

Jane Fylan  
Welfare Officer UK Athletics and  
Lead Welfare Officer England  
Athletics



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[jfylan@englandathletics.org](mailto:jfylan@englandathletics.org)

**Key Responsibilities:**

- To provide a welfare service to UKA and undertake the strategic role and responsibilities for the Welfare Lead - England Athletics.
- Manage the Anti Doping; Eating Disorder & Mental Health Athlete Support Pathways.
- Provide support to staff, teams and Affiliated Members via the implementation of EA Disciplinary and Grievance Policies/Procedures.
- Produce and source education material for staff and affiliated athlete members.
- Support Athletics Club Welfare Officers, to fulfill their roles and responsibilities.
- Identify and source online training on Safeguarding; Child Protection and Vulnerable Adults for athletics members in England & Wales.
- Manage the Case Management Process of Disciplinary/Grievance complaints for England Athletics.
- Provide specialist advice and support to the UK Sport/CPSU Steering Group regarding eating disorders/mental health support strategies for Athletes.

Postal Address:  
Athletics Welfare,  
PO Box 332, Sale,  
Manchester, M33 6XL.

Laura Davies  
Welfare Administrator  
0121 713 8450  
[lsd Davies@uka.org.uk](mailto:lsd Davies@uka.org.uk)



**Key Responsibilities:**

- To provide administration support and assist in the implementation and monitoring of current and future Welfare projects and policies for both UKA and EA Lead Welfare Officers.
- Management of the administration for the Disclosure and Barring Service (DBS) processes for UKA and EA.
- Maintaining the correct details on the Trinity IT database systems for DBS certificates.
- Respond to general daily telephone, email and postal enquiries.

David Brown CBE  
Welfare and Lead Safeguarding  
Officer UK Athletics



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**Key Responsibilities**

- Undertake the role of Strategic Lead on Safeguarding, Child Protection and Vulnerable Adults on policies and procedures for athletics in the UK.
- Point of contact for the Statutory Agencies on safeguarding matters.
- Lead signature for UKA as a Disclosure and Barring Service Registered Body.
- Ensure compliance with licencing terms for coaches, officials and tutors in the UK.
- Manage the Case Management Process of Safeguarding and Child Protection complaints, including liaison with Children's Social Care services and the police for UKA.
- Responsible for referring matters to the Independent Safeguarding Authority.
- Firearms licencing manager for UKA, athletics representative to the Firearms Group of ACPO and Home Office.
- Manage the UKA firearms loan scheme.
- Provide welfare information regarding UKAD investigations on behalf UKA & EA.
- Welfare Coordinator for School Games.

We aim to provide you with a continuation of service within office hours,  
if the person you seek is unavailable please feel free to contact any of the other two team members.