

# Esports Wales

## Parental Consent & Communication Policy

**Status:** Board approved safeguarding policy

**Applies to:** Directors, Staff, Volunteers, Clubs, Schools, Parents/Carers

**Owner:** Board of Directors

**Safeguarding Lead:** Designated Safeguarding Lead (DSL)

**Board Safeguarding Lead:** Welfare & Safety Lead Director

**Review cycle:** Annual

**Next review due:** 12 months from adoption

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### 1. Purpose

1.1 This policy sets out how **Esports Wales CIC** (“the Company”) obtains, records, and manages **parental/carers consent** and how it communicates with parents and carers in relation to children and young people under the age of 18.

1.2 It exists to:

- ensure parents and carers are fully informed about participation in esports activity
  - protect children through clear consent and communication processes
  - support transparency, trust, and partnership with families
  - ensure compliance with safeguarding, data protection, and duty of care requirements
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### 2. Scope

Policy Number: P0215  
Version Number: 001



Esports Wales CIC: 12372413

2.1 This policy applies to all activities involving minors that are:

- delivered, sanctioned, or recognised by Esports Wales

2.2 This includes (but is not limited to):

- competitions and events
- training, education, and development programmes
- online gameplay and platforms
- live streaming, recording, and content creation
- travel, supervision, and pastoral support

2.3 This policy applies to:

- parents and legal carers
  - children and young people under 18
  - staff, volunteers, coaches, and officials
  - clubs, schools, and delivery partners
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### 3. Safeguarding Principles

Esports Wales is committed to the following principles:

- **Informed Consent** – parents/carers understand what they are agreeing to
  - **Transparency** – clear, honest, and timely communication
  - **Partnership** – working collaboratively with families
  - **Child Centred Practice** – the welfare of the child is paramount
  - **Respect & Choice** – consent can be withdrawn and concerns raised
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### 4. When Parental Consent Is Required

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4.1 Parental/carer consent is required for a child to:

- participate in Esports Wales activities
- take part in online competitions or programmes
- be photographed, filmed, or streamed
- have personal data collected or processed
- take part in travel or off-site activities

4.2 Consent must be obtained **before participation begins**.

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## 5. Types of Consent

5.1 Consent may include:

- participation consent
- online activity consent
- photography, video, and streaming consent
- data processing consent
- medical or emergency information consent

5.2 Consent must be:

- written (digital or physical)
  - specific and clear
  - time-bound where appropriate
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## 6. Involving Children & Young People

6.1 Children and young people should:

- be informed in an age appropriate way

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- understand what participation involves
- be encouraged to express views or concerns

6.2 While parental consent is required, **the wishes and feelings of the child must always be considered.**

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## **7. Recording & Managing Consent**

7.1 All consent records must be:

- accurately completed
- securely stored
- accessible only to authorised individuals

7.2 Consent records must be:

- reviewed periodically
- updated when circumstances change

7.3 Consent may be withdrawn at any time and must be respected promptly.

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## **8. Communication with Parents & Carers**

8.1 Esports Wales is committed to open and timely communication with parents and carers.

8.2 Communication may include:

- information about activities and programmes
- safeguarding policies and contacts
- changes to delivery or arrangements
- welfare or safeguarding concerns



- outcomes of incidents where appropriate
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## 9. Safeguarding Communication

9.1 Parents/carers will be informed of safeguarding concerns **unless**:

- doing so would place the child or others at further risk
- it would compromise a statutory investigation

9.2 Safeguarding communication will be:

- handled sensitively
  - proportionate
  - in line with safeguarding procedures
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## 10. Online Communication

10.1 Communication with parents/carers may occur via:

- email
- official platforms or portals
- school or club communication channels

10.2 Direct communication between staff/volunteers and children must:

- follow Codes of Conduct
  - avoid private or secret communication
  - include oversight where possible
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## 11. Responsibilities

### 11.1 Esports Wales

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- provides clear information and consent processes
- ensures safeguarding standards are met
- maintains accurate records

### **11.2 Staff & Volunteers**

- follow consent and communication procedures
- report concerns promptly
- respect parental involvement

### **11.3 Parents & Carers**

- provide accurate and up-to-date information
  - inform Esports Wales of relevant changes
  - raise concerns where needed
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## **12. Disputes or Concerns About Consent**

12.1 Any dispute or concern relating to consent must be:

- referred to the Designated Safeguarding Lead

12.2 Where necessary:

- participation may be paused
  - safeguarding advice may be sought
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## **13. Confidentiality & Data Protection**

13.1 Parental and child information will be:

- handled confidentially
- processed lawfully and securely

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13.2 Information will only be shared where:

- safeguarding requires it
  - legal or regulatory obligations apply
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#### **14. Linked Policies & Procedures**

This policy must be read alongside:

- **P0201 Safeguarding Policy Statement**
  - **P0202 Safeguarding Children Policy**
  - **P0204 Duty of Care Policy**
  - **P0206 Responding to Safeguarding Concerns Procedure**
  - **P0209 Record Keeping & Information Sharing Procedure**
  - **P0213 Online Safety & Digital Safeguarding Policy**
  - **P0214 Photography, Streaming & Content Policy (Minors)**
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#### **15. Review**

15.1 This policy shall be reviewed:

- annually
  - following safeguarding incidents
  - following changes in law or guidance
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#### **16. Adoption**


16.1 This Parental Consent & Communication Policy was approved by the Board of Directors of **Esports Wales CIC**.

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**Date approved:** \_\_\_02/03/2026\_\_\_

**Signed (Chair):**\_\_\_  \_\_\_

