentally disabled, or is alleged to have committed a sexual offence against a child or a person who is mentally disabled and who has been dealt with in terms of section 77 (6) or 78 (6) of the Criminal Procedure Act, 1977, irrespective of whether or not such offence was committed or allegedly committed during the course of his or her employment, must without delay disclose such conviction or finding to his or her employer. They must also disclose any conviction or finding when applying for a role within the organisation. Failing to disclose is a criminal offence liable on conviction to a fine or to imprisonment not exceeding seven years or to both a fine and such imprisonment.
- 14.9 Although the SAWF and its affiliated organisations and clubs are not yet recognized organisation for the purpose of accessing the National Child Protection Register, it is suggested that the employees of the SAWF still apply for a certificate of clearance. Whilst awaiting this clearance the onus is on the employee to declare in an affidavit if they are named on the register. This affidavit must be placed in the employee's file until such time as a clearance certificate from the Department of Social Development is received. Where the

SAWF and its affiliated organisations and clubs suspect an employee may have made a false declaration with regards to their name not appearing on the National Child Protection Register they will report the matter to the SAPS or Social Services for them to investigate.

- 14.10 Although the SAWF and its affiliated organisations and clubs are required to apply to the Registrar of the National Register for Sexual Offenders for a prescribed certificate, stating whether or not the particulars of an employee as defined by the act are recorded in the Register, the Registrar has indicated in writing that the issuing of clearance certificates and verifying of individuals for any purpose is not yet operational. The onus is therefore on the employee to declare if they are named on the register. In addition to obtaining a SAPS clearance certificate, employees must also disclose to their employers (on affidavit) that they have never been convicted of a sexual offence against a child or a mentally disabled person. This affidavit must be placed in the employee's file to be utilised at a future date once the Register becomes fully operational.
- 14.11 Where the SAWF and its affiliated organisations and clubs suspect an employee may have made a false declaration with regards to their name not appearing on the National Register of Sexual Offenders they will report the matter to the SAPS or Social Services for them to investigate.
- 14.12 With the above in mind the minimum standard for the vetting of all volunteers and staff wishing to participate in the sport of wrestling is as follows:
- 14.12.1 That all potential and existing employees (staff and volunteers) submit a police clearance certificate;
- 14.12.2 That all potential and existing employees (staff and volunteers) must also disclose to their employers (on affidavit) that they have never been convicted of a sexual offence against a child or a mentally disabled person and that their name does not appear in Part B of the National Child Protection Register as a person deemed unsuitable to work with children;
- 14.12.3 That all potential and existing employees (staff and volunteers) must

provide the names of two referees who must provide a reference using the SAWF's employee reference form.

- 14.13 The SAWF and its affiliated organisations and clubs must implement the minimum standards to check the suitability of individuals from working with children, young people, persons with a mental disability and other vulnerable adults. Any concerns raised as to the suitability of an individual to work with children, young people, persons with a mental disability and other vulnerable adults during the vetting of employees (staff and volunteers) must be investigated before a decision is made to appoint a new employee (staff or volunteer); or to continue to employ an existing employee (staff or volunteer).
- 14.14 If a concern has arisen during the vetting of existing employees (staff or volunteers) regarding their suitability to work with children, young people, persons with a mental and/or physical disability and other vulnerable adults, the SAWF or its affiliated organisation(s) or club may suspend the employee (staff and volunteer) from all or some of their duties whilst an investigation is conducted.
- 14.15 As people who want to abuse children, young people, persons with a mental and/or physical disability and other vulnerable adults may seek out various avenues to gain access to children, young people, persons with a mental and/or physical disability and other vulnerable adults, it is important that the minimum standards for vetting are followed at all times, even where there is only one applicant for a position.

## **15 ONCE OFF VOLUNTEERS AND SERVICE PROVIDERS**

- 15.1 All employees whether staff and volunteers of the SAWF or its members will be required to complete the SAWF vetting procedures. The only current exception to this is in the case of one-off volunteers who will only have supervised contact with children, young people, persons with a mental and/or physical disability or other vulnerable adults for a limited period of time. e.g., Volunteers helping out at a fundraiser or event.
- 15.2 Where one-off volunteering lead to regular contact with children, young people, persons with a mental and/or physical disability or other vulnerable

adults, the minimum standards for vetting employees must be fully applied.

15.3 The following additional measures may be implemented when interviewing for a role in sport to check the suitability of staff or volunteers to work with children, young people, persons with a mental and/or physical disability or other vulnerable adults:

15.3.1 Considering the person's qualifications and experience for the role;

15.3.2 Identifying a timeline of previous roles in sports, and any other role that involved working directly with children, young people, persons with a mental and/or physical disability or other vulnerable adults;

15.3.3 Assessing attitudes and commitment to safeguarding;

15.3.4 Assessing their previous experience of working with children both inside and outside of sport;

15.3.5 Giving the applicant a scenario of a safeguarding nature such as child not being collected after a sport session and ask what they do in that circumstance;

15.3.6 Asking the applicant if they have ever been refused work that involved contact with children, young people, persons with a mental and/or physical disability or other vulnerable adults or anything that the organisation or club should know that could affect their suitability to work with children, young people, persons with a mental and/or physical disability or other vulnerable adults.

15.4 In line with best practice, the SAWF recommends that the minimum standards for the vetting of applicants for roles in the sport in order to prevent unsuitable individuals from working with children, young people, persons with a mental and/or physical disability and other vulnerable adults are renewed every two years.

15.5 All service providers for the SAWF, its affiliated organisations and clubs who provide a service for longer than a one-off event or service will be required to complete the SAWF vetting procedures.

15.6 All service providers contracted for maintenance work should preferably

conduct their work during hours where contact with children or vulnerable adults is limited.

- 15.7 All service providers contracted for work where they will be in contact with children or vulnerable adults will be required to sign an affidavit stating they do not appear on the Sexual Offences Register or Part B of the Child Protection Register and that they will abide by the SAWF Code of Conduct and Safeguarding Policy.

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### ***PART 3 - SAFE SPORT FOR ALL***

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The following policies and procedures are aimed at creating a safe environment for participants in the sport of wrestling to take part in the sport free from harassment and abuse.

## **16 DUTY OF CARE**

- 16.1 All clubs and associations providing wrestling activity have a responsibility for the safety and welfare of all athletes, coaches, volunteers, officials, visitors and others.
- 16.2 This responsibility applies to all SAWF affiliated associations and clubs, regardless of their size or structure. There is a legal responsibility to ensure that participants are protected from harm whilst taking part in wrestling activities. This is our 'duty of care' and is of paramount importance when dealing with children or adults with a mental disability.
- 16.3 In order to fulfil their 'duty of care' the SAWF, affiliated associations and clubs must:
- 16.3.1 Take steps to keep participants safe from harassment or abuse and ensure the welfare of all participants;
  - 16.3.2 Ensure that venues, apparatus and equipment for wrestling activity are safe;
  - 16.3.3 Ensure the development of wrestling is pursued through appropriate

physical and psychological preparation and progressive skill development;

16.3.4 Put in place suitable first aid support and emergency procedures;

16.3.5 Exercise reasonable care at all times.

16.4 SAWF, its affiliated associations and clubs must ensure that safeguarding policies and procedures are in place and implemented as part of their duty of care. All SAWF affiliated associations and clubs must abide by the SAWF Safeguarding Policies & Procedures and clubs are required to submit a copy of their Safeguarding Policy to the SAWF as part of the annual registration process.

16.5 When working with children and vulnerable adults, a person who carries out a supervisory role takes on certain responsibilities while the child or vulnerable adults are in their care. This may include:

16.5.1 Holding a responsibility for the wellbeing of athletes during training;

16.5.2 Being responsible for the safe dispersal of children or vulnerable adults after training;

16.5.3 Providing first aid;

16.5.4 Providing/consenting to emergency medical treatment;

16.5.5 Undertaking a supervisory role or being a chaperone;

16.5.6 Acting as a team manager.

## **17 SAFEGUARDING OFFICERS**

17.1 Although everyone in wrestling has a duty of care to safeguard participants, an important strategy in safeguarding in sport is the designation of an individual who is responsible for safeguarding and promoting the welfare of participants in the sport. The SAWF, its association and affiliated clubs as well as any event sanctioned by the SAWF or its association and affiliated clubs are required to appoint a competent person as their Safeguarding Officer.

17.2 The SAWF will appoint a competent person(s) as safeguarding officer(s) at a

national level.

- 17.3 Each of the SAWF's affiliated associations will appoint a competent person(s) as safeguarding officer(s) at an association level.
- 17.4 All SAWF affiliated clubs must appoint a competent person(s) as their safeguarding officer.
- 17.5 All events registered through the SAWF must appoint a competent person(s) as the safeguarding officer(s) for the event.
- 17.6 Safeguarding Officers are responsible for:
  - 17.6.1 Responding to harassment, abuse and poor practice concerns;
  - 17.6.2 Providing support and advice on the implementation of procedures that safeguard and promote the welfare of participants.
- 17.7 In order to avoid any potential conflicts of interest in respect of a club safeguarding officer, the role must not be taken on by a key member of the club coaching team or member of his/her immediate family, however an individual who has a more limited involvement in coaching can take on the role in the event that there is no other acceptable alternative.
- 17.8 In order to avoid any potential conflicts of interest with regard to an event safeguarding officer, the role must not be taken on by a key member of the event organising team or member of his/her immediate family.
- 17.9 All Safeguarding Officers are required to undergo training on safeguarding participants prior to their appointment and to attend annual updates.

## **18 GUIDANCE FOR COACHES**

- 18.1 Good practice
  - 18.1.1 coaches should always maintain high standards of practice as athletes look to them for guidance and hold them as role models.
  - 18.1.2 coaches have a duty of care for the athletes they are coaching, and should always follow good practice guidance to ensure that the athletes they coach are safeguarded and the coaches are protecting

themselves from any allegations.

18.2 Good practice includes:

- 18.2.1 Endorsing wrestling as a fun and enjoyable sport and promoting fair play;
- 18.2.2 Treating all athletes with respect and dignity and giving similar attention and time to all athletes regardless of their background or level of ability;
- 18.2.3 Keeping coaching qualifications up to date and operating within the level of their coaching qualification;
- 18.2.4 Acting as a role model for athletes, this includes not smoking or drinking around the athletes and being mindful of your behaviour at club training sessions, events or social gatherings;
- 18.2.5 Not condoning rule violations or the use of prohibited substances;
- 18.2.6 Ensuring that training sessions are appropriate for the age and stage of development, both physical and emotional, and experience of the athletes they are coaching;
- 18.2.7 Ensuring training and competition schedules are based on the needs and interests of the athletes, not those of parents, coaches, clubs, or association;
- 18.2.8 Ensuring that the athletes wellbeing is paramount and recognising that performance comes after this;
- 18.2.9 Enabling young people to assist in making decisions which relate to them;
- 18.2.10 Maintain a safe and appropriate relationship with athletes
  - 18.2.10.1 it is never appropriate to have an intimate relationship with a child or young person.
- 18.2.11 Not tolerating any form of bullying or aggression in the sport;
- 18.2.12 Providing feedback to athletes in a constructive and positive manner.

### 18.3 Poor practice

18.3.1 Coaches who demonstrate poor practice open themselves up to a greater risk of allegations being made against them.

18.3.2 The following are some examples of poor practice that should be avoided by coaches and other staff and volunteers:

18.3.2.1 Never be alone with a child or vulnerable adult including:

18.3.2.1.1 Taking them to and from training or an event;

18.3.2.1.2 Taking them to your home or in your car, where you will be alone with them or sharing a room with them.

18.3.2.2 Never allow any form of inappropriate behaviour or language.

18.3.2.3 Never be involved in, or allow, behaviour which causes athletes emotional distress.

18.3.2.4 Never spend excessive amounts of time alone with one child or vulnerable adult away from the others.

18.3.2.5 Never engage in rough, physical or sexually provocative games.

18.3.2.6 Never share a room with a child or a vulnerable adult.

18.3.2.6.1 Adults should never share a room with children, young or vulnerable adults. It is unacceptable that a number of children and adults share a common sleeping area.

18.3.2.7 Never allow or engage in any form of inappropriate touching.

18.3.2.8 Never make sexually suggestive comments to any athletes (child or adult).

18.3.2.9 Never reduce an athlete (child or adult) to tears as a form

of control.

18.3.2.10 Never allow allegations made by a child or adult to go unchallenged, unrecorded or not acted upon.

18.3.2.11 Never do things of a personal nature for children or vulnerable adults that they can do for themselves.

18.3.2.12 Never invite or allow children or vulnerable adults to stay with you at your home.

18.3.2.13 If cases arise where situations are unavoidable, they should only occur with the full knowledge and consent of the person in charge, and in the case of a child with parental consent.

18.3.2.14 If any of the following incidents should occur, you should report them immediately to the club or SAWF safeguarding officer(s), or another colleague, make a written note of the event and inform parents of the incident:

18.3.2.14.1 If you accidentally hurt an athlete.

18.3.2.14.2 If a child or vulnerable adult seems distressed in any manner, whilst in your care.

18.3.2.14.3 If a child or vulnerable adult appears to be sexually aroused by your actions.

18.3.2.14.4 If a child or vulnerable adult misunderstands or misinterprets something you have done.

#### 18.4 Spotting and manual support

18.4.1 Supporting and shaping an athlete is an essential part of coaching wrestling in that it helps the athlete to understand movement patterns and complex skills, but also reduces the risk of injury due to errors in performance. Detailed guidance on appropriate supporting techniques should be provided by the SAWF coaches council during

their training sessions.

- 18.5 The key points on safe spotting and manual support are:
- 18.5.1 The coach must only engage with manual and physical support with explicit consent from the athlete. i.e. ask first “Can I help you with....?”
  - 18.5.2 The coach must ensure that support is only used when necessary and “over-handling” is avoided;
  - 18.5.3 Physical contact should not be invasive of sensitive areas of the body, i.e. genital areas, buttocks or breasts.
- 18.6 Infrequent non-intentional physical contact can arise out of error on the part of the athlete or coach. Such situations should not be ignored and need to be acknowledged through an apology to the athlete and reported to the Club Safeguarding Officer or head coach and parents. A written report should be made of any significant incident, which is to be reported to SAWF.
- 18.7 It is also good practice to explain and provide some written guidance to new members and parents that some physical contact will be required but that only appropriate, non-invasive techniques should be used. If a athlete or parent has any concerns, they should be raised with the Club Safeguarding Officer.
- 18.8 Relationships with athletes and position of trust
- 18.8.1 Coaches must ensure that their relationship with any athlete under 18 years of age is professional and appropriate. It must be recognised that the relationship between coaches and athletes is important for developing athletes’ potential and self-esteem, and also in establishing trusting relationships with a responsible adult, which has been identified multiple times as being critical in children divulging disclosures.
  - 18.8.2 Coaches can easily influence the athletes in their care and the resulting power of a professional relationship cannot be over stated. It is the responsibility of the coach to ensure that they do not abuse

their position of trust.

18.8.3 Sexual relationships with children under 16 years of age are illegal and as such will lead to disciplinary action as well as being referred to the SAPS/Social Services for investigation.

18.8.4 A sexual relationship between a person with authority over a young person and a child aged 16 or 17 years is not considered appropriate by the SAWF. While it may not constitute a criminal offence, coaches and others in positions of authority and trust in relation to wrestling aged 16 and 17 years must not engage in sexual relationships with them while that unequal power relationship exists.

## **19 MANAGING COMMUNICATION**

19.1 All associations should have a communication policy that covers the use of communication devices and the manner in which coaches, staff, volunteers can communicate with children and vulnerable adults.

19.2 The following key points should be included:

19.2.1 Adult members should not communicate with athletes under the age of 18 years by text message, social media, internet chat rooms/networking sites or e-mail.

19.2.2 All communication by the above methods should be through the parent(s).

19.2.3 Subject to parental consent, coaches can communicate with young people over the age of sixteen years either by group e-mails/texts or by copying correspondence to either the Club Safeguarding Officer, as well as the parent(s).

19.2.4 Coaches should limit communications to training related issues.

19.2.5 In the event of an athlete showing a coach a text message, image or email that is considered to be inappropriate for a child to have, the coach must inform the Club Safeguarding Officer.

19.3 As technology has developed, the internet and its range of services can

increasingly be accessed through various devices including cell phones, computers and game consoles. Although the internet has many positive uses, it provides a platform for the distribution of images of child abuse. In addition, networking sites and chat-rooms have increasingly been used by people for the purpose of 'grooming' children and young people for abuse, and by children as a means of bullying.

## **20 COMMUNICATING WITH CHILDREN AND VULNERABLE ADULTS**

20.1 It is important that club/association officers communicate appropriately with children and vulnerable adults in the club/association, be that in person, by phone, in writing, text, online, or any other form of communication.

## **21 MOBILE PHONE AND ONLINE GUIDANCE**

21.1 The development and use of cell phones have grown exponentially and communicating by text, email and instant messaging has become the norm. The intention of this guidance is to provide club officers and those in positions of trust with a better understanding of best practice in this area.

21.2 Coaches and club/association officers should only hold the contact details for children and persons with a mental disability, if they have written permission from parents/carers.

21.3 Communication to children and persons with a mental disability should always be copied into a parent/carer, and should be relevant to the athletes' participation in wrestling.

21.4 Instead of holding the contact details for children and persons with a mental disability, coaches and club officers could hold the contact details of the parents/carers of children or persons with a mental disability and ask them to pass on any relevant information to the athlete.

21.5 In certain situations, it may be necessary for the coach or a club official to have a child or persons with a mental disability contact number, for example if away on a training camp. In these situations, the parent/carer of the children or persons with a mental disability concerned should be advised in what type of

situations the details will be used and they would need to provide permission for this. Immediately following these circumstances, the contact details should be deleted.

21.6 Additional guidance for coaches includes:

21.6.1 If using the camera function, the coach should have the permission of the young person's parents/carers and should follow the guidelines for photography and videography.

21.6.2 If the coach enters the changing facilities for any reason the camera function of their phone should not be used under any circumstances.

21.6.3 Photographs of young people under 18 years of age should only be published if the permission of their parents/carers has been given.

21.6.4 If a photo is published, the young person's details such as their full name, location of the photograph or any details that would enable them to be found should not be included.

21.6.5 If you are shown a message or image that is considered inappropriate for a young person to have, you should inform the Club Safeguarding Officer as soon as possible.

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***Part 4 - Recognising and Responding to Harassment, Abuse  
and Poor Practice.***

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The following policies and procedures are aimed at guiding participants in the sport of wrestling as to how to recognise and respond to harassment, abuse and poor practice.

## **22 INTRODUCTION**

- 22.1 All persons who take part in wrestling should be able to recognise the signs and indicators of harassment and abuse and know how to respond to these signs. It is not the responsibility of individuals within wrestling to determine if harassment or abuse has, or is, occurring but they should report any concerns/incidents to a safeguarding officer. It is not an individual's responsibility to approach the person they are worried about.
- 22.2 The SAWF will appoint a National Safeguarding Officer (s) who will lead on all safeguarding matters nationally and will be available to advise and support Safeguarding Officers appointed at provincial and club levels as well as for events.
- 22.3 Club Safeguarding Officers need to be appropriately trained and have an understanding of the different forms of harassment and abuse and their definitions. They act as a first point of contact for any person in wrestling at a club level who has a concern about the welfare and protection of a child, person with a mental and/or physical disability, young adult or other vulnerable adult. They will assist the Club in developing and promoting a safe and friendly environment and are responsible for disseminating safeguarding information to their clubs as needed.

## **23 HARASSMENT, ABUSE & POOR PRACTICE**

### Harassment

- 23.1 Harassment is defined by the unwanted nature of the action, which could include attention or the provision of items. It is for any given individual to

determine what they consider to be acceptable and what they regard as offensive. In some situations, harassment can be considered to be a criminal offence and can lead to a restraining order or prosecution.

23.2 The Protection from Harassment Act 2010, defines harassment as directly or indirectly engaging in conduct that the respondent knows or ought to know (a) causes harm or inspires the reasonable belief that harm may be caused to the complainant or a related person by unreasonably (i) following, watching, pursuing or accosting of the complainant or a related person, or loitering outside of or near the building or place where the complainant or a related person resides, works, carries on business, studies or happens to be; (ii) engaging in verbal, electronic or any other communication aimed at the complainant or a related person, by any means, whether or not conversation ensues; or (iii) sending, delivering or causing the delivery of letters, telegrams, packages, facsimiles, electronic mail or other objects to the complainant or a related person or leaving them where they will be found by, given to, or brought to the attention of, the complainant or a related person; or (b) amounts to sexual harassment of the complainant or a related person.

23.3 Sexual harassment means any unwanted and unwelcome conduct of a sexual nature, whether verbal, non-verbal or physical. Sexual harassment can take the form of sexual abuse.

23.4 Harassment can take a variety of forms with the most common being:

23.4.1 Suggestive sexual comments;

23.4.2 Racist insults/jokes;

23.4.3 Verbal abuse;

23.4.4 Unwelcome attention.

#### Abuse

23.5 There are 4 categories of abuse: physical, psychological, sexual and neglect.

23.6 Physical abuse means any deliberate and unwelcome act – such as for example punching, beating, kicking, biting and burning – that causes physical trauma or injury. Such acts can also consist of forced or inappropriate physical

activity (e.g., age-, or physique- inappropriate training loads; when injured or in pain), forced alcohol consumption, or forced doping practices.

- 23.7 Psychological abuse means any unwelcome act including confinement, isolation, verbal assault, humiliation, intimidation, infantilizing, or any other treatment which may diminish the sense of identity, dignity, and self-worth.
- 23.8 Sexual abuse means any conduct of a sexual nature, whether non-contact, contact or penetrative, where consent is coerced/manipulated or is not or cannot be given.
- 23.9 Neglect means the failure of a coach or another person with a duty of care towards the athlete to provide a minimum level of care to the athlete, which is causing harm, allowing harm to be caused, or creating an imminent danger of harm.
- 23.10 Different forms of abuse may constitute criminal activity in South Africa as defined in the Criminal Procedure Act 51 of 1977 as amended; the Children's Act 38 OF 2005 as amended and the Criminal Law (Sexual Offences and Related Matters) Amendment Act 32 of 2007 as amended; and the Prevention and Combating of Trafficking in Persons Act 7 of 2013.
- 23.11 Harassment and abuse can be based on any grounds including race, religion, colour, creed, ethnic origin, physical attributes, gender, sexual orientation, age disability, socio-economic status and athletic ability. It can include a one-off incident or a series of incidents. It may be in person or online. Harassment may be deliberate, unsolicited and coercive.

#### Poor practice

- 23.12 Poor practice is behaviour of an individual in a position of responsibility which falls below the organisation's required standard (typically as described in the Code of Conduct). Poor practice may not be immediately dangerous or intentionally harmful to a child or adult, but it may set a poor example.

#### Effects of harassment, abuse and poor practice

- 23.13 The impact of harassment on a child or adult can be profound and can result in the child or adult feeling unhappy, demoralised or undervalued. Harassment

is often an ongoing form of abuse which causes extreme distress by the repeated action, usually verbally.

23.14 Abuse, whether short-term or prolonged, can be extremely damaging to the child and may affect their relationships and trust in others both currently and in the future. In extreme cases children who have been abused have developed drug and alcohol dependencies, illegal tendencies and in some cases have gone on to abuse children themselves.

23.15 Poor practice is potentially damaging to the individual, the organisation and to children or adults who experience it. For example, coaching with alcohol on the breath, smoking, swearing in front of athletes, or not paying due care and attention to participants all constitute poor practice.

23.16 Poor practice can sometimes lead to, or create an environment conducive to harassment or abuse. It may also lead to suspicions about the individual's motivation, even where no harm is intended. For example, if a coach is giving one child too much attention, regularly transports children in their car, or encourages physical contact with children without obvious justification.

#### Specific forms of abuse

#### 23.17 Bullying

23.17.1 Bullying can be defined as repeated and deliberate actions or hurtful behaviour that is repeated over a period of time. The damage caused by bullying can frequently be underestimated and cause considerable distress to young people and could result in their health and development being affected.

23.17.2 Bullying can be:

23.17.2.1 Physical: including pushing, kicking, hitting, pinching, and other forms of violence or threats.

23.17.2.2 Verbal: name calling, sarcasm, spreading rumours, persistent teasing

23.17.2.3 Emotional: Excluding, tormenting, ridiculing, humiliating

23.17.2.4 Racial: racial taunts, graffiti, gestures

23.17.2.5 Sexual: unwanted physical contact, homophobic taunts,  
abusive comments

### Grooming

23.18 Grooming refers to an individual working to create an emotional connection with a child to gain their trust with the distinct purpose of sexual abuse or exploitation.

23.19 Grooming can be undertaken by both males and females and can occur both online and in the real world. It can be undertaken by an individual the child or young person knows or by a stranger.

23.20 Many children and young people will not understand that they have been groomed and that it constitutes abuse. Abusers may invest a lot of time and effort into gaining a child's, and possibly the rest of their families trust by:

23.20.1 Offering advice and understanding

23.20.2 Buying gifts, such as equipment

23.20.3 Giving the child attention

23.20.4 Using their professional position or reputation

23.20.5 Taking them on trips, outings or holidays

23.21 Once they have established trust, groomers will exploit the relationship by isolating the child from friends or family and making the child feel dependent on them. They will use any means of power or control to make a child believe they have no choice but to do what they want. Abusers may introduce 'secrets' as a way to control or frighten the child. Sometimes they will blackmail the child, or make them feel ashamed or guilty, to stop them telling anyone about the abuse.

### Trafficking

23.22 The Prevention and Combatting the Trafficking in Persons Act 2013 states that "any person who delivers, recruits, transports, transfers, harbours, sells, exchanges, leases or receives another person within or across the borders of

the Republic, by means of (a) a threat of harm; (b) the threat or use of force or other forms of coercion; (c) the abuse of vulnerability; (d) fraud; (e) deception; (f) abduction; (g) kidnapping; (h) the abuse of power; (i) the direct or indirect giving or receiving of payments or benefits to obtain the consent of a person having control or authority over another person; or (j) the direct or indirect giving or receiving of payments, compensation, rewards, benefits or any other advantage, aimed at either the person or an immediate family member of that person or any other person in close relationship to that person, for the purpose of any form or manner of exploitation, is guilty of the offence of trafficking in persons.

## **24 REPORTING CONCERNS**

24.1 Concerns may fall into two categories:

24.1.1 Where harm is happening in the context of wrestling;

24.1.2 Where harm is happening towards someone connected with the wrestling but is occurring at home or in a context outside of the sport.

24.2 Concerns could be with regard to a:

24.2.1 Current Situation;

24.2.2 Past (Historical) Situation.

24.3 Concerns might be about:

24.3.1 Maltreatment (Harassment or Sexual, Physical, Emotional Abuse or Neglect);

24.3.2 Poor Practice;

24.3.3 Perceived Failure of an Organisation to Safeguard.

24.4 Anyone can report an incident of harassment or abuse. Mechanisms for receiving the information are as follows:

24.4.1 In writing using the SAWF template form;

24.4.2 By phone or email to a National, Association, Club or Event Safeguarding Officer(s);

- 24.4.3 In person to a National, Association, Club or Event Safeguarding Officer(s);
- 24.5 Due to the need for confidentiality and to expedite safeguarding complaints in order to protect children and adults from harassment, abuse or poor practice, the SAWF normal communication lines from Club to Association to the SAWF are set aside. A SAWF Club, Association or Event Safeguarding Officer should report safeguarding concerns directly to the SAWF National Safeguarding Officer (s). This ensures that only those people that need to know to help protect a participant from harassment, abuse or poor practice are informed of the concern and that the concern can be dealt with expeditiously.
- 24.6 In situations where the child or adult is considered to be in immediate danger it will be necessary to notify the SAPS or social services.
- 24.7 In situations where there is no immediate danger your duty of care is to refer the concerns to the most appropriate person or organisation to take action.
- 24.8 Reports of concern should be recorded using the SAWF Safeguarding Report Form.
- 24.9 The SAWF Club, Association or Event Safeguarding Officer will take responsibility for referring the complaint to:
  - 24.9.1 Local SAPS where a crime is suspected of having taken place;
  - 24.9.2 Local social services where a child or adult is suspected of being at risk and requiring support and protection;
  - 24.9.3 The National SAWF Safeguarding Officer(s).
- 24.10 Any complaints pursuant to this policy received by SAWF will be referred to the SAWF National Safeguarding Officer(s) who is the first point of contact for complaints and concerns under this procedure.
- 24.11 The SAWF National Safeguarding Officer(s) will make an initial assessment of the Complaint to determine the nature of the concern and whether the matter relates to a Participant under SAWF jurisdiction.
- 24.12 If the complaint is believed to be a criminal offence, the SAWF Safeguarding

Officer(s) will refer the matter to the Police and other relevant authorities and/or regulatory bodies without delay.

- 24.13 In most cases, the SAWF will delay internal investigations until the outcome of a criminal proceedings is known. Once a matter has been referred back from the police, the objective will be to conclude any investigations in a timely manner. It should however be noted that this does not prevent the SAWF from taking disciplinary action (including suspension) until such the outcome of a criminal proceeding is known.
- 24.14 The SAWF National Safeguarding Officer will take responsibility for referring the complaint to:
- 24.14.1 SAPS where a crime is suspected of having taken place;
  - 24.14.2 Social services where a child or adult is suspected of being at risk and requiring support and protection;
  - 24.14.3 The SAWF Executive for further disciplinary action where unacceptable behaviour or poor practice is suspected of taking place in the context of a wrestling activity.
- 24.15 Where an investigation is being conducted by SAPS or social services, the SAWF will only take action in consultation with the statutory authorities. The SAWF has the right to suspend a person against whom allegations have been made pending the outcome of an investigation by the SAPS or social services or any resulting criminal proceedings.
- 24.16 The SAWF may impose interim protective measures, including the suspension of the participant where one or more of the following circumstances applies:
- 24.16.1 The participant is believed to present a significant risk to other participants;
  - 24.16.2 The reputation of the sport is at risk; and/or
  - 24.16.3 The participants ongoing presence may hinder investigations.
- 24.17 If the complaint is not considered to be a matter for the police, the SAWF National Safeguarding Officer(s) should:

- 24.17.1 Refer the complaint to another organisation if appropriate;
- 24.17.2 Refer the matter to the SAWF Executive for further investigation and action where needed;
- 24.18 Where an internal investigation is required, the SAWF Executive shall instruct an independent investigator to carry out the investigation in accordance with these procedures and to an appropriate timeline agreed by the SAWF Executive.
- 24.19 Where relevant, the investigator may request information from the police and any other relevant organizations.
- 24.20 The investigator may require written or oral representations from relevant parties, taking special care if interviewing vulnerable witnesses.
- 24.21 The investigator shall prepare a report and include all relevant evidence for consideration by the SAWF Executive who may determine that:
  - 24.21.1 The matter is referred to an Independent Disciplinary Panel for consideration;
  - 24.21.2 Further investigations are instigated;
  - 24.21.3 A risk assessment is completed;
  - 24.21.4 Instructions, advice or guidance is provided to the relevant parties; and/or
  - 24.21.5 No further action is taken.
- 24.22 In a case of unacceptable behaviour or poor practice, where the SAWF Executive having considered the report of the investigating officer(s) deem there is a case to answer, the SAWF Executive will implement the disciplinary process. This process consists of a disciplinary hearing and an appeals process. Disciplinary and appeals hearings shall be heard by an independent panel appointed by the SAWF Executive or other appropriate body.
- 24.23 The SAWF Safeguarding Officer(s) will assess whether any of the affected parties require support and arrange for support to be provided where deemed appropriate.

## Confidentiality

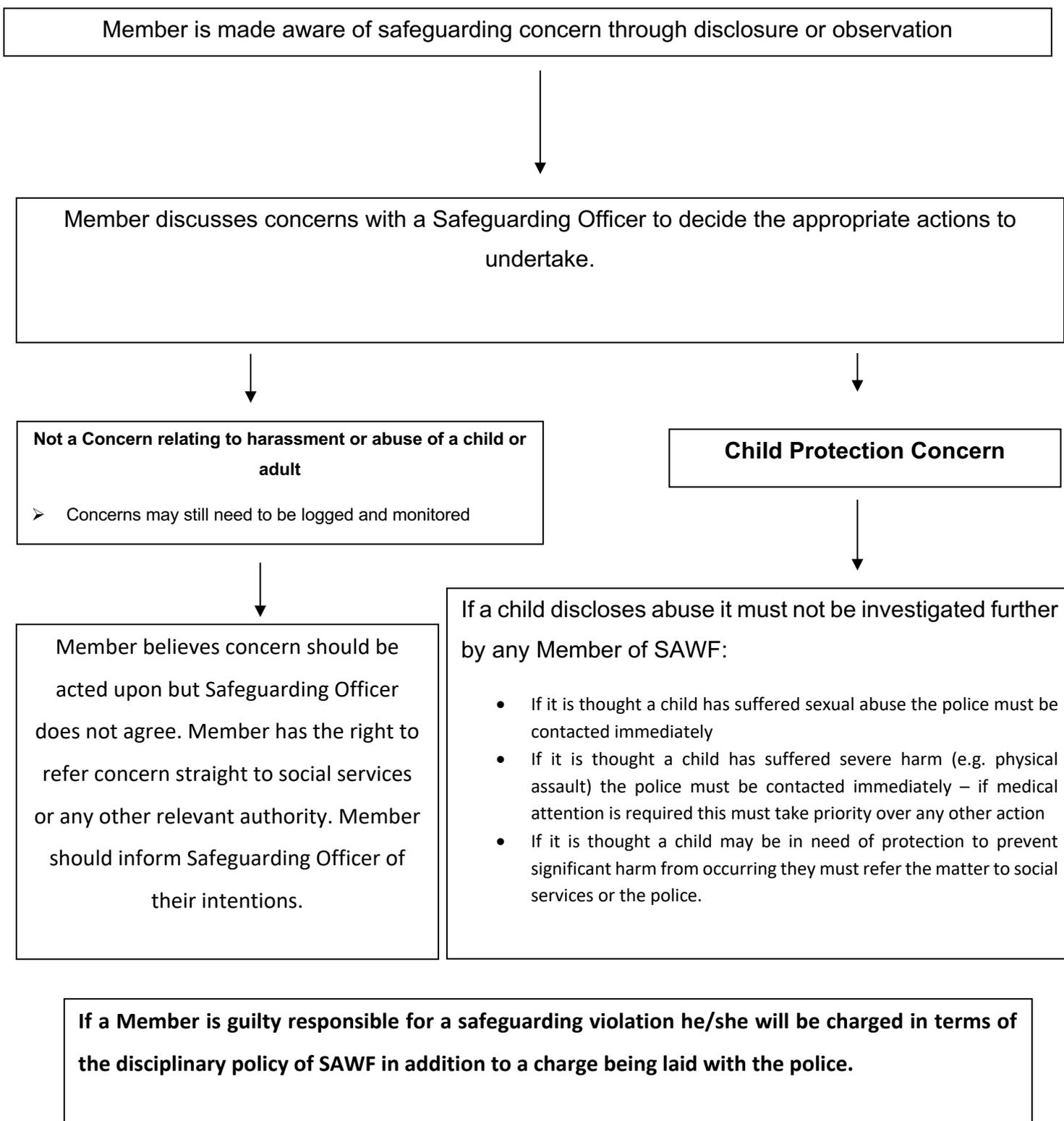
- 24.24 Confidentiality is important factor in the reporting, recording and processing of safeguarding concerns. The safeguarding concern should only be disclosed or discussed with those people within SAWF, associations and affiliated clubs that need to know in order to manage the case and to safeguard the individual(s) from maltreatment.
- 24.25 The only information regarding a safeguarding concern that will be discussed with the SAWF Executive will be:
- 24.25.1 Gender of the complainant
  - 24.25.2 Age of the complainant
  - 24.25.3 Nature of the abuse
- 24.26 No other details may be disclosed
- 24.27 Individuals receiving or having safeguarding concerns should avoid attempting to conduct enquiries into the concern. Our duty of care is to report the concerns to the appropriate person and/or organisation. This may be the SAPS, social services, or an appropriate Safeguarding Officer(s).

## Whistleblowing

- 24.28 Although incidents can be reported directly by the affected individual, the term “whistle blowing” is used to describe a complaint relating to the conduct of an individual made by someone other than the affected person.
- 24.29 SAWF recognises that some individuals may be fearful of the consequences of making a complaint under these procedures, particularly where the perpetrator is in a position of authority. In these circumstances, where possible, the identity of the whistle blower will remain confidential.
- 24.30 Any person who makes a complaint in good faith must not be subject to reprisal or other adverse consequences because of submitting a report. These protections shall not apply to a person who intentionally makes a complaint that is false, vexatious, retaliatory or frivolous.

**ANNEXURE A**

**GUIDE TO PROCEDURES IF HARASSMENT, ABUSE OR POOR PRACTICE IS SUSPECTED**



## **SAFEGUARDING CODE OF CONDUCT**

### **1 INTRODUCTION**

A child is defined as a person under the age of 18 (U.N. Convention on the Rights of the Child, 1989). Every SAWF Member has a duty to safeguard all children from harm whether they are athletes or not.

Any suspicion that a child has been abused should be reported to the Designated Person or Deputy, who will take actions as considered necessary to ensure the safety of the child in question and any other child at risk. In cases of suspected sexual abuse the Designated Person or Deputy **must** by law report the incident to a Social Worker from a Child protection organization such as a Child Welfare Society or the Department of Social Development, or the Child Protection Officer of the South African Police Services. For more information regarding reporting sexual abuse please visit [www.childlinesa.org.za](http://www.childlinesa.org.za)

### **2 PROMOTE GOOD PRACTICES**

All members of the SAWF are expected to demonstrate exemplary behaviour when working with children to safeguard the child, themselves, and the SAWF. This includes the following guidelines at all time:

- 2.1 Always work in an open environment and avoid private or unobserved situations with Children and Vulnerable Adults.
- 2.2 Treat all Children and Vulnerable Adults with respect and dignity.
- 2.3 Always put the welfare of each Children and Vulnerable Adult first.
- 2.4 Maintain a safe and appropriate distance with Children and Vulnerable Adults (e.g., it is not appropriate for any Member to have an intimate relationship with a Child or Vulnerable Adult or to share a room with them).
- 2.5 Ensure that if any form of manual or physical support is required, it should be provided openly and according to UWW and SAWF rules and guidelines.
- 2.6 Ensure that if Children and Vulnerable Adults are taken away for the day or

night, they always are accompanied by a male and female Member.

- 2.7 Be an excellent role model; this includes not smoking or drinking alcohol in the company of Children and Vulnerable Adults.
- 2.8 Requesting written parental or official consent if Members are required to transport Children and Vulnerable Adults.
- 2.9 Ensure appropriate company with Children and Vulnerable Adults while in a car or other vehicle.
- 2.10 Follow proper national and international protocols when taking pictures of children.

### **3 PROHIBITED PRACTICES**

The following practices are prohibited at all times:

- 3.1 Spending time alone with a Child or Vulnerable Adult (one on one) or with a Child or Vulnerable Adult away from others.
- 3.2 Taking a Child or Vulnerable Adult from an event without the necessary consent of their parent or guardian.
- 3.3 Engaging in rough physical or sexually provocative games with Children and Vulnerable Adults, including horseplay.
- 3.4 Sharing a room with Children and Vulnerable Adults.
- 3.5 Allowing or engaging in any form of inappropriate touching of Children and Vulnerable Adults.
- 3.6 Making sexually suggestive comments to Children and Vulnerable Adults, even in fun.
- 3.7 Reducing Children and Vulnerable Adults to tears as a form of control.
- 3.8 Allowing allegations made by a Child or Vulnerable Adults to go ignored or to be kept secret.
- 3.9 Using sporting or extracurricular events as an opportunity to take inappropriate photographs or film footage of Children and Vulnerable Adults in vulnerable positions.

If a situation arises where a one-on-one is unavoidable (e.g., the child sustains an injury and needs to go to the hospital, or a parent fails to arrive to pick a child up at the end of a tournament or training session), it should be with the full knowledge/consent of the child's parents, as soon as possible, given the emergency situation.

#### **4 IMAGES OF CHILDREN**

SAWF reporting and external communication activities often include photographs of children. Such photographs are often included in widely circulated reports, web-based stories and other documents.

The following guidelines are intended for SAWF Members who take photographs/videos of athletes or vendors hired to take photographs/video for program activities.

- 4.1 Comply with national legislation for reproducing personal images or images of Children.
- 4.2 Obtain informed consent from the Child's parent or legal guardian before photographing or filming a Child. Members or the photographer/videographer must explain how the photograph or film will be used.
- 4.3 Ensure Children photographed or filmed are adequately clothed and in poses that will not be viewed as sexually suggestive.
- 4.4 Ensure images are an honest representation of the context and facts.
- 4.5 Present children in a dignified manner and not as being vulnerable and submissive.
- 4.6 Review all photographs and footage prior to disseminating images to ensure that guidelines have been followed.

Remember to always consult with the Media and Marketing Manager and Designated Person/Deputy with any questions or support needed when persons under 18 will be interviewed or participate in official activities.

#### **5 PARTICIPATION AND CONTACT WITH CHILDREN**

If a Child is to participate in any wrestling activity (be it training or competition of any form) they may only do so once registered with the SAWF.

Children must never be left alone with a Member. SAWF Members must adhere to the two-adult rule: Two or more adults are required to supervise all activities where Children are involved and present.

All SAWF clubs **must** ensure that the SAWF coach verification process is on display at all training activities and tournaments at the club. Clubs **must** indicate and explain the process to any new parents at the club.

Tournament programs must include the necessary reporting process and contact information for the Designated Person/Deputy as well as the SAWF coach verification process.

## SAWF Safeguarding Incident Recording Form

*If an incident or concern is immediate and there is a risk of significant harm to a child or an adult that they are in need of protection, then call your local SAPS and/or Social Services.*

Once the matter has been referred, then complete this form and submit to the SAWF.

This form should be used by club or event officials to record the details of any concerns raised. A copy should be sent to [●]. All efforts must be made to keep the information confidential. The information should only be shared with those that need to know if it is in the best interest of the child or vulnerable adult. The form should be completed for all levels of concern, even where no immediate action may be necessary.

### DETAILS OF PERSON COMPLETING THE FORM

Name:

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Club Name:

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Position Held: (Safeguarding Officer/Coach, etc.)

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Address:

---

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Postcode: \_\_\_\_\_

Contact Numbers: \_\_\_\_\_

Name/details of person who raised concern (if different from above):

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**DETAILS OF PERSON CONCERN IS ATTRIBUTED TO**

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Club Name: \_\_\_\_\_

Relationship to alleged victim: \_\_\_\_\_

**DETAILS OF ALLEGED VICTIM (if more than one, continue on a separate sheet)**

Name: \_\_\_\_\_

Club Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Age at time of incident (s) \_\_\_\_\_

Parent/Carer details: (incl. name and address)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Postcode \_\_\_\_\_

Email/Contact Number \_\_\_\_\_

Any identified special needs or disability?

\_\_\_\_\_

**DETAILS OF INCIDENT**

Date(s) of incident(s):

\_\_\_\_\_



Contact Number/s:

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Email:

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Action they are taking/details of advice:

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**South African Police Service (SAPS)**

Name of contact:

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Contact Number/s:

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Email:

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Action they are taking/details of advice:

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**Any relevant additional information**

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Signed \_\_\_\_\_

Date \_\_\_\_\_

**ANNEXURE B**

**STATEMENT IN TERMS OF THE CRIMINAL LAW AMENDMENT ACT 32 OF 2007  
AND THE CHILDREN'S ACT 38 OF 2005**

I the undersigned,

\_\_\_\_\_ bearing identity number \_\_\_\_\_ and residing at \_\_\_\_\_

\_\_\_\_\_ do hereby confirm as follows:

1. I confirm that I am not a person as referred to in Section 46 of the Criminal Law (Sexual Offences and Related Matters) Amendment Act 32 of 2007.
2. I confirm that I am not a person as referred to in section 118 of the Children's Act 39 of 2005.
3. I further confirm that I have never been involved, charged or implicated in any manner of whatsoever nature involving inappropriate behaviour in regard to any minor or adult
4. In the event of my situation changing in any manner whatsoever in respect of the above I confirm and undertake that I will immediately advise \_\_\_\_\_  
\_\_\_\_\_ (*name of institution*) of same.

Dated at \_\_\_\_\_ on this the \_\_\_\_ day of \_\_\_\_\_ 20

\_\_\_\_\_  
Signature

*This form should be returned to the institution together with the names of two referees who are not family members and with a police clearance certificate. Members who have worked outside of South Africa should produce international police clearance certificates in addition to a SAPS police clearance certificate.*

**ANNEXURE C**

Referee form for position(s) in wrestling that involve regular contact with children, young people and/or vulnerable adults.

Name of candidate:	Position applied for:	Name of organisation:

**The above-named person has expressed an interest in working with our organisation and has given your name as a referee. The post involves substantial access to and responsibility for children, young people and/or vulnerable adults.**

**As an organisation committed to the welfare and protection of all participants in the sport but especially children, young people and vulnerable adults, we wish to know if there is any reason at all to be concerned about this applicant's suitability for this type of role.**

**If you are happy to complete this reference, any information will be treated confidentially and in accordance with relevant legislation and guidance. Information will only be shared with the person conducting the assessment of the candidate's suitability for the post, if he/she is offered the position in question. We would appreciate you being open and honest in your evaluation of this person.**

How long have you known this person?

In what capacity?

Please comment on the above-named person's suitability to work with children, young people and or vulnerable adults?

Please rate this person on the following – *please tick one box for each statement*

	Poor	Average	Good	Very Good	Excellent
Responsibility					
Maturity					
Self-motivation					
Ability to motivate others					
Energy					
Trustworthiness					
Reliability					

Do you agree to this reference being shared with applicant?

- Yes
- No

This post involves substantial access to children, young people and/or vulnerable adults. As an organisation committed to the welfare and protection of all participants especially children, young people and vulnerable adults, we wish to know if you have any concerns about the applicants' suitability for this type of role.

- Yes
- No

If you have answered YES we will contact you in confidence.

<b>Signed:</b>		<b>Print name:</b>	
<b>Organisation:</b>		<b>Position:</b>	
<b>Date:</b>		<b>Contact tel:</b>	

**PLEASE RETURN TO:**

*Insert club/organisation details here*

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