

# Safeguarding Risk Assessment Document for (*Templeogue United* )

This risk assessment considers the potential for harm to come to children whilst they are in Templeogue United Football Clubs care. This risk assessment precedes the Child Safeguarding Statement (Section 11 (1b) Children First Act 2015) which is developed following this risk assessment process. In accordance with the requirements of Section 11 (1) of the Children First Act 2015, the risk is of abuse and not general health and safety risk (covered under a separate H&S policy and risk assessment).

Section 11 (1) of the Children First Act 2015 states that where a person proposes to operate as a provider of a relevant service, he or she shall, within 3 months from the date on which he or she commences as such a provider —

(a) Undertake an assessment of any potential for harm to a child while availing of the service (in this section referred to as a “risk”).

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required ...
<b>CLUB &amp; COACHING PRACTICES</b>				
<b>Lack of coaching qualification</b>	<b>L</b>	<ul style="list-style-type: none"> <li>Coach education policy</li> <li>Recruitment policy</li> </ul>	Club	Garda vetting all coaches Training courses Football Development Committee
<b>Supervision issues</b>	<b>M</b>	<ul style="list-style-type: none"> <li>Code of Conduct &amp; Policies</li> <li>Coach education policy</li> </ul>	Club	Ongoing Review Reporting Policy
<b>Unauthorised photography &amp; recording activities</b>	<b>M</b>	<ul style="list-style-type: none"> <li>Code of Conduct &amp; Policies</li> </ul>	Club	FAI Social Media Policy Ongoing Review
<b>Behavioural Issues</b>	<b>M</b>	<ul style="list-style-type: none"> <li>Code of Conduct &amp; Policies</li> <li></li> <li></li> </ul>	Club	Annual Review of Code of Conduct Complaint policy in place
<b>Lack of gender balance amongst coaches</b>	<b>L</b>	<ul style="list-style-type: none"> <li>Recruitment of Coaches</li> <li>Balance in “other volunteers”</li> </ul>	Club	Encouragement of all coaches

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No guidance for travelling and away trips	H	<ul style="list-style-type: none"> <li>Travel/Away trip policy</li> <li>Child Safeguarding Training</li> </ul>	Club	Refer Coaches to FAI Child Welfare Policy Club Policy to be developed Away trips advice & guidance from FDC
Lack of adherence with procedures in Safeguarding policy (i.e. mobile phones, photography, transport, physical contact)	L	<ul style="list-style-type: none"> <li>Code of Conduct &amp; Policies</li> <li>Complaints Policy</li> </ul>	Club	Ensure communication to all Add Complaints Policy to website
<b>COMPLAINTS &amp; DISCIPLINE</b>				
Lack of awareness of a Complaints & Disciplinary policy	H	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> <li>Communications procedure</li> </ul>		Immediate action needed Greater communication required
Difficulty in raising an issue by child & or parent Reason: Covered above		<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> <li>Communications procedure</li> </ul>		<i>Review the communication/responsibilities of the procedure/policy as required</i>
Complaints not being dealt with seriously		<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> </ul>		<i>Ongoing review</i>
<b>REPORTING PROCEDURES</b>				
Lack of knowledge of organisational and statutory reporting procedures	H	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> <li>Coach education policy</li> <li>Code of Conduct</li> </ul>		<i>Make policies and procedures available Include in Safeguarding Training (L1) Include in Coach Education Training</i>
No Mandated Person appointed		<ul style="list-style-type: none"> <li>Statutory Reporting procedures/policy</li> </ul>	<b>NGB level only</b>	

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No Designated Liaison Person Appointed		<ul style="list-style-type: none"> <li>Statutory Reporting procedures/policy</li> </ul>		<i>Train all DLPs</i> <i>Publicise identity of DLPs</i>
Concerns of abuse or harm not reported		<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> <li>Child Safeguarding Training – Level 1</li> </ul>		<i>Include in Safeguarding Training (L1)</i> <i>Publicise names of CCOs, DLPs, MP(s)</i> <i>Publicise internal and external reporting procedures</i>
Not clear who Junior/Young Person should talk to or report to		<ul style="list-style-type: none"> <li>Post the names of CCOs, DLPs and MP</li> </ul>		<i>Communicate in Club</i> <i>Include in Safeguarding Training (L1)</i>
<b>FACILITIES</b>				
Unauthorised access to designated children's practice areas and to changing rooms, showers, toilets etc.	H	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach education</li> </ul>		<i>Clarify responsibilities before session starts</i>
Unauthorised exit from children's areas		<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach education</li> </ul>		<i>Clarify responsibilities before session starts</i>
Photography, filming or recording in prohibited areas		<ul style="list-style-type: none"> <li>Photography policy and use of devices in private areas</li> </ul>		<i>Enforce policy in private changing areas</i>
Missing or found child on site		<ul style="list-style-type: none"> <li>Missing or found child policy</li> </ul>		<i>Refer to policy and inform Gardai</i>
Children sharing facilities with adults e.g. dressing room, showers etc.		<ul style="list-style-type: none"> <li>Safeguarding policy</li> </ul>		<i>Plan with management to create a suitable child centred environment in shared facilities</i>

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required ...
<b>RECRUITMENT</b>				
Recruitment of inappropriate people	H	<ul style="list-style-type: none"> <li>Recruitment policy</li> <li>Vetting procedures</li> </ul>		<i>Ongoing review</i>
Lack of clarity on roles No role descriptions or inadequate role descriptions		<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>		<i>Check job description Put supervision in place</i>
Unqualified or untrained people in role		<ul style="list-style-type: none"> <li>Recruitment policy</li> <li>Safeguarding Training</li> </ul>		<i>Check qualification Ongoing review</i>
<b>COMMUNICATIONS AND SOCIAL MEDIA</b>				
Lack of awareness of 'risk of harm' with members and visitors	H	<ul style="list-style-type: none"> <li>Child Safeguarding Statement</li> <li>Training policy</li> </ul>		<i>Communicate Child Safeguarding Statement</i>
No communication of Child Safeguarding Statement, Safeguarding Policy or Code of Conduct to members or visitors		<ul style="list-style-type: none"> <li>Child Safeguarding Statement – display</li> <li>Code of Conduct - distribute</li> <li>Safeguarding Policy – make available</li> </ul>		<i>Communicate Child Safeguarding Statement Distribute Code or Sections as appropriate (new member info pack, website, club handbook, junior noticeboard, circulation lists)</i>
Unauthorised photography & recording of activities		<ul style="list-style-type: none"> <li>Photography and Use of Images policy</li> </ul>		

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Inappropriate use of social media and communications by under 18's		<ul style="list-style-type: none"> <li>▪ Communications policy</li> <li>▪ Code of conduct</li> </ul>		
Inappropriate use of social media and communications with under 18's		<ul style="list-style-type: none"> <li>▪ Communications policy</li> <li>▪ Code of conduct.</li> </ul>		
<b>GENERAL RISK OF HARM</b>				
Harm not being recognised		<ul style="list-style-type: none"> <li>▪ Safeguarding policy</li> <li>▪ Child Safeguarding Training</li> </ul>		
Harm caused by <ul style="list-style-type: none"> <li>- child to child</li> <li>- coach to child</li> <li>- volunteer to child</li> <li>- member to child</li> <li>- visitor to child</li> </ul>		<ul style="list-style-type: none"> <li>▪ Safeguarding policy</li> <li>▪ Child Safeguarding Training</li> </ul>		
General behavioural issues		<ul style="list-style-type: none"> <li>▪ Code of Conduct</li> </ul>		<i>Take disciplinary action where necessary</i> <i>Sign code of conduct</i>

Explanation of terms used:

- **Potential risk of harm to children** – these are identified risks of harm to children whilst accessing activities in the Club/Region/Province/NGB.
- **Likelihood of harm happening** – the likelihood of the risk occurring in the club/region/NGB measured by you as Low/Medium or High.
- **Required Policy, Guidance and Procedure document** – indication of the policy required to alleviate the risk.

- **Responsibility** – provider should indicate where the responsibility for alleviating the risk lies.
- **Further action...** - indicates further action that might be necessary to alleviate any risk ongoing.

This Risk Assessment document has been discussed and completed by (***Golf Club Name***) on   8   /   3   /2018

Signed:

Signed:

Name:

Name:

Role: (*insert role on Committee*)

Role: Club Children's Officer/Designated Liaison Person

Date:

Date: