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| **Gaelic Games Associations’ - Child Safeguarding Risk Assessment Procedure 2018** | **Name of Club:** |

**INTRODUCTION:** Following the commencement of recent child welfare legislation and the upgrading of our Code of Behaviour (Underage) we wish to inform all Clubs that a Child Safeguarding Risk Assessment procedure must now be undertaken by the Gaelic Games Associations in relation to the potential for harm and abuse that could come to children while they are in our care and attending our games and activities. Once this has been completed at Club, County and National levels we are obliged to publically display a Child Safeguarding Statement that outlines the procedures in place that ensure, as far as practicable, that a child participating in our activities is safe from harm.

Where one overall Committee at Club level caters from the promotion of our games at Club level then you are only obliged to complete one risk assessment procedure. Where a Club has more than one Committee, e.g. a GAA Committee, or Camogie or LGFA Committee, then each committee must complete their own risk assessment. However, a joint Child Safeguarding Statement can be issued by the Club thereafter on behalf of all Associations in the Club.

Previous experiences show that discussions on the risk of harm to children in our care inevitably leads to a greater awareness of the child safeguarding measures we undertake in our day-today work in the Gaelic Games Associations. Such discussions also draw attention to our child safeguarding policies, the activities we provide and the legislation that is in place to assist us in our roles. Each unit e.g. Club, must now discuss and complete this procedure at Club Executive level and must record, sign and date when this took place and furnish a copy of the completed document to their County Children’s Officer.

Carrying out a risk assessment procedure shall now be an annual requirement and while it may be seen as having emerged due to recent legislative requirements our Associations have agreed that this procedure and the follow up displaying of a joint Gaelic Games Child Safeguarding Statement shall now become a mandatory requirement for Clubs and Counties on an all-Ireland basis. This year we are obliged to complete the process by 11 March 2018.

As this is the first year for the risk assessment procedure you will note that each column in the following pages contains prepared text. However you may amend the text by agreement at Club level or you may identify additional columns for inclusion under each heading that may be particularly relevant to your Club. A glossary of terms and an explanation of each heading is contained on page 6 of this Risk Assessment document which may assist you when completing this document.

One column, ‘Likelihood of it happening L/M/H’ remains to be completed. You should discuss this column and identify as a High, Medium or Low risk the likelihood of risk of harm happening if your Club fails to adequately address the risks as contained under each such heading in column 1, on the left hand side of each page. When reviewing this document we are reminded that the risk assessment procedure and the subsequent Gaelic Games Child Safeguarding Statement relates to the potential risk of abuse and harm to children when participating in our games and attending our events and not general health and safety risks which shall be covered under your separate H & S policy. Once this risk assessment process has been completed you must display the Gaelic Games Child Safeguarding Statement in a prominent position in your premises or where possible in the external facilities you may also use. You may download the Gaelic Games Child Safeguarding Statement at <http://ladiesgaelic.ie/club/code-of-ethics/code-of-ethics-2/child-safeguarding-statements/>

**National Safeguarding Committee 2018**

**Gaelic Games Associations’ – Child Safeguarding Risk Assessment 2018 - CLUBS**

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| **The potential risk of harm and abuse of children under each of the headings below is high.**  | **Indicate the likelihood of any of the potential risks of harm occurring by rating them High Medium or Low** | **Reference to Policy, Guidance and Procedure** | **Who is responsible at** **Club level?** | **Further action required …** |
| **CLUB & COACHING PRACTICES** |  |  |  |  |
| **Club coaches and other personnel with no child safeguarding training** | **H** | * Safeguarding Level 1 – Child Protection in Sport Awareness Workshop
 | Children’s Officer (CO)Coach Club Executive | *Arrange training**Seek verification of attendance* |
| **Club coaches with no coaching qualification** |  | * Coach education policy
* Recruitment policy
 | Club ExecutiveCoaching Officer | *Proof of qualification to be confirmed* |
| **Relevant Club personnel not vetted/no background checks**  |  | * Code of Behaviour Ref: Recruitment Section
 | Club CommitteeChildren’s Officer | *Review ongoing*  |
| **Poor Practice****Inadequate Supervision****Lack of supervision ratios** |  | * Code of Behaviour (Underage) Ref: Coaching section
* Supervision policy/ratios
* Coach education policy
* Safeguarding Level 1
 | Club Executive | *Review ongoing* |
| **Lack of adherence to procedures e.g. use of mobiles, texting, transport rules, photography.** |  | * Code of Behaviour Ref: Social Media section
 | CoachChildren’s Officer | *Review ongoing*  |

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| **No guidance on travelling and away trips** |  | * Code of Behaviour Ref: Travelling and away trips sections
 | Club Committee and event organisers | *Travelling and away trips sections* |

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| **Lack of adherence with miscellaneous procedures in our safeguarding practices (i.e. mobile, photography, transport)**  |  | * Safeguarding policy
* Complaints & disciplinary policy
 | Person in chargeJuvenile CommitteeChildren’s Officer | *Ongoing review* |
| **COMPLAINTS & DISCIPLINE** |  |  |  |  |
| **No awareness of complaints & disciplinary policy or procedures** | **H** | * Code of Behaviour Ref: Dealing with Breaches of Code Section
 | Club Executive | *Immediate action required to highlight section* |
| **Complaints not being dealt with appropriately** |  | * Complaints & Disciplinary procedure/policy
 | Club Executive | *Ongoing review* |
| **REPORTING PROCEDURES** |  |  |  |  |
| **No organisational reporting procedures** **Lack of knowledge of statutory reporting procedure****Lack of knowledge of procedures****Failure to report concerns or allegations of harm or abuse** | **H** | * Reporting procedures/policy
* Coach education policy
* Code of Behaviour Ref: Reporting Child Abuse Concerns Section
 | National Safeguarding Committee Mandated ParsonDLPs Club ExecutiveOther relevant Club personnel | *Make policies and procedures available**Include in Safeguarding Training (L1)**Include in Coach Education Training* |
| **National Mandated Person (MP)*** **Not appointed**
* **No knowledge of MP**
 |  | * Guidelines for Dealing with Allegations & Concerns of Abuse
* Code of Behaviour Ref: Reporting Child Abuse Concerns Section
 | Central CouncilNational Safeguarding Committee | *Publicise identity of Mandated Person**Train Mandated Person in their role* |
| **No Club Designated Liaison Person (DLP) appointed** |  | * Guidelines for Dealing with Allegations & Concerns of Abuse
* Code of Behaviour
 | Club ExecutiveCounty DLPNational Safeguarding Committee | *Appoint and train DLP* *Publicise identity of DLP* |
| **Concerns of abuse or harm not reported** |  | * Reporting procedures/policy
* Child Safeguarding Training – Level 1
 | Mandated PersonDLP at Club, County and National levels Club Executive | *Include in Safeguarding Training (L1)**Publicise names of CCOs, DLPs, MP(s)**Publicise internal and external reporting procedures*  |
| **Not clear who Young Person (YP) should talk to or report to at Club level** |  | * Code of Behaviour

Ref: Reporting Child Abuse Concerns | Club Executive Children’s OfficerClub DLP | *Make names of CO, DLP and national MP known**Communicate this at all levels**Include in Child Safeguarding Training (L1)* |
| **FACILITIES** |  |  |  |  |
| **Unauthorised access to changing rooms, showers, toilets etc. while in use by children.** | **H** | * Code of Behaviour Ref: Supervision policy
 | Committees and Persons in chargeClub ExecutiveChildren’s Officer | *Clarify responsibilities before session starts* |
| **Children sharing facilities with adults e.g. dressing room, showers, warm up areas etc.**  |  | * Code of Behaviour (Underage)
 | Committees and Persons in chargeClub ExecutiveChildren’s Officer | *Plan with facilities management to create a suitable child centred environment In shared facilities* |
| **Unauthorised photography, filming or recording**  |  | * Photography policy and use of devices in private zones
 | Committees and Persons in charge | *Enforce policy in private changing and wet areas* |

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| **Missing or found child on site** |  | * Code of Behaviour (Underage)
 | Committees and Persons in charge | *Make personnel aware of procedures* |
| **RECRUITMENT**  |  |  |  |  |
| **Recruitment of inappropriate people** | **H** | * Code of Behaviour Ref: Recruitment Section
 | Club CommitteeChildren’s OfficerCoaching Officer | *Review on an ongoing basis* |

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| **Relevant Club personnel not vetted/no background checks**  |  | * Code of Behaviour Ref: Recruitment Section
 | Club CommitteeChildren’s Officer | *Review on an ongoing basis* |

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| **No role description or inadequate role descriptions** |  | * Code of Behaviour Ref: Recruitment Section
 | Club CommitteeChildren’s Officer Coaching Officer | *Check role description**Put supervision in place*  |
| **Unqualified people in roles** |  | * Code of Behaviour Ref: Recruitment Section
* Safeguarding 1
 | Club CommitteeChildren’s OfficerCoaching Officer | *Check qualification* *Review on an ongoing basis* |

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| **Lack of awareness of ‘risk of harm’ with members and visitors**  |  | * Child Safeguarding Statement
* Training policy

  | National Safeguarding CommitteeClub CommitteeDLPsChildren’s Officer | *Communicate Child Safeguarding Statement*  |

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| **COMMUNICATIONS**  |  |  |  |  |
| **No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors** | **H** | * Child Safeguarding Statement
* Code of Behaviour - distribute
 | Club CommitteeDLPsChildren’s Officer | *Display and Communicate Child Safeguarding Statement* *Distribute Code or Sections as appropriate* |

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| **Unauthorised photography, recording of activities etc.** |  | * Code of Behaviour - Ref: Photography, images section
* Child Safeguarding Training L1
 | Club ExecutiveChildren’s OfficerTeam coaches | *Enforce policy* *Review on an ongoing basis* |

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| **Inappropriate photography & recording activities**  |  | * Code of Behaviour – Ref Photography ,images section
* Child Safeguarding Training – Level 1
 | Committee and persons in chargeChildren’s OfficerTeam coaches | *Enforce policy* *Review on an ongoing basis* |
| **Underage players inappropriately accessing/using computers, social media, phones and other devices while at Gaelic Games Association activities** |  | * Communication section in Code of Behaviour (Underage)
* Child Safeguarding Training – Level 1
 | Committee and persons in charge | *Enforce policy* *Review on an ongoing basis* |
| **Inappropriate communications with underage players via social media, texting, digital device or other manner** |  | * Communication section in Code of Behaviour (Underage)
* Child Safeguarding Training – Level 1
 | Club ExecutiveChildren’s OfficerTeam coaches | *Enforce policy* *Review on an ongoing basis* |

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| **GENERAL RISK OF HARM** |
| **Harm not being recognised** |  | * Safeguarding policies
* Child Safeguarding Training
 | DLPChildren’s OfficerMandated PersonTeam coaches | *Emphasise and implement policy* *Review on an ongoing basis* |
| **Harm caused by** * **child to child**
* **coach to child**
* **member to child**
* **visitor to child**
 |  | * Safeguarding policies
* Child Safeguarding Training
 | DLPsChildren’s OfficerMandated PersonTeam coaches | *Emphasise and implement policy* *Review on an ongoing basis* |
| **General behavioural issues** |  | * Code of Behaviour (Underage)
 | Team coachesChildren’s Officers | *Take disciplinary action where necessary**Sign Code of Behaviour*  |

**This Risk Assessment Procedure was discussed at the Executive Committee of ­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Club) on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date)**

**Club Chairperson: Club Children’s Officer:**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Glossary of Terms and Explanation of Headings and Terminology**

* **Potential risk of harm and abuse to children**

These include concerns, poor practices, failures to implement policy that are classified as areas of potential high risks of harm to children

* **Likelihood of it happening Rate as Low/Medium/High**

Committee should examine the likelihood of any of these risks occurring, how serious the consequences could be and rate them High, Medium, Low

* **Reference to Policy, Guidance and Procedure**

These are the policies, codes, guidance we have in place that if implemented could alleviate the risks

* **Who is responsible at Club/County/National?**

Who is responsible for ensuring that the relevant policy etc. is implemented?

* **Further action required**

This heading allows us to record how the response may be implemented or if need be how it can be monitored or reviewed and if target dates or completion dates are required to address any issues that arose as part of the Risk Assessment process

* **Coach**: includes coaches/managers/ trainers or others involved in the running of an underage team
* **Committee**: Can refer to Club Executive, Bord na nÓg or Coiste na nÓg, County Committee or Committee in charge
* **Code of Behaviour (Underage)**: Also referred to as ‘Code’ replaces the previous Code of Best Practice in Youth Sport from 1 March 2018
* **Guidelines for Dealing with Allegations & Concerns of Abuse**

The current guidance that directs Clubs and County Committees when dealing with allegations or concerns of abuse. Currently under review.

* **Child Safeguarding Training:** Safeguarding Level 1 – Child Protection in Sport Awareness Workshop, Safeguarding Level 2 – Children’s Officer Workshop and Safeguarding Level 3 – Designated Liaison Person Workshop
* **Child Safeguarding Statement**: This is an agreed Child Safeguarding Statement from all of the Gaelic Games Associations. Once agreed it can be amended and must be signed by the Children’s Officer. It must be put on display in a prominent position in your premises or where possible in the external facilities you may use in the promotion of our games and activities with children.
* **Children’s Officer:** This Officer, appointed by Club and County Committees has a wide range of responsibilities including ensuring that all aspects of the Code of Behaviour (Underage) are implemented, that those working with children are vetted and have attended child safeguarding training. The Children’s Officers shall be the Association’s relevant persons or first points of contact in respect of the Child Safeguarding Statement
* **Designated Liaison Person:** The DLP is responsible for ensuring that reporting procedures are followed and known at Club level
* **Mandated Person:** The LGFA mandated, person who has a legal obligation to report harm of children as per legislation, is Paula Prunty. Contact: mandatedperson@lgfa.ie.