

Appendices to the Code of Ethics & Good Practice for Children in Weightlifting

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Sample Policy Statement for Clubs

This (insert club name) is fully committed to safeguarding the well-being of its members. Every individual in the club should, at all times, show respect and understanding for their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the club/organisation and the guidelines contained in the Code of Ethics and Good Practice for Children in Weightlifting.

The sample policy statement above should be written into the Constitution of the club/organisation.

A more detailed policy statement may be drawn up for a particular club/organisation.

The following sample child protection policies should be an appendix to the Constitution and the Weightlifting Ireland Child Safeguarding Statement on Page 6 of this document should be printed out and placed in a prominent place in the club.

Sample Child Protection Policy for a Club

“To ensure that the best practice is followed by this club we shall work closely with Weightlifting Ireland. In order to promote the best practice in children’s sport, we shall comply with the guidelines of the Code of Ethics and Good Practice for Children in Weightlifting; as set out in Section 2.7 which are:”

- Adopt and implement the Code of Ethics and Good Practice for Children in Weightlifting as an integral part of its policy on children in the club
- Have its constitution approved and adopted by club’s members at an AGM or EGM
- Promote the voice of the child, in particular through meetings and the AGM. One parent/guardian should have one vote for all their children under 18 years of age, where relevant
- Ensure that the Club Management Committee is elected or endorsed by registered club members at each AGM
- Adopt and consistently apply a safe and clearly defined method of recruiting and selecting Weightlifting Leaders
- Clearly define the role of committee members, all Weightlifting Leaders and parents/guardians
- Appoint at least one Children’s Officer who will be the Relevant Person as per Children First 2015. One Children’s Officer of each gender would ideally be appointed
- Have this Relevant Person to act as liaison, along with Weightlifting Ireland’s Mandated Person, with the Statutory Authorities in relation to the reporting of allegations or suspicions of child abuse. Any such reports should be made according to the procedures outlined in this Code
- Ensure best practice throughout the club by disseminating its code of conduct, including the disciplinary, complaints and appeals procedures in operation within the club to all its members.
- The Club’s Child Safeguarding Statement will be posted in all facilities of the club. Including the Child Safeguarding Risk assessment and the Code of Ethics and Good Practice for Children in Weightlifting.
- Have in place procedures for dealing with a concern or complaint made to the Statutory Authorities against a committee member or Weightlifting Leader or other members of the club. Regulations should stipulate that a Weightlifting Leader who is the subject of an allegation, which has been reported to the Statutory Authorities, should stand aside, while

the matter is being examined. S/he should be invited to resume full duties when and if appropriate internal disciplinary procedures are completed

- Ensure that relevant Weightlifting Leaders report to the Club Management Committee on a regular basis
- Encourage regular turnover of committee membership while ensuring continuity and experience
- Develop effective procedures for responding to and recording accidents
- Ensure that any unusual activity (high rate of drop-out, transfers, etc.) is checked out and reported by the Club Chairperson to Weightlifting Ireland
- Ensure that all club members are given adequate notice of AGMs and other meetings
- Ensure that all minutes of all meetings (AGMs/EGMs/, Committee) are recorded and safely filed.

Child Protection Policy for Weightlifting Ireland

As Weightlifting Ireland is recognised by the International Weightlifting Federation, as being responsible for the administration of our sport, we are responsible for overseeing the adoption and the implementation of the Code of Ethics and Good Practice for Children in Weightlifting, by our members.

To maximise compliance with the Code, as set out in Section 2.6 we shall:

- Ensure that the Code of Ethics and Good Practice for Children in Weightlifting is adopted, agreed to, implemented and signed up to by all members
- Amend, as necessary, its Constitution to reflect a safe and clearly defined method of recruiting, selecting and managing staff
- Appoint a National Children's Officer/Mandated Person. S/he should be a member of the Executive Committee or have direct access to the Executive committee and any documents necessary for them to fulfil their obligations
- Adopt the Child Safeguarding Statement as recommended by Sport Ireland and review it at minimum every 2 years
- Complete the Child Safeguarding Risk Assessment Document and actively monitor each of the points addressed.
- Ensure that effective disciplinary, complaints and appeals procedures are in place
- Have in place procedures for dealing with a concern or complaint made to the Statutory Authorities against a committee member or a Weightlifting Leader. Regulations should stipulate that a Weightlifting Leader who is the subject of an allegation, which has been reported to the Statutory Authorities, should stand aside while the matter is being examined. S/he should be invited to resume full duties when and if appropriate internal disciplinary procedures are completed
- Ensure that all sports clubs with child members are fully affiliated and signed up to the Weightlifting Ireland's Code of Ethics.
- Be represented by appropriate personnel at all education/training workshops dealing with the Code
- Where children are involved in representative teams, designate an appropriate senior officer in the Governing Body as the person with responsibility for following the guidelines of the Code
- Review its child protection procedures regularly through open discussion with its members, Sports Councils and Statutory Authorities

- Promote contact with representatives of the Statutory Authorities. The building of these relationships will contribute to the creation of an environment in which education and knowledge of child protection issues and procedures are widely known
- Examine and take appropriate action in response to any reports or observations of unusual incidents (high rate of transfers, dropouts) received from clubs.

Weightlifting Ireland Club Child Safeguarding Statement

Weightlifting Ireland provides various sporting activities and opportunities for young people through participation in clubs, regional/provincial events and through our national teams. Weightlifting Ireland is committed to safeguarding children and young people. All our affiliated clubs work under the under the guidance of our Safeguarding Policies. All our volunteers and staff working with children throughout the organisation, seek to create a safe environment for young people to grow and develop.

This club's 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 required to alleviate these risks. The list of risks identified are contained in the following categories: Club and Coaching Practices; Complaints & Disciplinary; Reporting Procedures; Use of Facilities; Recruitment; Communications; and General Risk of Harm.

Our 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. In addition to our Risk Assessment document described above, there are further procedures that support our intention to safeguard children while they are availing of our activities.

This club has the following procedures in place as part of our Safeguarding Policies:

- 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/Relevant Person for Weightlifting Ireland is Thomas Brady, Phone 0876851261

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 2 years.

Club Name. Address and Contact Details:

Club Chairperson:

Name: _____ **Signed:** _____ **Date:** _____

Club Children's Officer

Name: _____ **Signed:** _____ **Date:** _____

For queries on this Child Safeguarding Statement, please contact the Children's Officer

Club's Children's Officer and WI's National Children's Officer Details for club walls

**[Insert Club Name Here] Children's Officer and Relevant Person is
[Insert Children's Officer Name here]**

Replace this square
with a Photo of
your Children's
Officer.

[Replace with CO's first name] Contact Details are

Mob [Insert contact number here]

Email. [contact email]

**Weightlifting Ireland's National Children's Officer and Mandated
Person is**

Thomas (Tom) Brady



Tom's Contact Details are

Mob/WhatsApp +353876851261

Email cpo@weightliftingireland.com

We've put this here in clear sight so that children and their parents can know who to talk to if they have any concerns to do with their own safety, another child's safety, bullying, or children's training. Your Children's Officer is also here to make sure that your coaches keep the training fun and enjoyable as well as appropriately challenging for your stage of development. Please let me know if training isn't fun anymore or there's something happening that you are worried about.

**VOLUNTEER/COACH APPLICATION FORM FOR THOSE WITH SUBSTANTIAL
ACCESS TO CHILDREN**

Completed Garda vetting will be required prior to any leader activity. All information received in this form will be treated confidentially

Name: _____ Maiden Name: (If Applicable) _____

Current Address: _____

Previous Address (over the last 5 Years): _____

How Long have you lived at this address? _____

List any address outside of Ireland/Ni on a separate sheet.

Place of Birth (Town/City): _____

Telephone Number: _____ Mobile: _____ DOB: _____

Previous work/voluntary experience & relevant qualifications: _____

Do you agree to abide to Weightlifting Ireland's Code of Conduct: Yes: ___ No: _____

Have you ever been asked to leave a sporting organization in the past? Yes: ___ No: ___

(If you have answered yes we will contact you in Confidence)

Any other relevant information? _____

Please supply the names of two responsible people whom we can contact and who from personal knowledge are willing to endorse your application. If you have had previous involvement in a sports club one of these names should be that of an administrator / leader in your last club / place of involvement.

Name: _____ Name: _____

Address: _____ Address: _____

Tel: _____ Tel: _____

Position: _____ Position: _____

FOR OFFICIAL USE ONLY

Date application Received: _____ Date of Interview: _____

Interviewed By: 1. _____ 2: _____

References received and are satisfactory: Yes: ___ No: ___

Comments: _____

Template Reference Form for positions working with children

Name of candidate:	Position applied for:	Name of Club:

The above-named person has expressed an interest in working with our club and has given your name as a referee. The post involves substantial access to and responsibility for children.

As an club committed to the welfare and protection of children, we wish to know if there is any reason at all to be concerned about this applicant's suitability for this type of role.

If you are happy to complete this reference, any information will be treated confidentially and in accordance with relevant legislation and guidance. Information will only be shared with the person conducting the assessment of the candidate's suitability for the post, if he/she is offered the position in question. We would appreciate you being open and honest in your evaluation of this person.

How long have you known this person?

In what capacity?

Please comment on the above named person's suitability to work with children and young people?

Please rate this person on the following – *please tick one box for each statement*

	Poor	Average	Good	Very Good	Excellent
Responsibility					
Maturity					
Self-motivation					
Ability to motivate others					
Energy					
Trustworthiness					
Reliability					

Do you agree to this reference being shared with applicant?

- Yes
- No

This post involves substantial access to children. As an organisation committed to the welfare and protection of children, we wish to know if you have any concerns about the applicants' suitability for this type of role.

- Yes
- No

If you have answered YES we will contact you in confidence.

Signed:		Print name:	
Organisation:		Position:	
Date:		Contact tel:	

PLEASE RETURN TO:

Insert club/organisation details here



Sample Application Form for New Junior Members

Contact Information

Name: Male/Female:

Address:

Telephone – Home:

Mobile/Emergency Contact Number's:

E-Mail of Parent/Guardian:

Date Of Birth: ___/___/____ (D/M/Y)

Medical History Information (details of any known allergies, conditions, medications)

In the event of illness, having parental responsibility, I give permission for medical treatment to be administered where considered necessary by a nominated first aider, or by suitably qualified medical practitioners. If I cannot be contacted and my child needs emergency hospital treatment, I authorise a qualified medical practitioner to provide emergency treatment or medication.

Other Information

Any other special needs, requirements or directions that would be helpful for leaders to know about?

Parent/Guardian Consent

I am the Parent/Guardian of

Drug Testing

I give permission for my child to be tested for prohibited substances in accordance with Sports Ireland Anti-doping rules (where applicable)

Photography and Filming

I confirm that I give permission for my child to be filmed and/or photographed during their membership of the club. No child/young person will be identified individually in any published image or film footage, except in accordance with the WI Filming and Photography Policy.

I hereby consent to the above child participating in activities of the club in line with the Code of Ethics for Children in Weightlifting. I will inform the leaders of my child's activities of any changes to the information above.

I confirm that all details are correct and I am able to give parental consent for my child to participate in and travel to all activities.

Signature: Printed Name:

Code of Conduct for Children and Young People

(Insert name of name of club / organisation) is fully committed to safeguarding and promoting the wellbeing of all its members. The club believes that it is important that members, coaches, administrators and parents associated with the club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with (Insert Name of CO), Club Children's Officer/Relevant Person.

Sports clubs should offer a positive experience for children and young people and where they can learn new things in a safe and positive environment.

As a member of (Insert name of name of club / organisation), you are expected to abide by the following junior code of practice:

As a junior member I have a right to:

- Be listened to
- Be believed
- Be safe and to feel safe
- Participate in activities on an equal basis, appropriate to my ability and stage of development
- Be treated with dignity, sensitivity and respect
- Be happy, have fun and enjoy sport
- Experience competition at a level at which I feel comfortable and I understand the desire to win as a positive and *healthy outcome* for striving for best performance
- Comment and make suggestions in a constructive manner
- Make a complaint in an appropriate way and have it dealt with through an effective complaints procedure
- Be afforded appropriate confidentiality
- Be represented at decision making bodies/meetings within their sports club
- Have a voice in the running of my club
- Approach the Children's Officer/Relevant Person with any questions or concerns they may have

I will undertake to:

- Play fairly, do my best and have fun
- Shake hands before and after the event, whoever wins - and mean it
- Respect officials and accept their decisions with grace, not a grudge

- Respect fellow team members and welcome new members; give them full support both when they do well and when things go wrong
- Respect opponents, they are not enemies, they are partners in a sporting event
- Give opponents a hand if they are injured or have problems with equipment
- Accept apologies from opponents when they are offered
- Exercise self-control and tolerance for others, even if others do not
- Be modest in victory and be gracious in defeat
- Show appropriate loyalty to weightlifting and all its participants
- Make high standards of fair play the example others want to follow

I will not:

- Cheat
- Use violence
- Shout at, or argue with, the referee, officials, team mates or opponents
- Take banned substances to improve performance
- Dehydrate myself to make weight
- Bully or use bullying tactics to isolate another child either physically or online
- Use unfair or bullying tactics to gain advantage
- Harm team mates, opponents or their property
- Tell lies about adults or other children
- Spread rumours
- Keep secrets about any person who may have caused them harm

Any minor misdemeanours and general misbehaviour will be addressed by the coach and reported verbally to the Children's Officer. More serious or persistent misbehaviour may result in disciplinary action and potentially dismissal from the club/sport. Parents will be informed at all stages.

Disciplinary action can be appealed to the coach with final decisions taken by the club committee or referred to the governing body.

Signature of Young Person _____ Print Name _____ Date __/__/__

Signature of Parent/Carer _____ Print Name _____ Date __/__/__

(ABC Weightlifting Club) Existing Leader Code of Conduct and Self-Declaration Form

Leaders should familiarise themselves with Weightlifting Ireland's Code of Ethics and Good Practice for Children in Weightlifting. All Leaders working with Children must be Garda Vetted prior to working with children. Leaders should read below and agree to abide by these terms. Clubs should ensure that Leaders update the self-declaration questions annually.

- Be positive during sessions and competitions, praise and encourage effort as well as results
- Put welfare of young person first, strike a balance between this and winning / results
- Encourage fair play and treat participants equally
- Recognise developmental needs, ensuring activities are appropriate for the individual
- Plan and prepare appropriately
- Have experience relevant to working with young people or hold up-to-date qualifications and be committed to the guidelines in this Code
- Involve parents where possible and inform parents when problems arise
- Keep record of attendance at training and competitions
- Keep a brief record of injury(s) and action taken
- Keep a brief record of problem/action/outcomes, if behavioural problems arise
- Report any concerns in accordance with this Code's reporting procedures

Where possible I will avoid:

- Spending excessive amounts of time with children away from others
- Taking sessions alone
- Taking children on journeys alone in the car

Sports Leaders should not:

- Use any form of punishment or physical force on a child
- Take children to their home
- Exert undue influence over a participant in order to obtain personal benefit or reward
- Engage in rough physical games, sexually provocative games or allow or engage in inappropriate touching of any kind, and /or make sexually suggestive comments about, or to a child. This includes innuendo, flirting or inappropriate gestures and terms
- Take measurements or engage in certain types of fitness testing without the presence of another adult
- Undertake any form of therapy (hypnosis etc.) in the training of children

Self-Declaration

Do you agree to abide by the guidelines contained in the Children in Weightlifting Ireland's Code of Conduct?

Yes No

Do you agree to abide by the rules of Weightlifting Ireland and our club?

Yes No

Have you ever been asked to leave a sporting organisation?
(If you have answered yes, we will contact you in confidence)

Yes No

Have you committed a criminal offence or been the subject of a caution; a Bound Over Order; or are you at present the subject of criminal investigations since your last WI Garda Vetting?

Yes No

(If you have answered yes, we will contact you in confidence)

I agree to be bound by these terms please tick box

Signed _____ Print Name _____

Date ___/___/___

Lost/Found Child Form

(Details for records only, not to be announced over the P.A.)

Event Name:

Date:

Lost/Missing Child (member of public or participant)

Child's Name:	Age of child:
Male or Female:	D.O.B.:
Time and place child last seen:	Time event staff informed:
Hair Colour:	Clothing (Colour & Pattern):
Eye Colour:	
Ethnicity:	Any other relevant information:
Spectator or Participant or Other:	
Parent/Guardian name (as reported or from player registration form if participant):	Phone Number:
	Address:
Action taken:	Time:
Event Security informed:	
Gardai/Police informed:	
Other:	

Found Child (member of public or participant)

Time found:	Location found:
Child's Name: Male or Female:	Age of child: D.O.B.:
Hair Colour: Eye Colour:	Clothing (Colour & Pattern):
Ethnicity:	Any other relevant information:
Spectator or Participant or Other:	
Has the child any special medical requirements? (check for medical tags)	Name of Security/Steward & Head of security dealing with child:
Time child handed over to Lost Child Unit:	Details of Adult handing the child over Name: Tel: Role:
Time Event Control was informed:	Any other information:
Name of Parent/Carer collecting child: Relationship to child: Signature:	Phone Number: Address: ID document/s checked:
Member of event staff handing over child: Signature:	Time child reunited:

Weightlifting Ireland Expanded Filming and Photography Policy & Guidelines for Club, and Weightlifting Ireland, Activities and Events

Introduction

The Filming and Photography policy is not about preventing parents/guardians and supporters from taking pictures, but rather to ensure that only those who have a right to take photographs do so. Taking photographic and filming/video footage at Events (see definition below) of children or young people is a normal activity for a sporting organisation. This policy proposes safeguards so as to minimise the inappropriate use of images.

Throughout this policy the use of the word ‘image’ refers to all photographic and film/video footage.

The term ‘event’ may include competition, training session, social function or any activity organised at any level of the sporting body.

1. Permission

Permission is sought by the club or body to ensure that young people and parents/guardians are aware of when and how images may be used. Third party photographers, film/videographers or other organisations employed to take images must complete the Self-Declaration form (see Appendix 1). A separate permission form can be used where permissions from young people and parents has not been sought through other means i.e. membership and or registration forms (Appendix 2).

Or alternatively

Parents/guardians should be advised that the club or event that their child is attending may record and/or take photographs for the promotion of the sport within the club, county, province or national event. If the parent/guardian does not wish their child’s image to be taken they should inform the relevant Children’s Officer at the club or event they are attending.

Persons wishing to use photographic devices at events must first register with the organiser of the event. For registration each person may be required to produce photographic identification as proof of identity (see later on in Doc for Registration Form).

2. Types of appropriate images

Only use appropriate images of children:

- Posed images e.g. medal ceremonies, presentations and team shots should be of children wearing tracksuits, t-shirt and shorts or weightlifting singlets.
- Action shots of children may be used where the focus is on the participation in the sport and not the child.
- Images of children should not be taken where the pose is inappropriate e.g. open legs; from behind bending over, etc.

Flash photography is prohibited for any activities where it affects the performance or may have the potential to cause harm to the participant.

3. Use of images

Images may be taken for a variety of purposes; these can include administration or personal use, publicising the sport or enhancing skill development within the sport. Persons taking images are reminded that some action poses may be inappropriate and not suitable for use/publication.

- a) Personal images – these are images taken by parents/guardians or other family members during an event as a celebration of a young person's attendance or achievement. This could include a professional photographer with permission to take images for the personal use of those attending. Other people may be included in an image and we expect parents/guardians and other family members to respect this by not distributing images publically.
- b) Training images – these are images or footage taken during a training sessions or during an event specifically to aid the development of a skill or technique for the young person. We expect these images to be taken by a qualified coach or a person specifically appointed by the young person's coach. These images may be used as examples of technique or mastery of a skill for teaching/coaching purposes. These types of images should not be distributed outside teaching/coaching purposes.
- c) Media images – these are images taken by an individual from the media, i.e. TV, newspaper or professional photographer where the images are to be used for publicity or promotion of the event or future events.
- d) Administration images – these are images taken for general administration purposes; including images used for membership cards, competition entries and may also include images that form part of an archive.

Use of images on social media

Where images of young people are used on social media the person responsible for posting an image must be aware of the potential for an image to be used inappropriately and safeguards must be in place to protect young people:

- i. Personal details of a young person should not be given
- ii. Any caption should be in keeping with the sport represented
- iii. The purpose of the posting should not breach the codes of conduct
- iv. The type of image should not breach any requirement stated within this policy

Announcement at events regarding taking and the use of images

The following announcement should be read out at the start and during an event to ensure everyone is clearly aware of the policy:

“All persons wishing to take photographs or film footage at this event must first register their device(s) with.... Please note photographic identification will be required as proof of identity. (Company) has been authorised to take photographs of individuals in accordance with our policy.”

4. Storage of Images

Storage includes any image stored as a hard copy or electronically including social media, photographic archives or individual personal databases e.g. personal cameras, phones, etc.

Storage of personal images is a matter for the parent/guardian and the child/young person.

All other images should only be stored for defined and intended purposes e.g. membership, promotion, and/or archiving.

- If storage of images is required the images must only be stored for the length of time for which they are needed
- If possible, avoid using the names of children, or any other identifying feature

Once images are no longer required ensure that they are properly destroyed. Digital images stored on computer systems need to be fully deleted, including deletion from the cache memory/temporary files.

5. Reporting of Inappropriate Images

Taking inappropriate images

If there is any concern about the nature of images being taken this should be reported to the responsible/mandated person (WI Child Welfare Manager/National Children’s Officer) who will refer to the statutory authorities. The concerned individual may also report directly to the Statutory Authorities.

Non-authorized taking of images

If you are concerned about individual taking images at an event you should verbally report your concerns to the relevant responsible person on the day. A responsible person may be the children's officer, head coach, event manager, event controller or facility manager. This may include, if necessary, reporting the non-authorized taking of images to the appropriate statutory authorities.

The responsible person will identify the person and check if their device is registered for the event. If not registered, the person must be asked to register their device, with appropriate identification. If the person is not willing to register their device they should be asked to leave.

Where the event is open to the public e.g. where only part of the facility is being used, it will be necessary to report non-authorized taking of images to the facility manager. If there is any concern about the nature of images being taken this should be reported to the responsible/mandated person (WI National Children's Officer) who will refer to the statutory authorities.

Inappropriate use of images

Where there is a concern about the use of images this should be reported to the responsible person who will take appropriate action. This will include reporting the alleged use to:

- The parent/guardian of any young person involved
- The person responsible for posting the image
- The media platform i.e. twitter, Facebook, WhatsApp, Instagram, print media etc.
- The statutory authorities

Inappropriate use of images may result in a complaint/disciplinary procedure against those involved within Weightlifting Ireland – see policy.

Where there is a concern about the publication of an image in local or national newspapers you should contact the individual newspaper or the Press Council of Ireland and the Office of the Press Ombudsman – website <http://www.presscouncil.ie/> telephone: lo-call 1890 208 080, email: info@pressombudsman.ie

6. Installation of CCTV in a facility

The use of CCTV is a positive step in safeguarding facility users. The knowledge of potential blind spots, access to and use of images and the procedure for dealing with incidents or misbehaviour is important for Clubs.

Information regarding the presence of CCTV within a facility should be available to members/parents.

The Club should have a copy of the facility's policy regarding the use of CCTV and access to images – this may form part of the Club/Facility agreement. Queries regarding the use of CCTV are a matter for the facility/operating company – if a query arises during a Club session the Club may wish to deal with this as it is the Club that has the agreement with the facility.

The following should be noted:

- Who in the facility has day to day responsibility for the system and operation of the CCTV?
- The number of cameras located in the specified areas
- Are any spectator areas covered (i.e. can someone misbehaving in this area, or indeed an individual regularly turning up for less than innocent viewing purposes be monitored?)
- Any sections of the facility that cannot be monitored – if these areas are easily identified by anyone with intent it would be important to know in order to be extra vigilant.
- Who, during sessions, is responsible for monitoring the cameras and what is the policy for dealing with any perceived misconduct or incidents viewed at the time
- Who has access to the password protected files?

The important fact to remember is that CCTV does not replace vigilance and proper supervision as required by the National Governing Body.

Disclosure of Criminal Convictions and Relevant

Information for Service Provider Employers

(Please read this information carefully)

Weightlifting Ireland is committed to creating and maintaining the safest possible environment for young people who participate in the sport, which reflects the guidelines contained in our Code of Ethics and Good Practice for Children's Sport. Part of our procedures is to ensure that all adult members working with young people complete the vetting process through the Central Garda Vetting Unit/National Vetting Bureau (ROI) or AccessNI (NI).

However from time to time an NGB may employ an individual to provide a service that would usually require that individual to be successfully vetted. We require these individuals working with our young members to complete the self-declaration form on pages 2 and 3.

Weightlifting Ireland requests information regarding criminal convictions or any other relevant information in respect of working with young people. Any information supplied will be treated confidentially and considered in the context of the role/the nature of the offence.

Please complete this form as accurately as possible and return it marked "Confidential" to the name individual or if otherwise advised. Thank you for your co-operation.

Self-Declaration for Service Providers Employees

All answers will be treated in a confidential manner.

1. Have you ever been asked to leave a sporting organisation?

Yes No

2. Have you ever been convicted of a criminal offence or been the subject of a caution; a Bound Over Order; or are you at present the subject of criminal investigations?

Yes No

3. Have you ever been known to the Statutory Authorities or Social Services department as being a risk or potential risk to children?

Yes No

4. Have you been the subject of any disciplinary investigation and/or sanction by any organisation due to concerns about your behaviour towards children?

Yes No

(If you have answered yes to any questions above we will contact you in confidence)

Confirmation of Declaration (tick boxes below)	
I agree that the information provided here may be processed in connection with my role and I understand that any role may be withdrawn or immediate dismissal from the role I provide if information is not disclosed by me and subsequently come to the organisation's attention.	
I agree to inform the organisation within 24 hours if I am subsequently investigated by any agency or organisation in relation to concerns about my behaviour towards children or young people.	
I understand that the information contained in this form and the information supplied by third parties may be supplied by Weightlifting Ireland to other persons or organisations in circumstances where it is considered necessary to safeguard other children.	

I declare that the answers I have given above are complete and correct to the best of my knowledge and I will inform Weightlifting Ireland of any changes.

Signature: _____

Print Name: _____

Company: _____

Date: ____/____/____

Permission form for the taking and Using of Images

I confirm that I give permission for my child to be filmed and/or photographed during:

Event or competition their membership of the club/year

No child/young person will be identified individually in any published image or film footage, except in accordance with the WI Filming and Photography Policy.

Young person's name: _____ (please print name)

Young person's Signature: _____ Date: _____

Address: _____

Parent/Guardian's Name: _____ (please print name)

Parent/Guardian's Signature: _____ Date: _____

Notes

This permission will remain valid until date _____

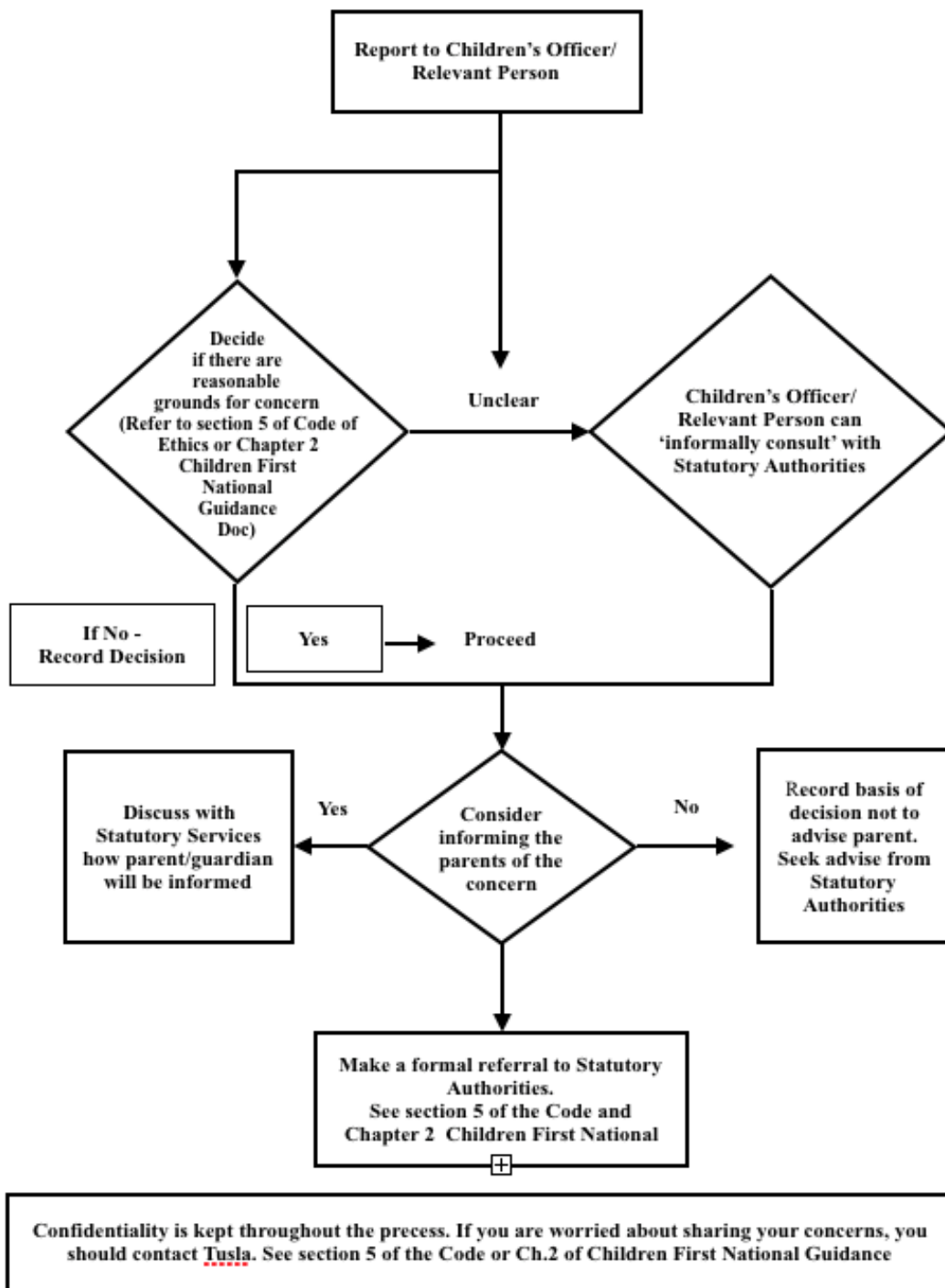
By signing this permission form you are also confirming you are the legal parent or guardian of the named child.

Photographs/videos will be taken by an appropriate person appointed to do so by Weightlifting Ireland or insert Club Name

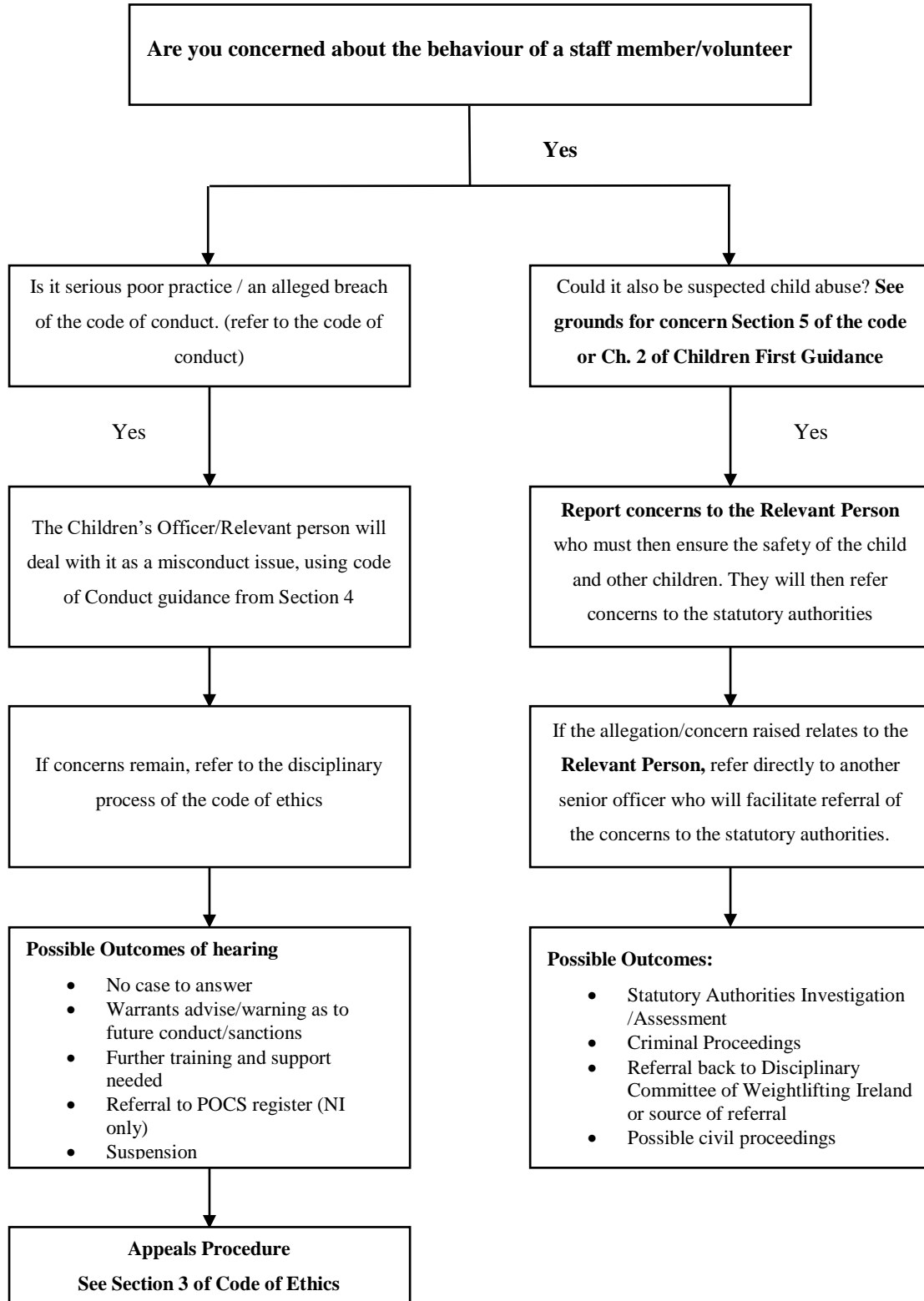
Any material used will only be distributed by xxxx as part of xxxx

All material will be held and stored in accordance with the WI policy of the use and storage of photographic/video images

When there is suspected abuse external to the organisation



Concern About the Behaviour of a staff member



If you do not know who to turn to for advice or are worried about sharing your concerns you should contact your Mandated person or the statutory authorities. Tusla website has good guidance.

At any stage during the process in the left-hand column the issue can be referred externally either formally or informally for advice. Following the external (right column) outcome the matter may be referred back to WI's Disciplinary Committee.