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**Safeguarding Support Visits - ESFA Letter of Introduction**

In December 2021, Andrea Chilton, ESFA Chief Executive Officer shared with Association Secretaries and Welfare Officers of all affiliated Associations, that ESFA would be carrying out random safeguarding support visits to validate that the records that have been provided to ESFA on the portal, reflect those who are working with youth teams across the country.

This letter is confirmation that your Association has been selected for this process and that this is an ESFA-sanctioned visit. This letter also acts as an introduction to the Safeguarding Visitor who is carrying out the validation exercise today. We trust this visit will help to build on our on-going relationship with your Association, providing you and your colleagues with opportunities to seek further advice and guidance as and when you require it.

If you wish to further validate the identity of the ESFA Safeguarding Visitor who is present at your session today, please call 07960500723 to speak to Sarah DaCosta or 07852276416 to speak to Martin Duffield, our National Safeguarding Officers who will confirm their identity and role.

For your information, the Safeguarding Visitor carrying out your visit has been requested to;

* Record who is involved in coaching and running your Association’s representative teams so it can be compared to the data you have submitted onto the portal.
* Ask a few quick questions of coaches, parents and others present at the session, in order that we can get a ‘snapshot’ of the levels of awareness in relation to safeguarding
* Report their findings back to ESFA National Welfare Officers, who will then carry out a desktop review of your Association’s social media and websites.

They will seek to do this as swiftly as possible, with limited impact on your team’s session. Please take a moment to call together all adults present and explain that an ESFA Safeguarding Visitor will be asking some questions and encourage all present to engage with this process.

The Safeguarding Visitor is not here to answer any queries or engage in discussion regarding welfare or poor practice concerns. They will refer all matters to the National Safeguarding Officers, who will act on any concerns raised. They are not here to mediate in disputes between teams and all such issues will be managed by the match official.

By way of a quick reminder, as an affiliated Association, you have agreed to ensure that:

* The records on the ESFA Portal accurately reflect everyone working with Children and Young People in your Association.
* Everyone working with Children and Young People is either a practising teacher with annual safeguarding training or has completed The FA Safeguarding Children Course.
* Everyone with a specific role at the Association (coaches, managers, referees, CWOs and first aiders) has an in date accepted FA Criminal Records Check (DBS).

Thank you for your on-going support and cooperation in assisting this visit and in ensuring that the children in your Association have a fun and safe football experience.

Kind regards

*Andrea Chilton*

Chief Executive Officer

English Schools Football Association