FK Breznica · Child Protection Policy

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English version. First adopted in 2020 on the basis of the UEFA Child Safeguarding Toolkit; reviewed and updated in October 2026 (Section 9 added). Next review: October 2028, or earlier if the law or the activities of the club change.

Opening remarks

I still remember my first football training at FK Breznica. I remember the support, the sense of safety and respect, and the serious, professional approach the coaches took with each of us children. Coaches, volunteers and the other children made that first day a positive experience for every new member, and we felt from the start what it means to be accepted in a new environment.

Since 2013 I have played in every women's team of FK Breznica, including the senior team, and I now coach all groups of children. Over time I have realised that the club works like a family, where you learn much more than football. The club has brought together the right people in its coaching staff and the right teammates on the pitch. I am grateful to be part of this team and to help build our success together, with hard work and great love, and to be a positive example to others.

To this end, we want to promote and guarantee the right of every child to take part safely in sport, through an official child protection policy. This publication sets out our values in working with children and the rules of conduct for our coaches, external associates, volunteers and all members who work with children. We developed the policy by studying guidelines, recommendations and examples of good practice, including the UEFA child safeguarding tools, and adapted them to our context. I believe that by applying this policy we will reach our goal: a safe and positive environment for every child who wants to take part in the sports activities of our club.

Miljana Rondović, Coach, FK Breznica

1. Introduction

Football Club Breznica is committed to ensuring, at all times, the wellbeing and safety of all children connected with our activities, and to providing a safe and suitable environment for every child who takes part in them. Every adult who works at FK Breznica has a duty to protect children and promote their wellbeing by creating a safe environment.

This policy applies to all members and staff of the club, including full-time, part-time and occasional employees, external associates and volunteers involved in the activities of FK Breznica.

Failure to comply with this policy will be treated as misconduct and dealt with through disciplinary procedures, which may lead to dismissal, possible criminal prosecution and the reporting of any incident to the competent investigating authority.

For the purposes of this policy, safeguarding means the responsibility of the organisation to make sure that football is a safe, positive and enjoyable experience for all children, and that all children are safe and protected, including from abuse, when they take part in football, in any capacity and at any level. Child protection includes preventive action, to reduce the risk of harm, and responsive action, to make sure that concerns are dealt with properly when they arise. This reflects the need to promote the best interests of the child and to respect international standards and national law, in particular where a criminal offence may have been committed.

In line with the 1989 UN Convention on the Rights of the Child, a child is any person under the age of eighteen, unless majority is attained earlier under the law applicable to the child.

2. Objectives and key principles

The objectives of this policy are:

- to make football a safe, positive and enjoyable experience for all children;
- to protect all children who take part in the activities of FK Breznica;
- to demonstrate good practice in child protection;
- to develop a positive and proactive child protection programme that provides a comfortable and safe environment for all children;
- to promote high ethical standards across all activities of FK Breznica.

Key principles:

- The welfare of the child always comes first.
- All children have an equal right to protection and to the promotion of their wellbeing and participation, regardless of age, gender, sexual orientation, ethnic or social background, religion, ability or disability.
- All allegations of abuse are taken seriously and responded to promptly and appropriately.
- Parents and family members are encouraged to take part in club activities, in agreement with the coaches and club management.
- Coaches, parents and other adults who come into contact with children behave in an exemplary manner.
- The management of FK Breznica is responsible for implementing this policy at all levels of the organisation. Its role is to advise, support and assist all club members in applying the policy and related procedures, including responding to specific cases and concerns.

3. Club procedures

3.1 Safer recruitment

FK Breznica selects new staff and volunteers through a process that includes questions and checks to establish whether a candidate is suitable to work with children. These include a certificate of no criminal record and checks with previous employers and listed referees. Safer recruitment covers actions before, during and after selection, so that several safeguards are in place.

3.2 Parental consent and travel

- Parental consent is required for any local or regional transport of children.
- Written parental consent is required for any significant travel, for example trips with overnight stays.
- During overnight stays (away matches, training camps, tournaments), children do not sleep in the same room as the adults supervising them, unless the adult is a relative or has been entrusted with the child's care by the parents.

3.3 Photographs and video

Before children are photographed or filmed, written consent is requested from parents or guardians, at the start of the season or before the event. Parents or guardians inform the club of any change during the season that may affect their consent. FK Breznica informs parents and guardians how images will be used and does not allow their use for any other purpose. The club follows these rules:

- All children shown in FK Breznica publications are appropriately dressed.
- Where possible, images focus on the activity rather than on an individual child.
- Images of children in FK Breznica publications are never accompanied by personal data such as a home address.
- Mobile phones and cameras must not be used in changing rooms.

- Any inappropriate image linked to football is reported to club management.

3.4 Children who are not collected on time

Parents and guardians know that children must be collected no later than 15 minutes after the end of training. If a child is not collected within 15 minutes, the coaching staff use the emergency contact numbers, and at least two members of staff wait with the child until a parent or guardian arrives.

4. Reporting concerns

Although FK Breznica does everything it can to protect children from harm, concerns about possible abuse may arise during training or any other activity. When someone raises a concern about the possible abuse of a child, club management takes responsibility for protecting the child, makes sure the concern is reported correctly and makes sure the right next steps are taken. The interest of the child always comes first.

Club staff know the procedures for reporting concerns to club management and to the authorities. If there is an immediate danger to life, the staff member calls the police first and then informs club management.

Abuse can take many forms. It includes all forms of physical, emotional or psychological and sexual abuse, neglect, violence and exploitation, whether in person or online.

5. Responding to a disclosure or suspicion of abuse

Do:

- If the child is injured or ill, seek medical help. Call the police (122) and ask for advice if you are unsure.
- Tell the child that they were right to confide in you, and reassure them that it is not their fault.
- Be honest about your responsibilities: explain to whom and why you must report what they told you.
- Keep the child informed about what you are doing and when.
- Act: you may be the only person who can prevent further abuse.
- Report the case to the responsible member of club staff (Section 8).
- Write down everything that was said, using the child's own words. Do not record your opinion or your interpretation.
- Inform parents or guardians, unless there is a suspicion that they are involved.

Do not:

- doubt what the child has told you, interrupt or change the subject;
- say anything that makes the child feel responsible for the abuse;
- make promises you cannot keep, including a promise not to share the information with the authorities.

6. Situations of particular risk in football

Physical injuries. Every sport carries some risk of injury, and football is no exception. The wish to succeed and win can lead to children being pushed beyond what is reasonable for their age and ability.

Performance pressure. Winning is an important part of football, but pushing children to perform under extreme pressure can harm them psychologically, emotionally and physically.

Physical care. Changing rooms, showers and situations involving close physical contact, such as physiotherapy and other treatment, can create opportunities for bullying, inappropriate photographs or filming, and sexual abuse.

Overnight trips. Overnight trips carry many potential risks, including inadequate supervision, children going missing, access to alcohol or inappropriate content, misuse of social media, and opportunities for abuse, in particular sexual abuse.

Close relationships. The relationship between a team and its coach and support staff is an important and positive part of football. Many children develop close, trusting relationships with their coaches, who are often significant people in their lives, especially when children lack other supportive adults. Most coaches use this relationship in the best interests of the children, but it can also create opportunities to abuse authority and trust.

7. Code of conduct for working with children

All coaches, staff, external associates and volunteers who work with children in FK Breznica activities follow these rules, which reflect our values:

1. Make the safety and wellbeing of all participants the top priority, and check it at every stage of planning, preparing and running an activity.
2. Respect children and young people regardless of gender, ethnic or social background, origin, language, religion or belief, disability, sexual orientation or any other status, and encourage them to treat others in the same way. Always take into account the age, maturity, understanding and emotional state of each participant.
3. Listen carefully to children when they talk about their needs, wishes, ideas and problems, and take them seriously.
4. Keep a safe and appropriate distance from children and avoid unnecessary physical contact.
5. Use physical contact only where it is truly necessary, for example for teaching a technique or giving first aid. Explain it to the child first, carry it out openly and with the child's consent, and change your approach if the child feels uncomfortable.
6. Keep clear and sufficiently detailed records of every injury, of the treatment given and of the person who gave it.
7. Where possible, make sure more than one adult is present when working with children. Do not spend unnecessary time alone with a child in your care. When groups need supervision in changing rooms, coaches and volunteers work in pairs.
8. Set clear codes of conduct for participants and apply disciplinary measures fairly. Physical punishment and aggressive language are prohibited.
9. Always use appropriate language and behaviour towards all participants, and avoid anything that could be seen as sexual harassment, abuse, provocation or humiliation.
10. Never engage in any form of sexual activity with a child or a vulnerable person. This is prohibited regardless of the legal age of consent and is a breach of this policy.
11. Never supervise or care for children while under the influence of alcohol, illegal drugs or medication that may impair your ability to keep them safe.
12. Always keep professional boundaries, both in person and online.
13. Make sport fun, and promote fairness, peaceful behaviour and fair play.
14. Treat every child equally, with respect and dignity. Do not favour one child or show more interest in one child than in others.
15. Be a good role model: do not smoke, drink alcohol or use drugs in front of children, and always behave politely.
16. Always give encouraging and constructive feedback rather than negative criticism.

8. Contacts

To report a concern or suspicion, or to ask a question about this policy:

- **Designated Safeguarding Focal Point:** Zoran Vuković, President and Head of Coaching Staff, FK Breznica · +382 67 207 521 · fkbreznica@yahoo.com

- Alternate Focal Point: Miljana Rondovi·, Coach (UEFA B licence, UEFA child safeguarding training), author of this policy · rondovic9898@gmail.com
- Emergencies: police 122 · ambulance 124 · European emergency number 112
- Child protection authority: Centre for Social Work Pljevlja and ·abljak, Vuka Karad·i·a 42, Pljevlja · +382 52 301 264 · duty line +382 67 216 222 Email: csrpv@t-com.me
- National child helpline: 116 111 (free and confidential)
- National SOS line for domestic violence survivors: 080 111 111

9. Update October 2026

This section was added when the policy was reviewed in October 2026, in line with the Keeping Children Safe standards (policy, people, procedures, accountability) required by EU-funded projects.

9.1 Online safety and communication

Coaches and staff communicate with children only through official club or team channels that include another adult or the parents, never through private one-to-one messages. Sharing sexual, degrading or humiliating images or messages in team group chats, and any form of online harassment, is a breach of this policy and is handled under Section 4.

9.2 Training and awareness

Every coach, staff member and volunteer reads and signs this policy and the Code of Conduct before starting work with children. The Focal Points hold the UEFA child safeguarding training. The policy is explained to children in age-appropriate language and to parents at the start of each season, and the contact details in Section 8 are displayed at the club and on its website.

9.3 Records and data protection

Concerns and the actions taken are recorded in writing by the Focal Point, stored securely and shared only with those who need to know, in line with the Montenegrin Law on Personal Data Protection.

9.4 Measures for EU-funded projects

In EU-funded projects in which FK Breznica takes part, including the CERV project Fair Play - Safe Minds (FAIRPLAY), the following additional measures apply. Sessions with young people on consent, gender norms and gender-based violence are delivered only by facilitators trained to respond to a disclosure. Before activities start, the club agrees a referral route with the Centre for Social Work Pljevlja and with the national SOS support line for victims of domestic violence (080 111 111). Written informed consent is obtained from parents or guardians of participants under 18, and assent from the young people themselves. Participation is voluntary and any participant may withdraw at any time without consequence.

9.5 Accountability and review

The President of FK Breznica, as its legal representative, approves this policy and is accountable for it. The Focal Point reports to the President at least once a year on its implementation, any concerns raised and lessons learned. The policy is reviewed, and re-approved by the legal representative, every two years.

Approved and signed by the legal representative of FK Breznica on 1 November 2026.

Zoran Vuković, President

Signature: Вуковић Зоран