



SWORDS CELTIC FOOTBALL CLUB

Risk Assessment Document for *Swords Celtic fc.*

This risk assessment considers the potential for harm to come to children whilst they are in *Swords Celtic FC's* 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 ...
CLUB & COACHING PRACTICES				
Lack of coaching qualification	M	<ul style="list-style-type: none"> ▪ Coach education policy ▪ Recruitment policy 	Club	<i>Ensure all coaches have an FAI qualification, organise regular FAI courses</i>

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Supervision issues	M	<ul style="list-style-type: none"> ▪ Supervision policy ▪ Coach education policy 	Club	<i>Ongoing review ensure two coaches are available at all times, ensure the club is staffed</i>
Unauthorised photography & recording activities	M	<ul style="list-style-type: none"> ▪ Photography and Use of Images policy 	Club	Ensure all coaches are familiar with the FAI policy.
Behavioural Issues	M	<ul style="list-style-type: none"> ▪ Code of Conduct ▪ Safeguarding Level 1 (min) ▪ Complaints & Disciplinary policy 	Club	<i>Club to have in place complaints and disciplinary policy, club internal disciplinary sub-committee in place. Club to ensure all complaints are investigated. Club to ensure all managers are aware of our policy and processes.</i>
Lack of gender balance amongst coaches	L	<ul style="list-style-type: none"> ▪ Coach education policy ▪ Supervision policy 	club	<i>Club to ensure on a long term basis that female coaches are recruited for girls teams</i>
No guidance for travelling and away trips	L	<ul style="list-style-type: none"> ▪ Travel/Away trip policy ▪ Child Safeguarding Training 	club	<i>Club to review travel/trips away policy, Club to ensure relevant child protection guidelines and policies are adhered to especially in relation to sleeping accommodation and alcohol use.</i>
Lack of adherence with misc. procedures in Safeguarding policy (i.e., mobile, photography, transport)	M	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Complaints & disciplinary policy 	club	<i>To display public notices in regard to policy around photography and video. Ensure all managers are aware of mobile phone policy/social media policy. Review transport policy</i>
COMPLAINTS & DISCIPLINE				

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 ...
Lack of awareness of a Complaints & Disciplinary policy	M	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Communications procedure 	Club	<i>Ensure complaints policy is clearly signposted on our website,</i>
Difficulty in raising an issue by child & or parent Reason: Covered above	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Communications procedure 	Club	<i>Review the communication/responsibilities of the procedure/policy as required</i>
Complaints not being dealt with seriously	M	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy 	club	<i>Put in place a process with further appeal to schoolboy chairperson if complainant is unhappy with the way their issue has been dealt with</i>

REPORTING PROCEDURES

Lack of knowledge of organisational and statutory reporting procedures	L	<ul style="list-style-type: none"> Reporting procedures/policy Coach education policy Code of Conduct /Behaviour 	club	<i>Existing person in this role has considerable experience in their professional career.</i>
No Mandated Person appointed	L	<ul style="list-style-type: none"> Reporting procedures/policy 		<i>Publicise identity of Mandated Person Train Mandated Person in their role</i>
No DLP Appointed	L	<ul style="list-style-type: none"> Reporting procedures/policy 	Club	<i>Train all DLPs Publicise identity of DLPs</i>
Concerns of abuse or harm not reported	L	<ul style="list-style-type: none"> Reporting procedures/policy Child Safeguarding Training – Level 1 	club	<i>Experienced volunteer in place for this role. All reports taken seriously</i>
Not clear who YP should talk to or report to	M	<ul style="list-style-type: none"> Post the names of CCOs, DLPs and MP 	club	<i>Communicate in Club Ensure name of relevant volunteer is publicised within the club inc. website</i>

FACILITIES

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 ...
Unauthorised access to designated children's play & practice areas and to changing rooms, showers, toilets etc.	M	<ul style="list-style-type: none"> Supervision policy Coach education 	Club	<i>Ensure all coaches and managers are aware of supervision policies, ensure the club is staffed at all times.</i>
Unauthorised exit from children's areas	L	<ul style="list-style-type: none"> Supervision policy Coach education 	club	<i>Ensure club coaches are aware of their responsibilities in this area</i>
Photography, filming or recording in prohibited areas	M	<ul style="list-style-type: none"> Photography policy and use of devices in private zones 	club	<i>Enforce policy in private changing and wet areas</i>
Missing or found child on site	L	<ul style="list-style-type: none"> Missing or found child policy 	club	<i>Refer to policy and inform Gardai</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	L	<ul style="list-style-type: none"> Safeguarding policy 	club	<i>Ensure all managers are aware of our policy with regard to schoolboy use of showers, adult teams and schoolboy teams are not permitted to share dressing rooms</i>
RECRUITMENT				
Recruitment of inappropriate people	M	<ul style="list-style-type: none"> Recruitment policy 	Club Appropriate personnel	<i>Ensure all volunteers are Garda vetted with the FAI, source additional references.</i>
Lack of clarity on roles	L	<ul style="list-style-type: none"> Recruitment policy 	Club	<i>Written job roles for coaches/managers and the committee</i>
Unqualified or untrained people in role	M	<ul style="list-style-type: none"> Recruitment policy 	Club	<i>Check qualification, provide access to training</i>
COMMUNICATIONS AND SOCIAL MEDIA				

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 ...
Lack of awareness of 'risk of harm' with members and visitors	M	<ul style="list-style-type: none"> ▪ Child Safeguarding Statement ▪ Training policy 	Club	<i>Communicate Child Safeguarding Statement to all volunteers/parents.</i>
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	M	<ul style="list-style-type: none"> ▪ Child Safeguarding Statement – display ▪ Code of Behaviour - distribute 	Club	<i>Communicate Child Safeguarding Statement Distribute Code or Sections as appropriate</i>
Unauthorised photography & recording of activities	M	<ul style="list-style-type: none"> ▪ Photography and Use of Images policy 	Club	<i>Improve signage at our grounds, Ensure all volunteers are briefed on the policy</i>
Inappropriate use of social media and communications by under 18's	M	<ul style="list-style-type: none"> ▪ Communications policy ▪ Code of conduct 	club	<i>Club policy on the use of social media by club members, reference to bullying policies,</i>
Inappropriate use of social media and communications with under 18's	M	<ul style="list-style-type: none"> ▪ Communications policy ▪ Code of conduct. 	club	<i>Ensure all volunteers are aware of the policies, stricter monitoring of the use of social media within the club,</i>
GENERAL RISK OF HARM				
Harm not being recognised	M	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Child Safeguarding Training 		<i>Need for on -going training and awareness campaign for all involved in the club</i>
Harm caused by <ul style="list-style-type: none"> - child to child - coach to child - volunteer to child - member to child - visitor to child 	L	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Child Safeguarding Training 	Club	<i>Signage, website, all correspondence with parents to highlight policies and contact numbers for the relevant volunteers</i>
General behavioural issues		<ul style="list-style-type: none"> ▪ Code of Conduct 		<i>Take disciplinary action where necessary</i>

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				<i>Sign code of conduct. Ensure volunteers are aware of the club policy</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.

Document reviewed 20/3/2020

Signed:

Name: Frank Kilbride

Role: *Chairperson*

Date:

Signed:

Name: Eddie D'Arcy

Role: Club Children's Officer

Date: