

Child Safeguarding Risk Assessment Document for *insert name of Club*

This risk assessment considers the potential for harm to come to children whilst they are in your club'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 harm, 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 for risk	Further action required ...
CLUB & COACHING PRACTICES				
Lack of coaching qualification	High	<ul style="list-style-type: none"> ▪ Coach education policy ▪ Recruitment policy 	Club/Weightlifting Ireland (WI)	<i>Proof of qualification to be confirmed, provision of child focused coach education by WI</i>
Supervision issues	High	<ul style="list-style-type: none"> ▪ Supervision policy ▪ Coach education policy 	Club	<i>Ongoing review and education</i>
Unauthorised photography & recording activities	High	<ul style="list-style-type: none"> ▪ Photography and Use of Images policy 	Club/Weightlifting Ireland	<i>Ongoing review and education about the updated Code of Ethics for Children in Weightlifting and Appendices of same</i>
Behavioural Issues	High	<ul style="list-style-type: none"> ▪ Code of Conduct ▪ Safeguarding Level 1 (min) ▪ Complaints & Disciplinary policy 	Club/Weightlifting Ireland	<i>Ongoing review and education about the updated Code of Ethics for Children in Weightlifting</i>
Lack of gender balance amongst coaches	High	<ul style="list-style-type: none"> ▪ Coach education policy ▪ Supervision policy 	Club/Weightlifting Ireland	<i>Ongoing review and education about the updated Code of Ethics for Children in Weightlifting</i>
No guidance for travelling and away trips	High	<ul style="list-style-type: none"> ▪ Travel/Away trip policy ▪ Child Safeguarding Training 	Club/Weightlifting Ireland	<i>An update of the travel documents and rules required prior to next WI away trip</i>
Lack of adherence with procedures in Safeguarding Policy (ratio's, transport, etc.)	High	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Complaints & disciplinary policy 	Club/Weightlifting Ireland	<i>Ongoing review and education about the updated Code of Ethics for Children in Weightlifting</i>
COMPLAINTS & DISCIPLINARY				
Lack of awareness of a Complaints & Disciplinary	High	<ul style="list-style-type: none"> ▪ Complaints & Disciplinary procedure/policy 	Club/Weightlifting Ireland	<i>Greater communication required. Support required for Children's Officer.</i>

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policy.		<ul style="list-style-type: none"> Communications procedure 		<i>Clubs to have Photo and Contact Details of CO and Mandated Person clearly displayed</i>
Difficulty in raising an issue by child & or parent Reason: Covered above	High	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Communications procedure 	Club/Weightlifting Ireland	<i>Review the communication / responsibilities of the procedure/policy as required. Clubs to have Photo and Contact Details of CO and Mandated Person clearly displayed</i>
Complaints not being dealt with seriously	High	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy 		<i>Educate Clubs on the revised reporting procedure for Child Protection and Welfare</i>
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	High	<ul style="list-style-type: none"> Reporting procedures/policy Coach education policy Code of Conduct /Behaviour 	Weightlifting Ireland Mandated Person Club Clubs Children's Officer	<i>Make policies and procedures available Include in Safeguarding Training (LI) Include in Coach Education Training. Ensure all clubs have Copy of Children First National Guidance Doc</i>
No Mandated Person appointed	High	<ul style="list-style-type: none"> Reporting procedures/policy 	Weightlifting Ireland	<i>Publicise identity of Mandated Person on Website and Via Photo ID and contact details in each club Train Mandated Person in their role</i>
No Club Children's Officer appointed/Relevant person appointed	High	<ul style="list-style-type: none"> Reporting procedures/policy 	Weightlifting Ireland Club	<i>Train all Children's Officers Publicise identity of Children's Officers</i>
Concerns of abuse or harm not reported	High	<ul style="list-style-type: none"> Reporting procedures/policy Child Safeguarding Training – Level 1 	MP DLP	<i>Include in Safeguarding Training (LI) Publicise names of CCOs, DLPs, MP(s) Publicise internal and external reporting procedures</i>
Not clear who Young People should talk to or report to	High	<ul style="list-style-type: none"> Post the names of Children's Officers, Relevant Person and Mandated Person 	CCO DLP	<i>Communicate in Club Include in Safeguarding Training (LI) Photo of Children's Officer and Mandated Person with contact info to be on display in Club.</i>
FACILITIES				
Unauthorised access to designated children's play & practice areas and to changing	High	<ul style="list-style-type: none"> Supervision policy Coach education/Safeguarding 1 	Club	<i>Clarify roles and responsibilities before session starts</i>

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rooms, showers, toilets etc.				
Unauthorised exit from children's areas	High	<ul style="list-style-type: none"> Supervision policy Coach education 	Club	<i>Clarify roles and responsibilities before session starts</i>
Photography, filming or recording in prohibited areas	High	<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	High	<ul style="list-style-type: none"> Missing or found child policy 	Club/ Event organisers/WI	<i>Refer to policy and inform Gardai. use form in Appendix of Code</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	High	<ul style="list-style-type: none"> Safeguarding policy 	Club	<i>Plan with facilities management to create a suitable child centred environment in shared facilities</i>
RECRUITMENT				
Recruitment of inappropriate people	High	<ul style="list-style-type: none"> Safe Recruitment policy Appropriate forms in the Appendix to the Code 	Weightlifting Ireland Club CO's/Relevant Person	<i>Ongoing review and education</i>
Lack of clarity on roles	Medium	<ul style="list-style-type: none"> Safe Recruitment policy 	Club	<i>Check job description Put supervision in place</i>
Unqualified or untrained people in role	High	<ul style="list-style-type: none"> Safe Recruitment policy 	Club	<i>Check qualification Ongoing review</i>
COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with members and visitors	High	<ul style="list-style-type: none"> Child Safeguarding Statement Training policy 	National Club Relevant Person/CO's	<i>Communicate Child Safeguarding Statement</i>
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	High	<ul style="list-style-type: none"> Child Safeguarding Statement – display Code of Behaviour - distribute 	Weightlifting Ireland Club Executive Relevant Person/Children's Officer	<i>Communicate Child Safeguarding Statement Distribute Code or Sections as appropriate</i>
Unauthorised photography & recording of activities	High	<ul style="list-style-type: none"> Photography and Use of Images policy 	Club CO's/Relevant person	<i>Ongoing review and education regarding updated policy</i>
Inappropriate use of social media and communications by under 18's	High	<ul style="list-style-type: none"> Communications policy Code of conduct 	Weightlifting Ireland Club	<i>Ongoing review and education</i>
Inappropriate use of social media and communications with under 18's	High	<ul style="list-style-type: none"> Communications policy Code of conduct. 	Weightlifting Ireland Club	<i>Ongoing review and education</i>

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GENERAL RISK OF HARM				
Harm not being recognised	High	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Child Safeguarding Training 	Weightlifting Ireland Club	<i>Review reporting process with Children First Doc's Informal consultation with Tusla</i>
Harm caused by - child to child - coach to child - volunteer to child - member to child - visitor to child	High	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Child Safeguarding Training 	Weightlifting Ireland Club	<i>Ongoing review and education</i>
General behavioural issues	Medium	<ul style="list-style-type: none"> ▪ Code of Conduct 	Club	<i>Take disciplinary action where necessary Sign code of conduct</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.

This Risk Assessment document has been discussed and completed by *Insert name of Club* on __/__/2018

Signed:

Signed:

Name:

Name:

Role: *(insert role on Committee)*

Role: Club Children's Officer (Relevant Person)

Date:

Date: