



Plymouth Argyle Football Club Easy Read Safeguarding Policy

Written by: Designated Safeguarding Officer
Endorsed by: Senior Safeguarding Manager on behalf of PAFC Board of Directors.

Plymouth Argyle Football Club

Easy Read Safeguarding Policy

1. Introduction

- 1.1 Plymouth Argyle is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects all staff, volunteers, and visitors to share this commitment.
- 1.2 Plymouth Argyle Football Club put the wellbeing and safety of all children, young and vulnerable people at the centre of everything we do.
- 1.3 Our aim is to create an environment where children, young people and adults at risk feel listened to and able to reach your full potential.
- 1.4 Everyone is responsible for safeguarding children, young people and adults at risk at PAFC.

1.5 What is abuse?

- 1.6 Abuse is anything that another person does that causes harm to a child, young person or adult at risk.

1.7 PHYSICAL ABUSE

When someone is hurting you, things like – hitting, smacking, slapping, burning, spitting, throwing things, shaking, suffocating you.

1.8 SEXUAL ABUSE

This is when someone – touches you in intimate areas, makes you watch things or makes you take part in things.

1.9 NEGLECT

When you don't have things you really need to be well. Things like – food, clean clothes, medicine. It also includes things like protection from harm and dangerous people.

1.10 EMOTIONAL ABUSE

When a person intentionally makes you feel bad about yourself, ignores you or puts you down. Some examples are – putting you in a dangerous situation, calling you names, being aggressive and violent to others in your presence.

1.11 BULLYING

Means different things to different people. Generally, it is when you are made to feel bad or humiliated by name calling, pushing, or being threatened. This can happen online too.

1.12 RADICALISATION

This is where someone starts to believe or support extreme aspirations around terrorism, political, social or religious ideas.

ABUSE IS NEVER OKAY.
IT IS NOT YOUR FAULT AND YOU ARE NOT ALONE.
THERE ARE PEOPLE WHO CAN HELP.

2 Allegations against members of staff

2.1 This will include full-time, part-time, unpaid, contracted, voluntary.

2.2 If the report involves a member of staff and the club believes that the staff member has either behaved in a way that has harmed, or may have harmed a child, possibly committed a criminal offence against or related to the child, or behaved towards a child, or children, in a way that indicates being unsuitable to work with children, then the Designated Safeguarding Officer shall inform the Local Authority Designated Officer (LADO) so that they can contact the police and Children's Services as appropriate. Where the Designated Safeguarding Office may be unsure whether the criteria have been met, the advice of the LADO will be sought. The staff member in question will be asked to write a statement, as will any other persons deemed to have an involvement. The staff member will be asked to stay away from all activities involving the other party whilst the investigation is ongoing. Providing it does not contradict the advice of the LADO, an internal investigation will be carried out in line with HR policies and any grievance procedures.

3 Low Level Concerns

3.1 Concerns or allegations that do not meet the threshold for harm are referred to as 'low level concerns'; these are not small concerns you may have about a child, young person or adult at risk.

3.2 PAFC promote a culture where all concerns are reported promptly and dealt with sensitively and effectively. This enables a culture where concerning behaviours are dealt with early and thus minimises the risk of abuse. This will also ensure that all staff are clearly aware of the professional boundaries and support the values of PAFC.

3.3 The report of a low level concern, does not mean that it is insignificant. This means that it could be a doubt that a member of staff is not adhering to the code of conduct or values of PAFC, this include outside of work.

3.4 Low Level concerns can exist on a wide spectrum, this could be from thoughtlessness, behaviour that looks inappropriate, but might not be in certain circumstances, through to actions that could be intended for abuse.

3.5 All staff in regulated activity with children are subject to minimum annual training on low level concerns.

4 Reporting

4.1 The Designated Safeguarding Officer should be contacted as early as possible to negate any lost time for action to be taken. It is recognised that some situations may require an immediate response and so the reporting may be delayed.

4.2 The following guidance is in place to help support a person in reporting abuse or suspected abuse and poor practice:

DO:

- Always ensure the safety of the child or young person,
- Treat all allegations as serious,
- Give reassurance that the child is not to blame,
- Praise the child for doing the right thing in speaking to you,
- Be honest about who you will have to tell and why,
- The child should understand what you will do and when, a child centred approach will be at the centre of all concerns raised,
- Take action as soon as possible,
- Write everything down that has been said, sign and date also,
- Consider seeking medical advice if necessary

DO NOT:

- Promise anything, such as keeping secrets,
- Interrogate – this is for the Police and/or Children's Services,
- Change what they are saying to you,
- Make them feel like they are to blame,
- Inform any parents/carers – this is for the Designated Safeguarding Officer.

4.3 Doing nothing is NOT an option. Safeguarding is EVERYONES responsibility.

5 Useful contacts

NAME	EMAIL	PHONE
Rhiannon Foote - DSO	safeguarding@pafc.co.uk	07933 751103
Paul Berne - SSM	Paul.berne@pafc.co.uk	01752 562561
Mackenzie Brown - Academy Head of Player Care	Mackenzie.brown@pafc.co.uk	01752 562561
Zac Newton - HR	Zac.newton@pafc.co.uk	01752 562561
Emily Rowland - DLO	Emily.Rowland@pafc.co.uk	01752 562561
Michelle Ottley - ACT DSO	Michelle.ottley@pafc.co.uk	01752 562561
EFL	safeguarding@efl.com	

Document Details

Author	Rhiannon Foote	Owner	Rhiannon Foote
Document Title	Safeguarding Policy – Easy Read	Version Number	1.3
Approved by	Paul Berne	Approved Date	January 2026
Review frequency	Annually	Next Review due	August 2026
Circulation	All Staff	Sensitivity	

Version History

Version	Comments	By	Date
1	New format	Rhiannon Foote	31.08.23
1.1	Annual Review	Rhiannon Foote	12.08.24
1.2	Annual Review	Rhiannon Foote	12.08.25
1.3	Personnel Changes	Rhiannon Foote	01.01.26