

Singapore Rugby Union

Safeguarding Policy

November 2022

**Contents**

|  |  |  |
| --- | --- | --- |
| 1. | [Preamble](https://docs.google.com/document/d/1xmfde5XdKICnkXACxS2yGl2t5LwDHkd6yQzHGz1hMag/edit" \l "bookmark=id.s0u19wg7n2mu) | 3 |
| 2. | [Objective](https://docs.google.com/document/d/1xmfde5XdKICnkXACxS2yGl2t5LwDHkd6yQzHGz1hMag/edit" \l "bookmark=id.mtq0ibq364u3) | 4 |
| 3. | Application of the Safe Sport Program | 4 |
| 4. | Scope of Application | 5-6 |
| 5. | Breach of Policy | 7 |
| 6. | Reporting and Resolution | 7 |
| 7. | The Safeguarding Committee | 7-8 |
| 9. | [Preventative Measures](https://docs.google.com/document/d/1xmfde5XdKICnkXACxS2yGl2t5LwDHkd6yQzHGz1hMag/edit" \l "bookmark=id.x8jg1f2nzvnw) | 8-9 |

1. **Preamble** 
   1. Everyone involved in rugby shares the responsibility to identify harassment and abuse and to develop a culture of dignity, respect and safety within the game. Abuse can happen in any sport, at any level. However we, as a community, can take collective action to eradicate it from our game.
   2. The Singapore Rugby Union (SRU) believes that all those involved in the game of rugby, henceforth referred to as “The Game”, have a right to be treated with respect and protected from non-accidental violence and sexual, physical or mental abuse.

* 1. The SRU is committed to identifying and eradicating any such practices and has established a Safeguarding Committee to establish, maintain and implement the following Safeguarding Policy (‘Policy’). Their intent is to educate participants in the game to prevent Safeguarding incidents from happening and also to provide a robust response procedure in the event that an incident does occur.
  2. This Policy should be read in conjunction with the following SRU’s policies:
     1. Annexes to Safeguarding Policy\*:

Annex 1: Safe Sport Unified Code

Annex 2: Safeguarding Code for Participants

Annex 3: Reporting and Resolution Policy

Annex 4: Safeguarding Incident Report Form

Annex 5: Policy for Specific Areas

* + 1. Other Related Policies\*\*
* SRU Disciplinary Policy
* SRU Codes of Conduct for Coaches, team managers, physios and other employees (under contractual terms of agreement)
* SRU Code of Conduct for National Team Players (see National Teams Players Agreement)
* Local University, School or other institutions Policies

\*The full list of Safeguarding documents and forms can be found at [www.singaporerugby.com/safeguarding](http://www.singaporerugby.com/safeguarding)-policy

\*\*SRU Policy Register can be found at [https://www.singaporerugby.com/competition-documents/](%20https://www.singaporerugby.com/competition-documents/)

* 1. This Policy may be revised by SRU at any time.

1. **Objective**
   1. The purpose of this Safeguarding Policy is to:

* Safeguard athletes
* Protect the integrity of The Game and the Singapore Rugby Union (SRU)
* Protect all other participants in The Game
* Promote the values of Safe Sport (an IOC initiative)
  1. The SRU’s aim is to create a culture where everyone feels confident to raise legitimate concerns without prejudice to their own position. Concerns about the behaviour of any participant involved in The Game, including a coach, support staff, other official, player or even a supporter which may be harmful to a player must be reported to the SRU through one of the nominated Safeguarding Officers.
  2. This Policy is designed to provide information which all participants involved in The Game in Singapore will find useful and will help them create safe, friendly and welcoming environments for all.
  3. A safe environment is one where:
* The possibility of abuse is openly acknowledged
* Employees and volunteers are appropriately recruited and trained, and
* Those who reports suspicions and concerns are confident that these will be treated seriously and confidentially

1. **Application of the Safe Sport Programme**
   1. In promoting the safety and well-being of its participants, SRU is a member organisation under the national framework for safeguarding in sport, the Safe Sport Programme.
   2. Pursuant to its obligations under the Safe Sport Programme, SRU has:
2. adopted the Safe Sport Unified Code (“Unified Code”) and the definitions of Misconduct set out in Article 4 which are sexual, physical and psychological in nature;
3. adopted the rules, policies and procedures of the Safe Sport Programme set out in the Safe Sport Programme Handbook (“Handbook”) for handling allegations of Misconduct;
4. delegated jurisdiction and authority to the Safe Sport Commission to:
   1. assess and investigate allegations of Misconduct which are under its discretionary (low level) and mandatory (medium and high level) jurisdiction;
   2. issue interim measures pending conclusion of investigations;
   3. make recommendations of sanctions or disciplinary action as a result of such investigations;
5. delegated jurisdiction and the authority to the committees constituted under the Safe Sport Disciplinary Panel to adjudicate matters referred to it by the Safe Sport Commission.

3.3 Persons within SRU’s jurisdiction and/or disciplinary authority are:

1. responsible for knowing the information, policies and procedures outlined in this Policy the Safe Sport Unified Code and the Handbook. Ignorance of any rule or regulation is not a defence to a breach and/or alleged breach of the Unified Code or Handbook;
2. subject to the rules, policies and procedures under the Handbook and shall submit, without reservation or condition, to the jurisdiction of the Safe Sport Commission for the resolution of any alleged breach of the Unified Code and/or Handbook.

3.4 A breach of the Unified Code or and Handbook will be considered per se violation of this Policy.

3.5 SRU will mirror and enforce any decision, measures and/or sanction imposed by the Safe Sport Commission and/or the relevant committees of the Safe Sport Disciplinary Panel.

3.6 To the extent that any SRU rule, policy or procedure is in conflict with the Unified Code and the Handbook, the SRU rule is superseded.

1. **Scope of application**
   1. This Policy applies to Persons’ conduct during the business, activities, and events of SRU and its Members including, but not limited to, competitions, practices, trials, training camps, travel associated with organizational business, activities, and events including any workshops and meetings.
   2. This Policy also applies to Persons’ conduct outside of the business, activities, and events of the SRU and its Members when such conduct adversely affects the organization’s relationships (and the work and sport environment) or is detrimental to the image and reputation of SRU or a Member.
   3. This Policy supplements and does not prevent immediate discipline or sanction from being applied during the course of an event or competition by those empowered do to so under the rules of sport. Further disciplinary measures may be applied according to other provisions in this Policy[[1]](#footnote-2).
   4. Participants are responsible for knowing the information outlined herein and, by virtue of being a Participant, have expressly agreed to this policy and procedures.
   5. Participants involved directly or indirectly to The Game include, but are not limited to, the following:

|  |  |
| --- | --- |
| **Participants** | **Area of Activity**  **(Domestic & Overseas)** |
| * Administrator * Athlete * Athlete entourage members * Coach/Assistant Coach * World Rugby Educator/Trainer * Guest Speaker * Holding post/title in Union * Match Day Commissioner * Medical Staff * Member of an affiliated club * Part-timer * Match Official * Spectator * Strength & Conditioning Staff * Team Manager * Volunteer | * Competition Matches * Friendly Games * Tours * Training * Courses * Clinics/Workshops * Seminars * Social Events * Documents/in-writing * Emails * Other Events * Meetings * Office * On-line * Phone * Social Media |

4.6 The scope of application will continue to apply to a person even after they have stopped their association or employment with The Game if disciplinary action has commenced. It will also apply to those in the process of applying for membership to a club or body. As past conduct informs current fitness, no criminal, civil, or rules-based statutes of limitations or time bars of any kind prevent a participant from being investigated, assessed, considered and adjudicated against relating to any relevant conduct regardless of when it occurred.

1. **Breach of Policy**

5.1 A Person commits a breach of this Policy when they either alone, or in conjunction with another engages in any conduct which constitutes Misconduct under Article 4 of the Unified Code:

A. Offences Under Domestic Law

B. Sexual Misconduct

(e.g. Sexual Harassment, Sexual Contact without Consent, Sexual Communications)

C. Psychological & Physical Misconduct

(e.g. Bullying, Harassment, Hazing)

D. Other Inappropriate Contact

(e.g. Grooming, Intimate Relationships, Other Inappropriate Conduct)

E. Misconduct related to Process

(e.g. False Reporting, Abuse of Process, Retaliation)

1. **Reporting and Resolution**

6.1 Any individual who experiences or becomes aware of Misconduct should report the incident to any SRU’s Safeguarding Officer(s) or directly to the Safe Sport Commission.

6.2 Where an alleged Misconduct falls under the jurisdiction of the Safe Sport Commission, the reporting and resolution procedures set out in the Handbook shall apply.

6.3 Where an alleged Misconduct falls under the jurisdiction of the SRU, the SRU’s Reporting and Resolution Policy shall apply.

1. **The Safeguarding Committee** 
   1. The Safeguarding Committee (SGC) is an official body operating under the authority of the SRU. Any sanction applied by the SGC has the approval of the SRU, although SRU is able to appeal decisions as stated in the Reporting and Resolution Policy.
   2. SRU shall appoint a Head of Committee (Chairperson) on a bi-annual deployment.
   3. The Chairperson shall be responsible for:
2. Formation of a Safeguarding Committee (SGC) and recruitment of members
3. Ensuring SGC members are adequately trained by having attended the SportSG Safeguarding Officer Course, and equipped with incident management and first responder support skills
   1. The SGC shall be responsible for strategic execution of Policy by:
4. Developing and reviewing the Safeguarding Policy on an annual basis
5. Appointment of Safeguarding Investigating Officers (SGIOs)
6. Ensuring appropriate measures are in place to ensure all Participants involved in the Game are appropriately informed of Safeguarding Policies and Procedures
7. Liaising, consulting, implementing and/or developing of resources/initiatives with Sports SG, SRU departments, SRU members and/or affiliates regarding Safeguarding issues
8. Acting on any other matters that may arise relating to Safeguarding Policies and Procedures
   1. The SGC shall be responsible for execution of Safeguarding Procedures by:
9. Acting as the first point of contact and conducting preliminary assessments for potential Safeguarding reports and concerns
10. Administering the reporting, responding and resolution process and ensure compliance with its’ procedures, including convening a Safeguarding Panel to implement and/or appropriate measures, up to and including suspensions to address allegations of misconduct and/or where it determines that a breach of the Safeguarding Code of has taken place
11. Communicating with parties involved in Safeguarding Cases
    1. In cases where the SGC does not have sufficient members available to maintain appropriate standards, the Chairperson of the SGC shall have the power, exercisable in his/her discretion, to co-opt additional persons to sit as Safeguarding Panel members.
    2. The Chairperson and appointed members are expected to remain neutral and act independently of the SRU are strictly bound by the Confidentiality agreement as listed in the Reporting and Resolution Policy.

1. **Preventative measures**
   1. In order for this Safeguarding Policy (including all procedures and codes of conduct) to be effective, SRU shall put in place preventative measures to ensure:
2. All participants of The Game are aware of the Policy & Procedures
3. Appropriate Training & Education is in place
4. Reporting procedures are clearly stated

8.2 Awareness of Policies & Procedures

1. A copy of the Policy, Procedure and Safeguarding Code shall be sent to all Club Presidents and Club Secretaries for signing during the annual SRU Club Registration window.
2. Clubs shall be expected to sign this document and ensure all administrators have read and signed the policy.
3. Any organization involved in The Game will be expected to maintain a list of administrators coaches and players to share with SRU
4. It is the responsibility of each Club Secretary to ensure all members of the club have received the Safeguarding Code

1. For sports which Field of Play rules or tournament regulations also cover misconduct which constitutes abuse and harassment [↑](#footnote-ref-2)