

## Safeguarding guidelines

The safeguarding guidelines are designed to reduce the risk of harm to, and abuse of, athletes, delegations and the workforce, especially for the more vulnerable groups such as young athletes under the age of 18, para-athletes, and women. The guidelines are not exhaustive and can be adapted based on the context of the sporting event.

### Accommodation guidelines



1. Athletes of similar age groups should be put in one room. As much as possible adult athletes should not be put in the same room as athletes under the age of 18.
2. Coaches, officials and other entourage personnel should not be sharing the same room as athletes.
3. Athletes should not share the same bed with other athletes or entourage members.
4. There should be no mixed genders sharing in the same room.
5. The toilets and showers should be different for girls/women and boys/men and marked accordingly, and wherever possible a gender-neutral facility should be made available.
6. Athletes should not shower at the same time in the same shower cubicle with other athletes or entourage members.
7. Younger athletes should be placed in rooms closest to the toilets/showers.
8. Ensure that the appropriate level of supervision is provided. This should take into consideration the gender, age and number of athletes. The rooms of the supervisors should be close to the athletes, especially the young athletes, but they should not be accommodated in the same room.
9. No smoking inside any of the accommodation venues, especially around young athletes, to avoid exposing them to passive smoking.
10. Entourage members and athletes should not use changing and showering facilities at the same time. If possible, designate separate showers and toilets for the entourage members.
11. Ensure all athletes have privacy when using their accommodation, changing room and toilet/shower facilities.

## Accommodation and transport guidelines for para-athletes



1. It is highly recommended that wheelchair users are accompanied by their carer to major events.
2. If Deaf or hard of hearing athlete/s are in attendance, ensure a sign language interpreter or other communication support is available.
3. There should be ramp access to para-athlete rooms and the allocated toilets/showers.
4. Athletes with physical disability and wheelchair users will require showers and toilets with handrails to use the facilities safely. The rails should be adjusted to a height that accommodates wheelchair users. A shower chair should be available for para-athletes to use.
5. Rooms for para-athletes should be close to the accessible bathroom and toilets.
6. Ensure cupboards or storage spaces are not located up high where wheelchair users can't reach or access them.
7. Transport should have ramp access and para-athletes should be treated with dignity and respect as they get into and off transport.
8. Rooms and bathroom/toilet doors should open wide enough, and the swing path of the door should open with enough space to manoeuvre a wheelchair in and out whilst holding or pushing open the door.
9. The direction the door opens is important to allow para-athletes to open it independently, especially for showers and toilets.
10. Hold discussions with the para-athletes about their needs before the event so there is sufficient time to put in reasonable accommodations.



Safeguarding Officers at the Palau 2025 Pacific Mini Games event

**Chef de mission guidelines**



1. Brief the athletes, especially the young athletes, about who they should come to if they need help to walk to the shower or toilets, especially in the evening. Consider that the supervisor you appoint should be of the same gender.
2. If adult supervision is unavailable, implement a buddy system among the young athletes and ensure the ‘buddies’ are comfortable with each other.
3. Let the athletes and entourage members know they are not allowed to use their camera or phone in the shower and toilet areas because of privacy considerations and to manage the risk of harm.
4. Before travel to the event, check with the para-athletes or parents of the young athletes as to their specific care requirements and make a plan on how best to support them.
5. Brief the team on the rules that no entourage members should be alone in a closed room with an athlete and that they should always have another person accompanying them.
6. Share with all the entourage members and accommodation managers that no-one should enter an athlete’s room without knocking.
7. Advise all entourage members that they should not be exposed or change clothes in front of the athletes.
8. Ensure no-one provides intimate care to para-athletes or young athletes.
9. Create a supportive and empowering environment – encouraging athletes and delegation members to report any concerns.



Safeguarding Champions Asiani Vagi and Justine Samu at the FIFA Women’s World Cup 2023

## Venue and sporting venue guidelines



1. The safeguarding manager should be included in all venue, organising and operational meetings.
2. There should be clear zoning at venues and accreditation checks (public, athlete only, staff only, restricted access to changing rooms etc.)
3. Volunteers and staff should be easily identifiable and visible through uniforms and identification badges.
4. Physiotherapy and medical treatment areas should be assigned to locations to protect the athletes' privacy and dignity.
5. There should not be any one-to-one situations with young athletes.
6. Child-friendly lost person procedures should be in place in consultation with sporting event security.
7. There should be a clear mechanism for spectators to report concerns.
8. Safeguarding information should be clearly displayed around venues and available in relevant language/s and formats.
9. The safeguarding manager's contact number should be shared widely among the workforce, athletes and entourage.
10. Venue staff should be fully aware of how to respond when disclosures are made
11. There should be quiet rooms or spaces available for people with sensory disabilities and for recording complaints.
12. Regular venue and team check-ins are to be undertaken by the event safeguarding team.
13. Alternative accommodation must be available as a backup if witnesses or victims/survivors, or perpetrators, have to be moved as part of a risk assessment or interim measures.



Safeguarding Champion Kiko Penitani at the FIFA Women's World Cup 2023

## Social media and communication guidelines



1. No posting of personal contact details or the location of children and young people.
2. All images of children, young athletes and women should be non-sexualised, respectful and appropriate.
3. Informed consent should be sought from both parents/guardians and young athletes for images/videos. For adult athletes their informed consent is adequate.
4. Images and videos at major sporting events must only be taken and used with informed and voluntary consent, prioritising the safety, dignity and best interests of children at all times.
5. No children who are part of a safeguarding concern or investigation process should be publicly identified.
6. No homophobic, sexist, sexualised, discriminatory or degrading comments are to be shared or posted in online spaces.
7. Filters and/or blockers should be used on social media channels to block abusive or harmful words before they appear.
8. No photography or filming should take place in changing, sleeping and shower areas.
9. Adults should not initiate any private messaging with young athletes or children involved in the sporting event. Any such messaging should include team officials and/or parents or carers.
10. All safeguarding-related communications must be handled by the event safeguarding manager or authorised executive leadership.
11. Any communication – especially crisis communication – should incorporate the ‘do no harm’ approach and be treated as strictly confidential.



Safeguarding champions Michelle Paiti, Ema Levaci, Palu Uhatahi-Tu'amoheloa with Joanna Lester and members of the FIFA team at the Women's World Cup 2023