

## Information for BJA ClubWelfare Officers



Hello & welcome to the BJA. My name is Andrew Bowly, and I am the Head of Inclusion, Safeguarding & Wellbeing. This brief guide will hopefully assist you in your new role as Club Welfare Officers within BJA Clubs.

The Inclusion, Safeguarding & Wellbeing Team, along with our Club Support Team looking forward to working with you in your role.

The Team:

### Meet the Team



**Andy Bowly**  
*Head of Inclusion, Safeguarding & Wellbeing*

Advisor to the Board and CEO on all matters regarding safeguarding and inclusion including legislative changes, policies and guidance from Sport England, UK Sport, NSPCC, Ann Craft Trust and the CPSU. Responsible for the application and governance of minimum acceptable standards across inclusion, safeguarding and wellbeing and advisor to the judo community on best practice within these three areas. Promote opportunities for growth and development across ISW and work with key stakeholders and partners to ensure the judo community is a safe, inclusive and supportive environment.

[andrew.bowly@britishjudo.org.uk](mailto:andrew.bowly@britishjudo.org.uk)



**Keith Eldridge**  
*Safeguarding Investigations Manager*

Supports Head of ISW on safeguarding casework and is the main point of contact for the Safeguarding Management Group and Local Authority Designated Officers (LADOs).

[keitheldridge@britishjudo.org.uk](mailto:keitheldridge@britishjudo.org.uk)



**Marina Dain**  
*Deputy Safeguarding Manager*

Administration for all safeguarding cases, maintaining accurate records of cases, supporting investigations and sharing the data annually with the NSPCC. Administration of all DBS applications, issuing links, monitoring the service providers system, updating members records on the Dojo and investigating all positive disclosures presenting evidence to the Case Management Group (CMG). Manages the recruitment of all Club Welfare Officers (CWO), including completion of the safer recruitment application process, identification and support of appropriate training for Safeguarding and Protecting Children (SPC) and Time to Listen (TLL) issuing certificates on completion of the application. Key link between performance and the safeguarding team. In 2023 will administer the application and approval process for the Sport England, Martial Arts Code (SEMAC).

[marina.dain@britishjudo.org.uk](mailto:marina.dain@britishjudo.org.uk)



## Information for BJA ClubWelfare Officers

1. **Website:** [Home - British Judo](#)

2. **Safeguarding:** [Safeguarding - British Judo](#)

How to contact us as a team?

BJA Safeguarding Out of Hours (5.00pm-9.00am, and weekends)

The Safeguarding Team are here to support clubs, members, and staff with safeguarding matters.

TELEPHONE

0121 728 6920

OPENING HOURS: BJA Office

Monday-Friday

9:00am-5:00pm

If you wish to raise or report a safeguarding concern. Either:

Email: [safeguarding@britishjudo.org.uk](mailto:safeguarding@britishjudo.org.uk) (a member of the team will respond as soon as possible)

Or telephone the above number & choose:

The Safeguarding option.

And the member of the safeguarding team you wish to speak to: 1.Andy Bowly, 2.Marina Dain and 3. Keith Eldridge

You will directed, to the mobile number of the person selected

We cannot guarantee that the chosen person will respond immediately, but if you leave your name, role (inc parent, player), club or BJA department and contact number. They will get back to you as soon as possible.

As a team, we will have a rota re one of mobile phones being on after 5pm and at weekends.

If a child or adult is in immediate danger, please call the police on 999 and forward the report made (inc police force reported to & crime reference number is given to [safeguarding@britishjudo.org.uk](mailto:safeguarding@britishjudo.org.uk) (a member of the BJA safeguarding team will respond as soon as possible)

## Information for BJA ClubWelfare Officers

### 3. CWOs: [Club Welfare Officer - British Judo](#)

#### Club Welfare Officer Support Clinic

Monthly clinics to review concerns, policies and establishing a safe culture in clubs with CWOs. Offering monthly support, advice & CPD. Second Tuesday of each month, 17.00-18.00 and starting in November 2023. Use following link to join:

#### Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 332 575 435 569

Passcode: tPoADB

[Download Teams](#) | [Join on the web](#)

### 4. Organisational Team Information (see attached):



Key contacts for CWOs:

Andrew Bowly: Head of Inclusion, Safeguarding & Wellbeing

[andrew.bowly@britishjudo.org.uk](mailto:andrew.bowly@britishjudo.org.uk)

Nick Shepherd, Lead Club Support Officer [nick.shepherd@britishjudo.org.uk](mailto:nick.shepherd@britishjudo.org.uk)

Karen Roberts, Development Director [karen.roberts@britishjudo.org.uk](mailto:karen.roberts@britishjudo.org.uk)

### 5. BJA Strategy: [Our 2022-2025 Strategy - British Judo](#)

#### Other helpful links:

1. Club finder: <https://clubfinder.britishjudo.org.uk/>

#### 2. English Regions:

The regions in England are:

- London
- Southern
- Northern Home Counties
- Northwest
- Southern Area

## Information for BJA ClubWelfare Officers

- Yorkshire & Humberside
- Northern
- Eastern
- Western
- Midlands

Contact: Karen Roberts for details of England Regional Chairs [karen.roberts@britishjudo.org.uk](mailto:karen.roberts@britishjudo.org.uk) who can direct you to clubs in that region.

### 3. Home Nations Safeguarding Contacts:

For all English Regions CWO or Safeguarding enquiries please contact [Safeguarding@britishjudo.org.uk](mailto:Safeguarding@britishjudo.org.uk)

For Home Nations:

Scotland [Safeguarding@judoscotland.com](mailto:Safeguarding@judoscotland.com)

Wales [Safeguarding@welshjudo.com](mailto:Safeguarding@welshjudo.com)

Northern Ireland [Northern Ireland Judo Safeguarding – NI Judo](#)

### 4. BJA Membership Team: [Membership - British Judo](#)

(details of all registered clubs in England)

### 5. BJA Events calendar: [Events from December 14, 2024 – February 18, 2024 – British Judo](#)

### 6. My Judo Page (useful information for our members clubs: [My Judo - British Judo](#))

In addition, our Marketing & Communications Team send out a monthly members newsletter.

### 7. Resources:

Safeguarding

- Low Level Concerns & Allegations Policies (linked to Threshold Guidance) [Low-Level-Concerns-V3.pdf \(britishjudo.org.uk\)](#)
- [Safeguarding - British Judo](#)

MH & Wellbeing and EDI Resources

- [EDI & Wellbeing Hub - British Judo](#)

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