**Appendix K: District safeguarding check list**

This simple check list is provided to enable a District Safeguarding Officer (DSO) to assess the effectiveness of the District’s safeguarding policy. It could form the basis of a report by the DSO to the District Executive Committee.

In column 2 briefly describe the situation in the District and in column 3 what action is needed and the target date for its completion.

|  |  |  |
| --- | --- | --- |
| **Issue** | **Situation in the District** | **Action needed and date** |
| District has adopted the RIBI Safeguarding policy. | Date approved: |  |
| District has appointed a District Safeguarding Officer (DSO). |  |  |
| All Clubs have approved the Safeguarding policy. |  |  |
| Training for CSOs is provided by District. |  |  |
| All Assistant Governors and District committee chairman are aware of the policy. |  |  |
| All Assistant Governors and District committee chairman encourage the use of the policy in Clubs. |  |  |
| All District events are organised with the policy in mind. |  |  |
| At District events, arrangements are in place to deal with complaints, allegations, whistle-blowing and concerns. |  |  |
| All events organisers know when criminal record checks are needed. |  |  |
| The DSO has in place sound and secure arrangements to deal with criminal record check Disclosures. |  |  |
| The DSO reports to the District Executive on an annual basis. |  |  |