

CARIFTA Games 2025 Safeguarding Policy

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1. Introductory statement

The CARIFTA Games 2025 (the Games) will take place on the Island of Trinidad between April 19th to 23rd April 2025. Hundreds of youth athletes between the ages of 11-18 will participate in two sports, namely swimming and track and field managed by officials and supported by volunteers.

Physical, emotional and sexual harm against athletes and other persons involved in sport is now well recognised as a major concern in the sport sector and the CARIFTA Games 2025 Organising Committee (OC) acknowledges its duty to facilitate an environment at the Games that is free from all forms of non-accidental harm, harassment and abuse.

This CARIFTA Games Safeguarding Policy (the Policy) is intended to provide a framework for the promotion of a safe and respectful environment for everyone involved in the Games by:

- Collaborating with key stakeholders in establishing and implementing global standards for safeguarding practice and procedures at the Games.
- Ensuring that all volunteers and paid members of the OC workforce:
 - Are properly vetted;
 - Complete mandatory safeguarding training;
 - Sign the OC Code of Conduct.
- Recruiting and deploying expert safeguarding personnel to facilitate trauma-informed responses to safeguarding concerns.
- Conducting risk assessments and implementing necessary mitigating measures where necessary.
- Providing appropriate and easily accessible options for reporting of safeguarding concerns throughout the Games.
- Taking appropriate action to address safeguarding breaches that may arise during the Games.
- Developing and implementing a safeguarding communication plan in collaboration with the OC and other relevant partners to promote strategic safeguarding messages using various media platforms during the Games.

2. Safeguarding in Trinidad and Tobago

Within Trinidad and Tobago there are laws and statutory documents relating to the safeguarding of adults and children from harassment and abuse. The OC is legally obliged to adhere to these laws and the Policy reflects that legal obligation as contained in the following:

- The Constitution of the Republic of Trinidad and Tobago, 2007
- Offences Against the Person Act, 2005
- Sexual Offences Act, 2014
- Equal Opportunities Act, 2000
- Children Act, 2012
- Children’s Authority Act, 2000
- The Children’s Authority Regulations, 2014
- International Child Abduction Act, 2014
- Young Offenders Detention Act, 2014
- Trafficking in Persons Act, 2011
- Domestic Violence Act, 1999
- Domestic Violence Amendment Act, 2020
- Data Protection Act 2012

3. Compliance

The policy recognises the World Athletics Safeguarding Policy (updated as at 6 June, 2024 and World Aquatics Rules on the Protection from Harassment and Abuse (in force as from 1 January, 2023) and acknowledges that the provisions contained herein is in compliance with the aforementioned.

4. Definitions

Child: anyone, including young athletes, under the age of 18 years old.

Covered Person: means any natural person(s) who participates in, assists in, is involved in, or prepares an Athlete(s) to participate in a Covered Event, which includes any natural person(s) belonging to one of the following categories:

4.2.1 “Athlete” means any person or group of persons, participating or qualified to participate in, a Covered Event.

4.3.2 “Athlete Entourage Member” means any coach, trainer, manager, agent, team staff, team official, medical or paramedical personnel working with or treating Athletes, and all other persons working with Athletes.

4.3.3 “Official” means all Games Staff and other individuals engaged in Games activities, including organisers, consultants and any other accredited or engaged persons in contact with Athletes.

Covered Event: means the competitive events of aquatics and athletics for which the Games are being hosted.

Games Venues and Hotels: are the Hasley Crawford Stadium, National Aquatic Centre, Five Islands Amusement Park, Hilton Trinidad & Conference Centre, The Brix, Kapok Hotel, The Normandie Hotel, The Chancellor Hotel, Cascadia Hotel, Hyatt Regency Trinidad, Raddison Hotel Trinidad and Mariott Courtyard.

Games Time: refers to the period 19th April, 2025 to 23rd April, 2025.

Child Protection: refers to protecting specific children who have been identified by relevant authorities as being at risk of significant harm and/or abuse.

Poor practice: refers to instances when the behaviour of an individual, though not abusive, falls below that which is acceptable in dealing with children or athletes/adults who may be at risk, including in particular a failure to meet certain standards set by the Safeguarding Code of Conduct.

Safeguarding: ‘Safeguarding’ concerns all actions, practices, policies and procedures that are implemented to protect individuals and prevent and respond to exploitation, harm and abuse.

Domestic violence: includes physical, sexual, emotional or psychological or financial abuse committed by a person against a spouse, child, any other person who is a member of the household or dependant.

Physical abuse: means any act or omission which causes physical injury and includes the commission of or an attempt to commit any of the offences listed in the First Schedule (Domestic Violence Act, 1999.)

Emotional or psychological abuse:— (a) any act, omission or a pattern of behaviour of any kind, the purpose of which is to undermine the emotional or mental well-being of a person who is in a domestic relationship with the respondent; (b) any act or omission or threatened act or omission that causes the person to fear for his safety or the safety of a child or dependant.

Sexual abuse: includes sexual contact of any kind that is coerced by force or threat of force and the commission of or an attempt to commit any of the offences listed under the Sexual Offences Act in the First Schedule (Domestic Violence Act, 1999).

Financial abuse: means a pattern of behaviour of a kind, the purpose of which is to exercise coercive control over, or exploit or limit a person's access to financial resources so as to ensure financial dependence.

Independent Safeguarding Panel: means the group of persons appointed to provide oversight and advice to the triage team as well as ensure statutory guidance, procedures and processes are adhered to by all members of the workforce.

Workforce: comprises volunteers, vendors, stakeholders and paid staff who shall be subject to the Code of Ethics.

Safeguarding Officers: means volunteers and paid staff with the specific role of upholding the Code of Ethics.

Safeguarding Lead: refers to Ravi Lutchman

5. Our Commitment

Human rights are the basic rights and freedoms that belong to every person from birth by virtue of being human. These basic rights are based on shared values like dignity, fairness, equality, and respect. CARIFTA Games 2025 acknowledges that safeguarding and human rights are linked because no-one should be discriminated against and there is a duty of care to safeguard and promote the welfare of children and adults who may be at risk. The OC is committed to ensuring that safeguarding for the Games and related activities and events is in line with statutory responsibilities and government guidance and complies with global safeguarding standards, practice, legislation and regulatory requirements.

6. Our Approach

In order to achieve our focus, CARIFTA Games 2025 has ensured that safeguarding is treated as a priority area and included in considerations across all functional and sport areas for the games. An Independent Safeguarding Panel has been established with senior representation from government agencies in sport, safeguarding, policy and security working alongside experts and practitioners in sport administration, safeguarding, athlete welfare, security and law. The Independent Safeguarding Panel will provide oversight and advice and receive assurance that statutory guidance, procedures and processes are adhered to by all members of the workforce and that safeguarding is a priority for all activities, events and projects directly linked to the the Games.

The OC will adopt an all of workforce approach to safeguarding for the games that promotes both individual and collective responsibility of volunteers and paid staff to:

1. Provide a safe and welcoming environment that is free from harm, harassment, abuse and fear of abuse in all its forms for everyone involved in the Games and related activities.
2. Promote a culture where safeguarding practice is widely understood, openly discussed and where all staff and volunteers recognise their role in keeping children, athletes and adults who may be at risk, themselves and their colleagues, safe from harm.
3. Develop a clear system which promotes and supports constant vigilance, prevention and early intervention in safeguarding matters and, where necessary, prompt and appropriate action in response to any reported concerns or incidents.

7. Safeguarding Procedures at CARIFTA Games 2025

Large scale events such as the Games present opportunities and risks for children and adults whether they are participants, officials, spectators, paid staff, or volunteers. The Games will see young athletes brought together and this again will present many opportunities and risks which will be considered. In addition, the Games has made a commitment to ensure that supply chain companies and service providers are acting fairly which is linked to safeguarding through the Equality, Diversity and Inclusion priorities and thereby making CARIFTA Games 2025, a games for everyone.

The Games takes safeguarding responsibilities very seriously, particularly where children and adults who may be at risk are present at any of CARIFTA Games 2025 related activities, at the premises and/or under the supervision or care of one or more members of the workforce. As a result of their roles and responsibilities at the Games, all members of our workforce have a duty of care towards the children and adults who may be at risk with whom they come into contact during their employment to keep them safe. All volunteers will be properly vetted and will complete mandatory safeguarding training ahead of the Games.

If a member of the workforce is unclear but still concerned, they will be asked to report the matter using the notification system and the concern will be triaged. Concerns will be funnelled to the appropriate agency/case worker by the triage team based on the nature and context of the concern. Reports will be generated for all concerns and reviewed daily by an Independent Safeguarding Panel.

All participants in the Games led activities have the right to feel and be safe, valued, respected, treated lawfully and fairly and with dignity and respect. All the members of our workforce, including members of the OC, Heads of all Functional Areas, volunteers and paid staff have a duty to keep children and adults who may be at risk safe and to help protect them from abuse or harm.

Heads of Functional Areas must ensure that their staff understand and execute their safeguarding responsibilities at all times.

The Games will put all necessary measures in place to prevent harm from happening by ensuring that our staff and volunteers can identify risks and respond to concerns in the most appropriate way using the five steps below:

- **Recognise** when a child or adult who may be at risk is being harmed or might be at risk of harm;
- **Respond** appropriately if a child or adult tells you something that is concerning;
- **Report** the concern to your line manager (Head of Functional Area) and/or Safeguarding Lead with the assurance that the reports will be treated with appropriate urgency and confidentiality;
- **Record** the concerns and the actions you have taken, ensuring that the information is accurate and stored securely
- **Refer** the matter to a safeguarding/child protection expert or other relevant authority.

Safeguarding Officers will be assigned to all Games Venues and Hotels and accessible to anyone who may have a concern or who may require advice on safeguarding matters. Safeguarding signage strategically placed in and around the Games Venues and Hotels will provide clear information on options for reporting concerns, including email, whatsapp and QR Code options. The Safeguarding Lead for the Games is Ravi Lutchman ravi_lutchman@yahoo.com. In addition there is a dedicated website <https://teamtto.org/safesport> that will be used during games time.

8. Recognising potential abuse

For the avoidance of doubt, when considering whether a particular action gives rise to a safeguarding concern, the Trinidad and Tobago legislation, guidance, practice and standards will be taken into account.

CARIFTA Games 2025 expects each member of the workforce to be vigilant regarding the welfare of children or adults who may be at risk participating or otherwise involved in the Games. CARIFTA Games 2025 will ensure that each member of the workforce has an awareness of safeguarding and can recognise risks and signs of abuse.

It is acknowledged that abuse may take any of the following forms and more than one might be present in an abusive situation. This is not an exhaustive list.

- Bullying/Harassment
- Physical Abuse
- Neglect
- Self-neglect

- Psychological/Emotional Abuse
- Financial/Material abuse
- Sexual Abuse
- Racial Discrimination, Religious or Cultural Abuse
- Domestic Abuse
- Organizational/Institutional Abuse
- Modern Slavery
- Female Genital Mutilation
- Grooming
- Cyber-bullying
- Honour-based Violence
- Forced Marriage
- Radicalisation

Some specific examples of abuse which may arise within a Games environment include:

- Harassment of a participant because of a (perceived) disability or other protected characteristics.
- Not meeting the needs of participants (e.g. training without necessary breaks)
- A coach intentionally striking an athlete
- An athlete controlling another athlete with threats of withdrawal from their partnership
- An official who sends unwanted sexually explicit text messages to a participant, volunteer or spectator
- An athlete threatens another athlete with physical harm and persistently blames them for poor performance
- Appropriate consents not obtained prior to children being involved in performance or having their photograph taken.
- An adult neglecting to appropriately supervise and keep safe children in their care

It is recognised that young athletes will be participating in the Games from different islands of varying cultures with a diversity of practices. Certain cultural practices and rituals which are accepted and taken for granted in some countries may not be acceptable in Trinidad and may be considered to be abusive to children and adults who may be at risk of harm.

9. Responding to and Reporting Concerns (See Flow Charts on Pages 11, 12 and 13)

CARIFTA Games 2025 has a referral system in place to look at potential safeguarding concerns, however if a child and/or adult who may be at risk is in immediate danger of significant or serious

harm or needs urgent medical treatment then the emergency services should be contacted at **911**. Once the immediate concern has been dealt with the matter should also be reported internally.

A safeguarding concern may arise in a variety of ways. For example, you may be provided with information directly or you may be informed of a concern through another route, this could be a member of a CARIFTA Team, OC staff or volunteer, contractor or supply chain employee. The concerns raised could relate to current or historic abuse, the triage system will determine the most appropriate route and whether to inform statutory services, a local, regional or international governing body.

Concerns may relate to:

- The behaviour of an adult towards a child or adult who may be at risk
- The behaviour of a young person towards other children (including bullying by peers) or an adult at risk
- The behaviour of an adult who may be at risk towards another adult who may be at risk or child
- Risks identified through the recruitment process (e.g. criminal records information)
- Information provided about an individual by a statutory agency or another route
- Allegations of abuse
- Concerns about harm to a child or adult who may be at risk that has taken place outside of the Games (e.g. at home or school), but identified within the CARIFTA Games 2025.

Where there is any form of disagreement as to whether an incident/concern is reportable, the Safeguarding Lead for the Games will err on the side of caution and report. During Games Time there will be a triage system established to ensure that any concerns are recorded and responded to appropriately as there may be low level concerns which may require an appropriate response, but may not warrant the involvement of external organisations or state agencies.

10. Specific Areas of Concern

Due to the nature of the event and the way the villages are set up, the workforce at the Games will be extra vigilant to the risk of harm to children and adults who may be at risk. Key areas of focus include:

- Breaks and Scheduled Hours
- Digital Media
- Public Relations Events, Photography and Films
- Travel and Transport
- Accommodation
- Games Training Venues

- Safeguarding concerns related to specific Youth Athletes who may be considered to be at risk of harm
- Opening and Closing Ceremonies

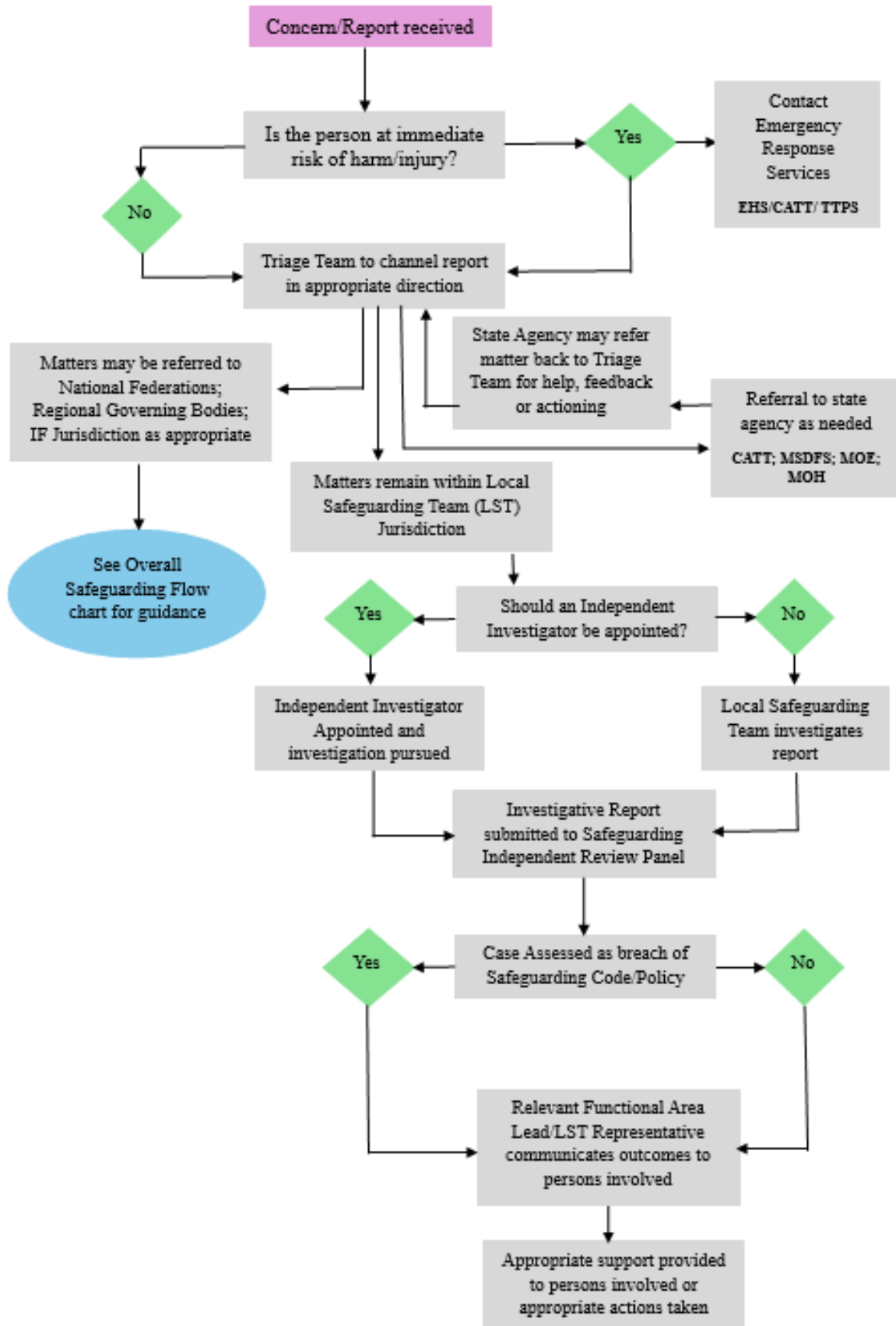
Risk assessments for each of these areas will be conducted with necessary mitigating measures implemented.

11. Confidentiality

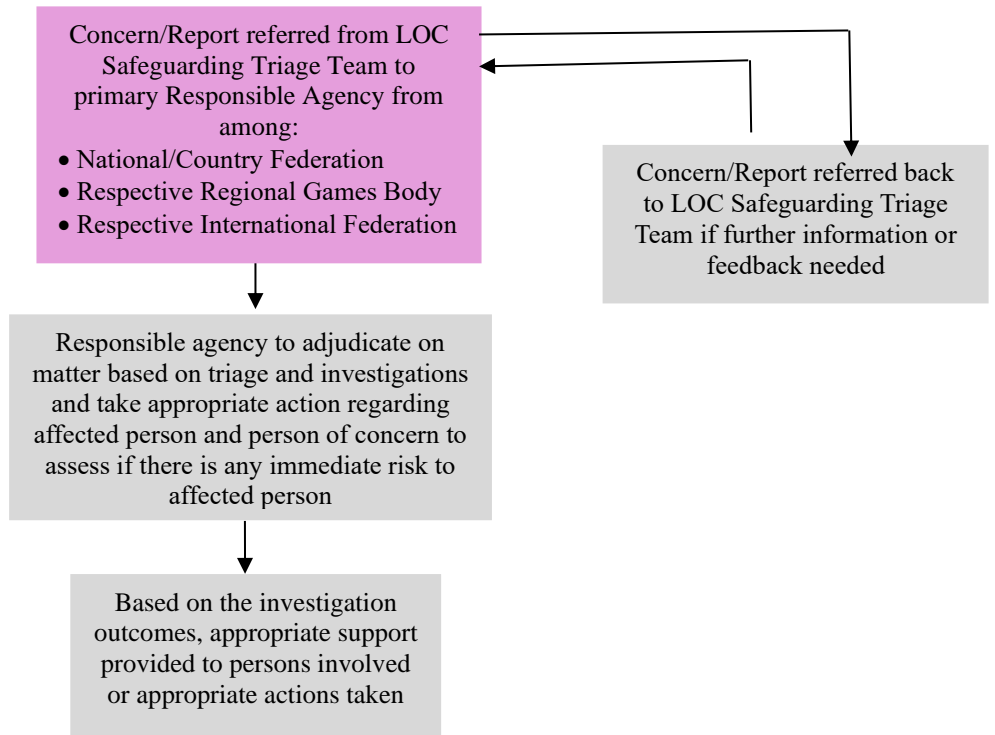
It is recognised that whilst certain information would be kept confidential, there may be occasions where information may need to be shared with relevant others, with or without the consent of the individual when abuse is alleged or suspected. In such cases members of the workforce have a duty to pass information on without delay, but only to those with designated safeguarding responsibilities. If there is any doubt the member of the workforce should seek guidance from the Safeguarding Lead or a Safeguarding Representative.

Both the alleged abuser and the person who is thought to have been abused have the right to confidentiality under the Data Protection Act 2012. Be aware that any possible criminal investigation could be compromised through inappropriate information being released.

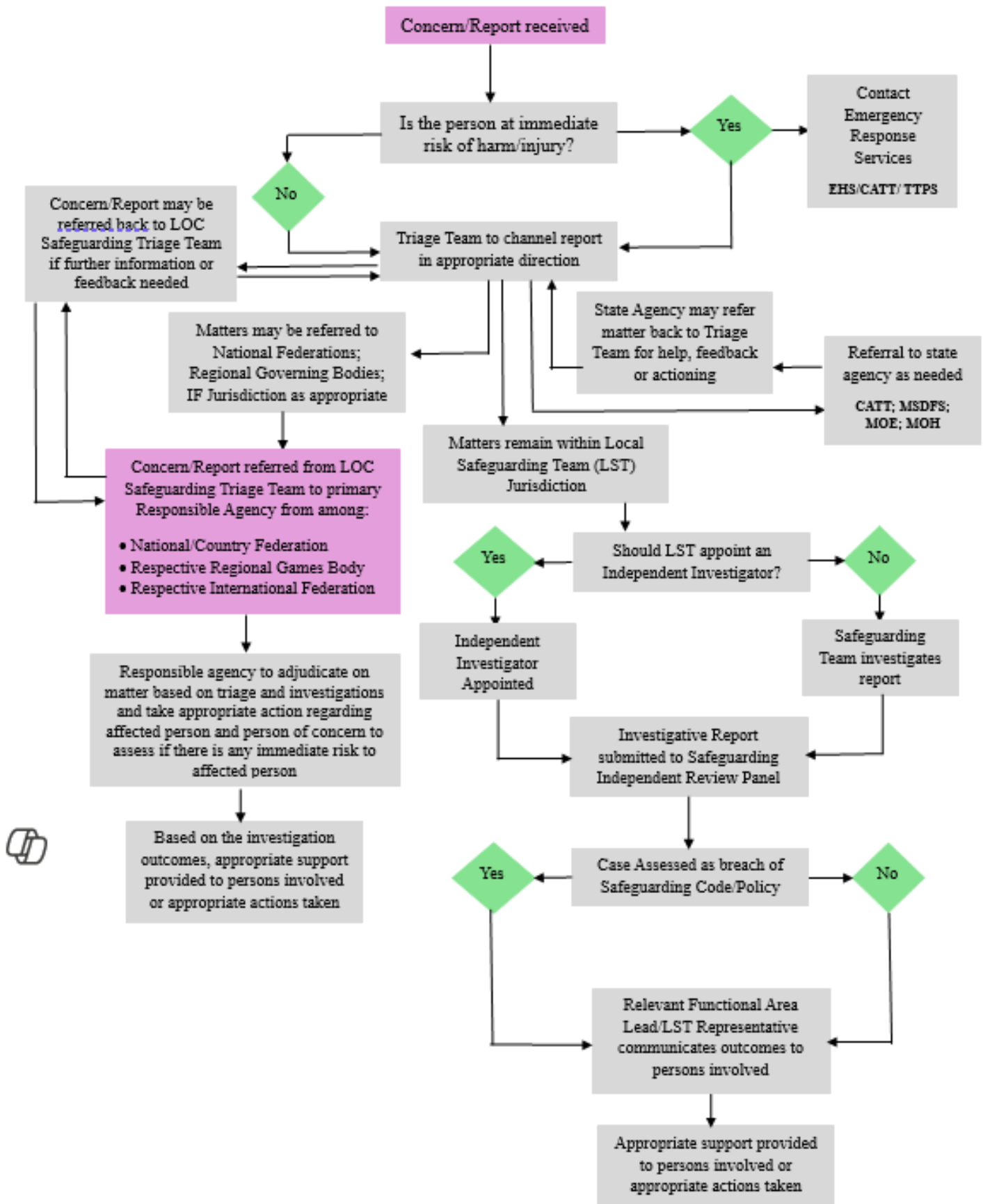
12. Safeguarding Flow Chart (OC Workforce)



13. Safeguarding Flow Chart (Overall)



14. Integrated Safeguarding Flow Chart



15. Contacts

In Trinidad there are a number of agencies that will provide advice where there are concerns in relation to children or adults who may be at risk where that concern should ordinarily be reported as outlined in the Policy. In summary, this would usually be the Safeguarding Lead or your Safeguarding Representative. In the case of an emergency, you should contact 911.

If for any reason you are unable to, or do not feel it is appropriate to report your concerns to the Safeguarding Lead or your Safeguarding Representative then advice in relation to safeguarding concerns can be obtained from the following places:

CARIFTA Games 2025 Safeguarding Lead

Ravi Lutchman

Email: ravi_lutchman@yahoo.com

CARIFTA Games 2025 Safeguarding Reporting

Whatsapp: 1-868-678-SAFE (7233)

Website: <https://teamtto.org/safesport>

Email: safeguarding@ttoc.org

Emergency Numbers

Emergency Service 911

Police 999

Ambulance 811

Children's Authority

Hotline: 996/800 – 2014

Email: info@ttchildren.org

Child Line

Hotline 131/800-4321

Website <https://childlinett.org>