**SILVER LEVEL CRITERIA FOR PCSOS LABEL**

The Silver Level requires full compliance with all obligations outlined in the Bronze Level and, in addition, aims to institutionalize and expand child protection practices within the organization.

**1. Enhanced Training Practices**

* In addition to basic training, at least one advanced-level training (seminar) must be provided annually to coaches and referees.
* This training must include detailed discussions on the following topics:
	+ Classification of types of violations
	+ Intervention and referral procedures
	+ Communication with children and behavioral guidelines
* At the end of each training, participants must sign a certificate of completion, which must be uploaded to the PCSOS system.

**2. Establishment of a Child Protection Commission**

* The organization must establish a Child Protection Commission composed of at least three members.
* The structure and function of the commission must be defined as follows:
	+ The role descriptions, areas of expertise, and contact details of the members must be published in written form.
	+ The commission must meet at least every three months, and the decisions taken must be documented.
	+ Meeting minutes and activity reports must be uploaded to the PCSOS system.

**3. Activation of Child Protection Officers**

* At least one Child Protection Officer must be actively present at all training sessions, competitions, and sporting events.
* The following documents must be stored in the organization’s archive and uploaded to the PCSOS system:
	+ Training certificates of the officers
	+ Visual evidence of officer presence at events (e.g., photos)
	+ Brief activity reports prepared by the officer after each event

**4. Preparation of a Disciplinary Regulation**

* The organization must develop a Disciplinary Regulation aligned with its child protection procedure.
* This regulation must clearly outline:
	+ Types of prohibited behaviors
	+ Types of sanctions to be applied
	+ Steps in the disciplinary process
* The regulation must also explain how the complaint mechanism will be activated in cases of violations against the code of conduct.

In addition to the Bronze Level requirements, the Silver Level calls for more institutionalized and multi-stakeholder child protection practices. The following documentation and evidence must be provided:

**1. Enhanced Training Practices**

* **Advanced Training Presentation** (PDF or PowerPoint)
	+ Must cover topics such as intervention strategies, support mechanisms, and communication practices.
* **Participant List and Signatures** (PDF or Excel)
	+ Names, roles, and signatures of coaches and referees who attended the training.
* **Training Evaluation Forms** (PDF or Word)
	+ Feedback forms filled out by participants assessing the effectiveness of the training.
* **Training Report** (PDF)
	+ Details of the training such as trainer name, date, content summary, and participant feedback.

**2. Child Protection Commission**

* **Commission Establishment Document** (PDF)
	+ Official decision of the board or equivalent document proving the commission has been established.
* **List of Members and Role Descriptions** (PDF or Word)
	+ Names, roles, expertise, and contact information of commission members.
* **Meeting Minutes** (PDF)
	+ Decisions made, agenda items discussed, and participants involved.
* **Commission Activity Reports** (PDF)
	+ Quarterly summaries of activities, decisions, and implementation outcomes.

**3. Child Protection Officers**

* **Appointment List and Training Certificates** (PDF)
	+ List of designated officers by event or department along with training certificates.
* **Proof of Event Participation** (photos, duty lists)
	+ Photos of officers at events, along with planning or duty documents.
* **Event Reports** (PDF)
	+ Brief evaluation reports prepared by the officer after each event.

**4. Disciplinary Regulation**

* **Regulation Document** (PDF)
	+ A formal document outlining prohibited behaviors, sanctions, and procedures.
* **Announcement Evidence** (photos, notice board images)
	+ Visual proof that the regulation has been shared within the organization.
* **Implementation Records** (if applicable)
	+ Confidential records of complaints, assessments, and decisions related to disciplinary actions, if any have been processed.

**SILVER LEVEL – APPLICATION CHECKLIST**

*(In addition to all Bronze level criteria, the following must also be fulfilled.)*

| **Criteria** | **Description** | **Required Supporting Documents** | **Status (✓ / X)** |
| --- | --- | --- | --- |
| Advanced Training Content | Must include response methods, case studies, communication strategies | Training slides, trainer details |  |
| Advanced Training Participation Records | List of participants with signatures and roles | Excel or PDF |  |
| Training Feedback Forms | Completed evaluation forms from participants | Scanned PDFs |  |
| Child Safeguarding Committee | At least 3 members, with clear roles and regular meetings | Appointment decisions, role descriptions |  |
| Committee Activity Reports | Meeting minutes and decision summaries | PDF reports |  |
| Safeguarding Officers at Activities | Presence of trained officers during all events | Officer training certificates, assignment records |  |
| Post-Event Reports | Brief reports written by safeguarding officers after each event | PDF format, supported with visuals |  |
| Disciplinary Regulation | Document defining prohibited behaviors and sanctions | PDF of the regulation, proof of communication |  |