



Risk Assessment for NDW/SC (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 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

This Risk Assessment document has been discussed and completed by North Dublin WSC__ (Club) on 13/02/2018

Signed:

Name: Eoin Boyle

Role: Secretary

Date:

26.2.18

Signed:

Name: Katy Egan

Role: Club Children's Officer

Date:

26.2.18

Potential risk of harm to children	Likelihood of risk happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
CLUB & COACHING PRACTICES				
Lack of required qualification for role, e.g. coaching, team manager, CCO etc	L	<ul style="list-style-type: none"> Recruitment policy Training policy Role requirements including coach/teacher education 	Club Committee Head Coach Lead Team Manager	<i>Proof of qualification to be confirmed</i>
Supervision issues	L	<ul style="list-style-type: none"> Supervision policy Coach/teacher education Team Manager education 	Club Committee	<i>Ongoing review</i>
Unauthorised photography & recording activities	L	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Responsible Person	<i>Ongoing review</i>
Behavioural Issues	L	<ul style="list-style-type: none"> Code of Conduct Safeguarding Level 1 (min) Complaints & Disciplinary procedures 	Club Committee Responsible Person CDC	<i>Ongoing review</i>
Lack of gender balance amongst club personnel	M	<ul style="list-style-type: none"> Supervision policy Coach/teacher education Team Manager education 	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"> Travel/Away trip policy Child Safeguarding Training 	Club Committee	<i>Ongoing review</i>
Lack of adherence with misc. procedures in Safeguarding policy	L	<ul style="list-style-type: none"> Safeguarding Policy Complaints & Disciplinary procedures 	Club Committee Responsible Person	<i>Ongoing review</i>
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure Communications procedure 	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"> Complaints & Disciplinary procedure Communications procedure 	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"> Complaints & Disciplinary procedure 	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	Further action required ...
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	L	<ul style="list-style-type: none"> Reporting procedures Coach/teacher education Code of Conduct 	Club Committee CCO	Make reporting procedure known Include in Safeguarding L1
No Mandated Person appointed	L	<ul style="list-style-type: none"> Reporting procedures 	Swim Ireland	Publicise identity of Mandated Person
No DLP appointed	L	<ul style="list-style-type: none"> Reporting procedures 	Club Committee	Train DLP Publicise identity of DLP
Concerns of abuse or harm not reported	L	<ul style="list-style-type: none"> Reporting procedures Safeguarding Training L1 	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"> Display the names of CCO and MP 	Club Committee CCO	Publicise names of CCO and MP Include in Safeguarding L1
FACILITIES				
Unauthorised access to designated young people's areas e.g. changing rooms	M	<ul style="list-style-type: none"> Supervision policy Coach/teacher education 	Club Committee Responsible Person	This relates to the fact that the club uses communal changing rooms. These have access to people using the facilities that are not club members. E.g. NAC members using the swimming pool.
Unauthorised departure from club activities	L	<ul style="list-style-type: none"> Supervision policy Coach/teacher education 	Responsible Person	Clarify responsibilities before session starts
Photography, filming or recording in prohibited areas	M	<ul style="list-style-type: none"> Photography & Filming policy 	Responsible Person	The committee recommends that this is low if it relates to the changing room areas. However this is not the responsibility of the committee, it is the responsibility of the pool manager.
Missing or found child on site	L	<ul style="list-style-type: none"> Supervision policy 	Responsible Person	Refer to policy and inform Garda/PSNI
Children sharing facilities with adults e.g. dressing room, showers etc.	M	<ul style="list-style-type: none"> Safeguarding policy 	Club Committee CCO Responsible Person	We use public facilities as do all clubs.
RECRUITMENT				

Potential risk of harm to children	Likelihood of risk happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> Recruitment policy 	Club Committee	Ongoing review
Lack of clarity on roles	L	<ul style="list-style-type: none"> Recruitment policy Role descriptions document Training 	Club Committee	Check job description Put supervision in place
Unqualified or untrained people in role	L	<ul style="list-style-type: none"> Recruitment policy 	Club Committee Responsible Person	Check qualification Ongoing review
COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with members and visitors	L	<ul style="list-style-type: none"> Child Safeguarding Statement Training policy Communications procedure 	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"> Child Safeguarding Statement Code of Conduct 	Club Committee	Display Child Safeguarding Statement Distribute Safeguarding Policy as appropriate
Unauthorised photography & recording of activities	L	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Responsible Person	Ongoing review
Inappropriate use of social media and communications by under 18's	L	<ul style="list-style-type: none"> Communications policy Code of conduct 	Club Committee	Ongoing review
Inappropriate use of social media and communications with under 18's	L	<ul style="list-style-type: none"> Communications policy Code of conduct 	Club Committee CCO Responsible Person	Ongoing review
GENERAL RISK OF HARM				
Harm not being recognised	L	<ul style="list-style-type: none"> Safeguarding Policy Safeguarding L1 	Club Committee All Club personnel	Ongoing review
Harm caused by - child to child - adult to child	L	<ul style="list-style-type: none"> Safeguarding Policy Safeguarding L1 	Club Committee All Club personnel	Ongoing review
General behavioural issues	L	<ul style="list-style-type: none"> Code of Conduct Complaints and Disciplinary procedures 	Club Committee	Take disciplinary action where necessary Sign code of conduct