



Risk Assessment for Longford Swimming 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 – the likelihood of the risk happening 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

Notes

The policy, guidance and procedures refer to the Swim Ireland Safeguarding Policy 2019. The Section of the document is referenced followed by the specific area of practice.

E.g. Risk area = Lack of required qualification: information about what is required to alleviate this risk can be found in three areas:

The Section titled Working with Young People, within this Section is the information on Recruitment,

The Section titled Compliancy, then look in the information about Training and

Then in addition to the Safeguarding Policy 2019 the specific requirements are stipulated in the education of the role including Section Working with Young People – Roles and Responsibilities.

Potential risk of harm to children	Likelihood of risk 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	Low	<ul style="list-style-type: none"> Recruitment Safeguarding Training policy Safeguarding Roles including responsibilities and role requirements for those working with young people 	Club Committee Head Coach Lead Team Manager	Proof of qualification to be confirmed by LSC secretary Induction training for new coaches/leaders LSC to avail of relevant CPD
Solo working or working without observer	Low	<ul style="list-style-type: none"> See policy section: Working with Young People Coach/teacher education Team Manager education 	Club Committee	Ongoing review Lifeguard always on duty during training sessions
Unauthorised photography & recording activities	Low	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Person in charge	Ongoing review
Behavioural Issues	Low	<ul style="list-style-type: none"> Codes of Conduct for those working with young people Safeguarding Training policy Complaints & Disciplinary procedures 	Club Committee Person in charge CCO appointed CDC	Ongoing review
Lack of gender balance amongst club personnel	Low	<ul style="list-style-type: none"> See policy section: Working with Young People Coach/teacher education Team Manager education 	Club Committee Head Coach Lead Team Manager	Ongoing review
No guidance for travelling and away trips	Low	<ul style="list-style-type: none"> Travel/Away trip policy Safeguarding Training policy 	Club Committee	Ongoing review
Lack of adherence with misc. procedures in Safeguarding policy	Low	<ul style="list-style-type: none"> See Compliancy section in Safeguarding Policy Complaints & Disciplinary procedures 	Club Committee Person in charge	Ongoing review by CCO and Committee

Potential risk of harm to children	Likelihood of risk L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
RECRUITMENT				
Recruitment of inappropriate people	Low	<ul style="list-style-type: none"> Recruitment policy 	Club Committee	Ongoing review
Lack of clarity on roles	Low	<ul style="list-style-type: none"> Recruitment Policy Safeguarding Roles including responsibilities - Safeguarding Training Policy 	Club Committee	Check job description Put supervision in place
Unqualified or untrained people in role	Low	<ul style="list-style-type: none"> Recruitment Policy 	Club Committee Person in charge	Check qualification Ongoing review
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	Low	<ul style="list-style-type: none"> Complaints & Disciplinary procedures on website Communications Policy on website 	Club Committee CDC	Immediate action needed Check communication and inclusion in club handbook
Difficulty in raising an issue by child & or parent	Low	<ul style="list-style-type: none"> Complaints & Disciplinary procedures Communications Policy Poor practice and Whistleblowing 	Club Committee CCO CDC	Review the communication/responsibilities of the procedure/policy as required
Complaints not being dealt with seriously	Low	<ul style="list-style-type: none"> Complaints & Disciplinary procedures Poor practice and Whistleblowing 	Club Committee CCO CDC	Ongoing review
FACILITIES				
Unauthorised access to designated young people's areas e.g. changing rooms	Medium	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy Coach/teacher education Poor practice and Whistleblowing 	Club Committee Person in charge	Clarify responsibilities before session starts
Unauthorised departure from club activities	Low	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy Coach/teacher education Poor practice and Whistleblowing 	Person in charge	Clarify responsibilities before session starts
Photography, filming or recording in prohibited areas	Low	<ul style="list-style-type: none"> Photography & Filming policy 	Person in charge	Enforce policy in changing and wet areas
Missing or found child on site	Low	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy 	Person in charge	Refer to policy and inform Gardai
Children sharing facilities with adults e.g. dressing room, showers etc.	Low	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy Poor practice and Whistleblowing Safeguarding policy 2019 	Club Committee CCO Person in charge	Plan with facilities management to create a suitable child centred environment in shared facilities

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COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with members and visitors	Low	<ul style="list-style-type: none"> Child Safeguarding Statement and Risk Assessment of Harm Safeguarding Training Policy Communications Policy 	Club Committee CCO Person in charge	<i>Display Child Safeguarding Statement</i> <i>Risk assessment completed</i>
No communication of Child Safeguarding Statement or Code of Conduct to members or visitors	Low	<ul style="list-style-type: none"> Child Safeguarding Statement and Risk Assessment of Harm Codes of Conduct Communications Policy 	Club Committee	Display Child Safeguarding Statement Distribute Safeguarding Policy as appropriate Publish it on LSC website
Unauthorised photography & recording of activities	Medium	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Person in charge	Ongoing review
Inappropriate use of social media and communications by under 18's	High	<ul style="list-style-type: none"> Communications Policy Codes of conduct Social Media Policy Away Trips Policy 	Club Committee	Ongoing review
Inappropriate use of social media and communications with under 18's	Low	<ul style="list-style-type: none"> Communications Policy Codes of conduct Social Media Policy Away Trips Policy 	Club Committee CCO Person in charge	Ongoing review
GENERAL RISK OF HARM				
Harm not being recognised	Low	<ul style="list-style-type: none"> Safeguarding Policy 2019 Safeguarding Training Recognising and Reporting Child Abuse Policy 	Club Committee All Club personnel	Ongoing review
Harm caused by - child to child adult to child	Low	<ul style="list-style-type: none"> Safeguarding Policy 2019 Safeguarding Training Recognising and Reporting Child Abuse Policy 	Club Committee All Club personnel CCO	Ongoing review
General behavioural issues e.g. bullying	Low	<ul style="list-style-type: none"> Code of conduct Anti-bullying policy Complaints & Disciplinary procedures 	Club Committee	Take disciplinary action where necessary Sign code of conduct

