



## Child Safeguarding Statement

Swim Ireland provides aquatic sporting activities and opportunities for young people through participation in clubs, regional/provincial events and through our national teams. Swim Ireland and our Club is committed to safeguarding children. Our Club operates under the guidance of the Swim Ireland Safeguarding Policies and all staff, both volunteers and employed who work with our young people, seek to create a safe environment for young people to participate in their sport.

This Club's written Risk Assessment document indicates the areas of potential risk of harm, the likelihood of the risk occurring, and gives the required policy, guidance or process documents require to alleviate these risks. The identified risks are listed in the Risk Assessment under the following headings: Club and Coaching Practices; Complaints & Discipline; Reporting Procedures; Use of Facilities; Recruitment; Communications; and General Risk of Harm.

The Club Risk Assessment was undertaken on 12<sup>th</sup> March 2018 (date)

This Club's Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015, (the Children First: National Guidance, and Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice).

Our Club operates in line with the Swim Ireland Safeguarding Policies. There are, in addition to our Risk Assessment document described above, further procedures that support our intention to safeguard children while they are availing of our activities:

- Procedures for the management of allegations of abuse or misconduct by staff or volunteers against a child availing of our activities
- Procedures for the safe recruitment of staff and volunteers to work with children in our activities
- Procedures for access to child safeguarding training and information, including the identification of the occurrence of harm
- Procedure for reporting of child protection or welfare concerns to Statutory Authorities

The Mandated Person for Swim Ireland is:

Kate Hills, contact phone: 0868560672; contact mail: [children@swimireland.ie](mailto:children@swimireland.ie)

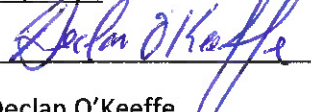
We recognise that implementation is an ongoing process. Our Club is committed to the implementation of this Child Safeguarding Statement and the procedures that support our intention to keep children safe from harm while availing of our activities.

This Child Safeguarding Statement will be reviewed every two years from the date of signing.

### Contact details for Club

Name: Michael Callanan Email: FermoySwimclub@gmail.com Phone: 0876492227

### Club Chairperson

Signed:  Date: 13<sup>th</sup> March 2018  
Name: Declan O'Keeffe Phone no: 086 309 6558

### Club Children's Officer (Relevant Person)

Signed:  Date: 13<sup>th</sup> March 2018  
Name: Marcella McMahon Phone no: 0868038127

For queries on this Child Safeguarding Statement, please contact the Club Children's Officer (details above)



## **Risk Assessment for Fermoy Swim Club (Club)**

Under the requirements of Section 11 (1) of the Children First Act 2015 our Club operates as a provider of a relevant service to children and young people, where we are required to undertake an assessment of any potential for harm (referred to as 'risk') to a child while availing of our service.

This Risk Assessment considers the potential for harm to come to children and young people whilst they are in the care of our Club based on the risk of abuse and not general health and safety risk (covered under a separate H&S policy and risk assessment). The subsequent Child Safeguarding Statement (Section 11 (1b) Children First Act 2015) is based on this Risk Assessment and will be completed/updated following this Risk Assessment.

### **Instructions for completion of this Risk Assessment**

The Risk Assessment must be discussed and completed at Committee level and then signed by an Officer on the committee and the Club Children's Officer. The discussion, completion and subsequent signing must be recorded in the minutes of the meeting. The Secretary of the Club should then upload a copy of the signed Risk Assessment to the Club profile on the Membership database.

There are five headings used in the Risk Assessment with the following explanation:

**Potential risk of harm to children** – these are identified risks of harm to children whilst accessing activities in the Club

**Likelihood of risk happening** – the likelihood of the risk occurring in the Club 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

Potential risk of harm to children	Likelihood of risk happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
<b>CLUB &amp; COACHING PRACTICES</b>				
Lack of required qualification for role, e.g. coaching, team manager, CCO etc	L	<ul style="list-style-type: none"> <li>Recruitment policy</li> <li>Training policy</li> <li>Role requirements including coach/teacher education</li> </ul>	Club Committee Head Coach Lead Team Manager	<i>Proof of qualification to be confirmed</i>
Supervision issues	L	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach/teacher education</li> <li>Team Manager education</li> </ul>	Club Committee	<i>Ongoing review</i>
Unauthorised photography & recording activities	L	<ul style="list-style-type: none"> <li>Photography &amp; Filming policy</li> </ul>	Club Committee Responsible Person	<i>Ongoing review</i>
Behavioural Issues	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Level 1 (min)</li> <li>Complaints &amp; Disciplinary procedures</li> </ul>	Club Committee Responsible Person CDC	<i>Ongoing review</i>
Lack of gender balance amongst club personnel	L	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach/teacher education</li> <li>Team Manager education</li> </ul>	Club Committee Head Coach Lead Team Manager	<i>Ongoing review</i>
No guidance for travelling and away trips	L	<ul style="list-style-type: none"> <li>Travel/Away trip policy</li> <li>Child Safeguarding Training</li> </ul>	Club Committee	<i>Ongoing review</i>
Lack of adherence with misc. procedures in Safeguarding policy	L	<ul style="list-style-type: none"> <li>Safeguarding Policy</li> <li>Complaints &amp; Disciplinary procedures</li> </ul>	Club Committee Responsible Person	<i>Ongoing review</i>
<b>COMPLAINTS &amp; DISCIPLINE</b>				
Lack of awareness of a Complaints & Disciplinary policy	L	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure</li> <li>Communications procedure</li> </ul>	Club Committee CDC	<i>Immediate action needed Greater communication required</i>
Difficulty in raising an issue by child & or parent Reason: Covered above	L	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure</li> <li>Communications procedure</li> </ul>	Club Committee CCO	<i>Review the communication/responsibilities of the procedure/policy as required</i>
Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure</li> </ul>	Club Committee CCO CDC	<i>Ongoing review</i>

Potential risk of harm to children	Likelihood of risk happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
<b>REPORTING PROCEDURES</b>				
Lack of knowledge of organisational and statutory reporting procedures	L	<ul style="list-style-type: none"> <li>Reporting procedures</li> <li>Coach/teacher education</li> <li>Code of Conduct</li> </ul>	Club Committee CCO	Make reporting procedure known Include in Safeguarding L1 Include in Club personnel training
No Mandated Person appointed	L	<ul style="list-style-type: none"> <li>Reporting procedures</li> </ul>	Swim Ireland	Publicise identity of Mandated Person
No DLP appointed	L	<ul style="list-style-type: none"> <li>Reporting procedures</li> </ul>	Club Committee	Train DLP Publicise identity of DLP
Concerns of abuse or harm not reported	L	<ul style="list-style-type: none"> <li>Reporting procedures</li> <li>Safeguarding Training L1</li> </ul>	Club Committee CCO CDC	Include in Safeguarding L1 Publicise names of CCO, DLP, MP Publicise reporting procedures
Not clear who YP should talk to or report to	L	<ul style="list-style-type: none"> <li>Display the names of CCO and MP</li> </ul>	Club Committee CCO	Publicise names of CCO and MP Include in Safeguarding L1
<b>FACILITIES</b>				
Unauthorised access to designated young people's areas e.g. changing rooms	L	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach/teacher education</li> </ul>	Club Committee Responsible Person	Clarify responsibilities before session starts
Unauthorised departure from club activities	L	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach/teacher education</li> </ul>	Responsible Person	Clarify responsibilities before session starts
Photography, filming or recording in prohibited areas	L	<ul style="list-style-type: none"> <li>Photography &amp; Filming policy</li> </ul>	Responsible Person	Enforce policy in changing and wet areas
Missing or found child on site	L	<ul style="list-style-type: none"> <li>Supervision policy</li> </ul>	Responsible Person	Refer to policy and inform Gardaí/PSNI
Children sharing facilities with adults e.g. dressing room, showers etc.	M	<ul style="list-style-type: none"> <li>Safeguarding policy</li> </ul>	Club Committee CCO Responsible Person	Plan with facilities management to create a suitable child centred environment in shared facilities
<b>RECRUITMENT</b>				
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	Club Committee	Ongoing review
Lack of clarity on roles	L	<ul style="list-style-type: none"> <li>Recruitment policy</li> <li>Role descriptions document</li> <li>Training</li> </ul>	Club Committee	Check job description Put supervision in place
Unqualified or untrained people in role	L	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	Club Committee Responsible Person	Check qualification Ongoing review

Potential risk of harm to children	Likelihood of risk happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
<b>COMMUNICATIONS AND SOCIAL MEDIA</b>				
Lack of awareness of 'risk of harm' with members and visitors	L	<ul style="list-style-type: none"> <li>Child Safeguarding Statement</li> <li>Training policy</li> <li>Communications procedure</li> </ul>	Club Committee CCO Responsible Person	Display Child Safeguarding Statement
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	L	<ul style="list-style-type: none"> <li>Child Safeguarding Statement</li> <li>Code of Conduct</li> </ul>	Club Committee	Display Child Safeguarding Statement Distribute Safeguarding Policy as appropriate
Unauthorised photography & recording of activities	L	<ul style="list-style-type: none"> <li>Photography &amp; Filming policy</li> </ul>	Club Committee Responsible Person	Ongoing review
Inappropriate use of social media and communications by under 18's	M	<ul style="list-style-type: none"> <li>Communications policy</li> <li>Code of conduct</li> </ul>	Club Committee	Ongoing review
Inappropriate use of social media and communications with under 18's	L	<ul style="list-style-type: none"> <li>Communications policy</li> <li>Code of conduct</li> </ul>	Club Committee CCO Responsible Person	Ongoing review
<b>GENERAL RISK OF HARM</b>				
Harm not being recognised	L	<ul style="list-style-type: none"> <li>Safeguarding Policy</li> <li>Safeguarding L1</li> </ul>	Club Committee All Club personnel	Ongoing review
Harm caused by - child to child - adult to child	L	<ul style="list-style-type: none"> <li>Safeguarding Policy</li> <li>Safeguarding L1</li> </ul>	Club Committee All Club personnel	Ongoing review
General behavioural issues	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Complaints and Disciplinary procedures</li> </ul>	Club Committee	Take disciplinary action where necessary Sign code of conduct

This Risk Assessment document has been discussed and completed by Fermoy Swim Club (Club) on 12 /03 /2018

Signed:



Name:

Michael Callanan

Signed:



Name: Marcella McMahon

Role: (insert role on Committee)

Secretary

Role: Club Children's Officer

Date:

12/03/2018

Date: 12/03/2018