**Gaelic Games Associations’ – Child Safeguarding Risk Assessment 2021 – Clubs**

**Frequently Asked Questions**

**Version 1 – 30th April 2021**

*A Chairde,*

*As you have been made aware, all units must conduct a Risk Assessment & Child Safeguarding Statement to be submitted by 31st May 2021. Completed documents are to be uploaded here:* [*https://forms.office.com/Pages/ResponsePage.aspx?id=hrxFrNSvpUKfwz6H4bd\_zky\_0LfFg99NieH5bikZxqpUOVFIM0NOWEhTTlZCWElZU0VCUkpMQ1A2RS4u*](https://forms.office.com/Pages/ResponsePage.aspx?id=hrxFrNSvpUKfwz6H4bd_zky_0LfFg99NieH5bikZxqpUOVFIM0NOWEhTTlZCWElZU0VCUkpMQ1A2RS4u)

***Before submitting the Risk Assessment document, please ensure that your Child Safeguarding Statement is attached.***

*Please note: The Microsoft Form will not accept submissions until Friday 7th May 2021. All responses must be submitted by* ***5.00pm May 31st, 2021.***

*Please note, the onus is on the Club completing the form to ensure that all information supplied through the Risk Assessment & Child Safeguarding Statement is true & accurate. Information supplied may be subject to quality assurance follow up by the Gaelic Games Associations or statutory authorities.*

*If your queries have not been answered in the below FAQ document, please do not hesitate to contact us at* *safeguardingriskassessment@gaa.ie*

*Le meas,*

*National Child Safeguarding Committee*

**Frequently Asked Questions**

**Q1.** **I could not attend the Information webinar on 26th April. Is there anywhere I can view this?**

Please see webinar recording link below, however, please note that there have been a few minor changes since the webinar took place (i.e. – some ‘risks’ have been transferred to different sections)

<https://youtu.be/WEbY3wpNFmk>

**Q2. What is a Risk Assessment?**

A risk assessment is an exercise we carry out where our Clubs, County Committees, and each of our Associations at national level examine all aspects of our service from a safeguarding perspective and establish whether there are any practices or features of the service, whether they be games, training, other activities for children, or the recruitment of coaches & mentors, that have the potential to put children at risk.

**Q3. What is a Child Safeguarding Statement?**

a Child Safeguarding Statement that outlines the policies and procedures which are in place to manage and minimise the risks that have been identified. You may download the Gaelic Games Child Safeguarding Template Statement at <http://www.gaa.ie/the-gaa/child-welfare-and-protection/children-first>.

**Q4. How often must we carry out a Risk Assessment & develop a Child Safeguarding Statement?**

All units are required to conduct a Risk Assessment & develop a new Child Safeguarding Statement every 2 years. The next Assessment will take place in early 2023.

**Q5. I am the Club Children’s Officer, but I don’t have an official Gaelic Games email address. How do I submit the form?**

Club Secretaries can submit the form if a Children’s Officer does not have an official email.

**Q6. Where do Children’s Officers get the official email address?**

GAA Club Children’s Officer are avail of the official email address whereby their club chairperson or secretary can email mail.support@gaa.ie using their official GAA email address. The Children’s Officer email address will then be created, and a temporary password issued which can be passed onto the club children’s officer.

**Q7. Who completes the Risk Assessment & signs off on the Child Safeguarding Statement?**

The Risk Assessment must be discussed and adopted at a Club Executive Committee Meeting and must be signed by both the Club Chairperson & Club Children’s Officer. Once completed, Clubs are required to develop a Child Safeguarding Statement to be put on prominent display (e.g., on Club social media, website, clubhouse etc.)

**Q8. There are 3 sections in my club – GAA, Camogie & LGFA. How many Risk Assessment/Child Safeguarding Statements must we produce?**

Within a Gaelic Games Club, i.e., where one overall Committee operates then you are only obliged to complete **one** risk assessment procedure and develop one Child Safeguarding Statement for that club.

Where a Club has more than one Committee, e.g., a GAA Committee, and Camogie or LGFA Committee, then **each Committee (section)** must complete their own risk assessment and develop a Child Safeguarding statement.

**Q9. What about Independent teams?**

Where an Independent Team involving players registered with two or more Clubs exists, specific Governance Guidelines apply. Each Club Executive must agree to form a joint sub-committee of equal membership to run the Independent team. They must also agree to appoint a Children’s Officer for the Independent Team.

The Children’s Officer shall complete the Child Safeguarding Risk Assessment process on behalf of the Independent Team and shall submit it along with a draft Child Safeguarding Statement for adoption to the sub-committee appointed to run the Team.  The sub-committee shall be responsible for sharing the agreed Child Safeguarding Risk Assessment and the Child Safeguarding Statement with the relevant Club Executives.

**Q10. Can we amend the Risk Assessment and Child Safeguarding Statement to make it more relevant to our club?**

Clubs can, and are encouraged, to amend the Risk Assessment and/or Safeguarding Statement templates where applicable. However, please note that the Risk Assessment procedure relates to the potential risk of abuse & harm to children and not general Health & safety risks

**Q11. How do we fill in the ‘Likelihood of it happening Low/Medium/High’ column?**

Clubs should discuss the ‘Likelihood of it happening Low/Medium/High’ column and identify if the likelihood of a risk of harm happening if your Club fails to adequately address the risks identified as High, Medium, or Low.

**Q12. I submitted the wrong document. Can I re-submit a new document?**

Yes, but please contact your County Children’s Officer and make them aware that the first submission was incorrectly submitted and to only ‘approve’ the new and most up to date document.

**Q13. My club use the title Child Welfare Officer and not Children’s Officer. Is this ok?**

Straight answer is that it is not ok. We do not have a role, or an Officer titled Child Welfare Officer. Your Club may have been well meaning in using it, but it could send the wrong signals as the word ‘welfare’ has a wider meaning not to mention the confusion it could cause with player welfare. We also do not use the title ‘Youth Officer’.

**Q14. A new Code of Behaviour is being released in June 2021. Where can I find the most up to date Policy?**

The most up to date policy & guidance documents can be found here: <https://www.gaa.ie/the-gaa/child-welfare-and-protection/> The current Code of Behaviour (Underage) is the Code that is referred to throughout the Risk Assessment and Child Safeguarding process.

**Q15. What is a Mandated Person?**

A Mandated Person has a legal obligation to report harm of children as per legislation. There are 4 mandated persons employed for the purpose of performing the child welfare & protection functions within each of our Associations in accordance with their safeguarding employment roles :

**GAA/Rounders:** Gearóid Ó Maoilmhichíl - mandatedperson@gaa.ie.

**LGFA:** Paula Prunty - mandatedperson@lgfa.ie

**Camogie:** Roberta Farrell - mandatedperson@camogie.ie

**Handball:** John Kelly – mandatedperson.handball@gaa.ie

As per the Children First Act and the requirements of our Child Safeguarding Statement, each Club is required to maintain a list of members who, if known, and in accordance with the Children First Act 2015 are specified as mandated persons, regardless of what role (if any), they hold in the Club (i.e., teachers, Gardaí etc.)

**Q16. Can I print the Child Safeguarding Statement on A4 size paper?**

The Child Safeguarding Statement must be printed in A3 size as not all content will fit on A4.