



Risk Assessment for Templeogue Swim Club 2022

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 of 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	<i>Proof of qualification to be confirmed on appointment. Confirmation on SI database Newly appointed staff registered with SI</i>
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	<i>Ongoing review Ensure adequate staff for activity Ensure parent on duty is aware of their role duties and responsibilities</i>
Unauthorised photography & recording activities	LOW	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Person in charge Coach	<i>Ongoing review Policy is published Public notices in place</i>
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 CDC	<i>Ongoing review SI database for safeguarding vetting</i>
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	<i>Ongoing review Ensure team staff reflect gender balance of travelling team</i>
No guidance for travelling and away trips	LOW	<ul style="list-style-type: none"> Travel/Away trip policy Safeguarding Training policy 	Club Committee CCO	<i>Ongoing review Ensure pre travel meetings and reports CCO to be copied with arrangements and review</i>
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	<i>Ongoing review Ensure awareness of policy</i>

RECRUITMENT				
Recruitment of inappropriate people	LOW	<ul style="list-style-type: none"> Recruitment policy 	Club Committee	<i>Ongoing review, checking and updating Garda vetting</i>
Lack of clarity on roles	LOW	<ul style="list-style-type: none"> Recruitment Policy Safeguarding Roles including responsibilities - Safeguarding Training Policy 	Club Committee	<i>Check job description Put supervision in place</i>
Unqualified or untrained people in role	LOW	<ul style="list-style-type: none"> Recruitment Policy 	Club Committee Person in charge	<i>Check qualification Ongoing review Membership database does not provide club officials with overview of expired accreditations. Club officials do not receive a copy of notifications sent to club members.</i>
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	LOW	<ul style="list-style-type: none"> Complaints & Disciplinary procedures Communications Policy 	Club Committee CCO	<i>Publication of policies on website Continuous education of coaches' parents and athletes</i>
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	<i>Review the communication/responsibilities of the procedure/policy as required Ensure regular briefings with athletes and CCOs</i>
Complaints not being dealt with seriously	LOW	<ul style="list-style-type: none"> Complaints & Disciplinary procedures Poor practice and Whistleblowing 	Club Committee CCO	<i>Ongoing review Ensure pathway for raising complaints or concerns are clear</i>
FACILITIES				
Unauthorised access to facility and to	LOW	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy 	Club Committee Person in charge	<i>Clarify responsibilities before session starts</i>

designated young people's areas e.g., changing rooms		<ul style="list-style-type: none"> ▪ Coach/teacher education ▪ Poor practice and Whistleblowing ▪ Front desk supervision policy 	Facility staff	<i>Ongoing review of front desk supervision policy Continued use of CCTV</i>
Early morning training Unauthorised access during training	LOW	<ul style="list-style-type: none"> ▪ Supervision policy ▪ Parent education 	Club committee Parent on Duty	<i>Parent on duty needs to remain vigilant to any movement in the reception area</i>
Gym area and equipment	MEDIUM	<ul style="list-style-type: none"> ▪ Supervision policy ▪ Coach education ▪ Athlete education 	Club committee Parent on Duty Coach	<i>Ensure all athletes using the Gym Equipment is appropriately trained and supervised by coach and facility staff</i>
Photography, filming or recording in prohibited areas	MEDIUM	<ul style="list-style-type: none"> ▪ Photography & Filming policy 	Person in charge	<i>Enforce policy in changing and wet areas</i>
Closed circuit vision recording	LOW	<ul style="list-style-type: none"> ▪ Photography & Filming policy 	Club committee Facility manager	<i>Recordings stored on a 90-day rotation. Full disclosure of location of cameras to coaches and athletes</i>
HRV RYPT and monitoring	LOW	<ul style="list-style-type: none"> ▪ Data protection 	Club committee Coach and parents	<i>Ensure athletes and parental permissions</i>
Wi-Fi	MEDIUM	<ul style="list-style-type: none"> ▪ Internet and social media policy 	Club committee Parents Athletes	<i>Ensure awareness of social media policy and appropriate internet use</i>

Television on Pool deck	LOW	<ul style="list-style-type: none"> Internet and social media policy 	Coach Facility Staff	<i>Ensure appropriate use of TV, for demonstration, as a training aid and for viewing appropriate content</i>
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	<i>Refer to policy and inform Gardai/PSNI</i>
Children sharing facilities with adults e.g., dressing room, showers etc.	MEDIUM	<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	<i>Plan with facilities management to create a suitable child centred environment in shared facilities</i>
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 Inform members of codes of conduct</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	<i>Display Child Safeguarding Statement Distribute Safeguarding Policy as appropriate Ensure athletes are familiar with and sign the Code of Conduct documents</i>
Unauthorised photography & recording of activities	LOW	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Person in charge	<i>Ongoing review</i>
Inappropriate use of social media and communications by under 18's	Medium	<ul style="list-style-type: none"> Communications Policy Codes of conduct Social Media Policy Away Trips Policy 	Club Committee	<i>Ongoing review</i>

Inappropriate use of social media and communications with under 18's	Medium	<ul style="list-style-type: none"> ▪ Communications Policy ▪ Codes of conduct ▪ Social Media Policy ▪ Away Trips Policy 	Club Committee CCO Person in charge	<i>Ongoing review</i> <i>Ensure appropriate use of social media for team communications</i> <i>Activity is outside control of the club. Club can only react when they become aware of inappropriate activity</i> <i>Inform members of policy</i>
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	<i>Ongoing review</i>
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	<i>Ongoing review</i>
General behavioural issues e.g., bullying	LOW	<ul style="list-style-type: none"> ▪ Code of conduct ▪ Anti-bullying policy ▪ Complaints & Disciplinary procedures 	Club Committee	<i>Take disciplinary action where necessary</i> <i>Sign code of conduct</i>
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	LOW	<ul style="list-style-type: none"> ▪ Recognising and Reporting Child Abuse Policy ▪ Poor practice and Whistleblowing ▪ Codes of Conduct ▪ Safeguarding Training Policy ▪ Coach/teacher education 	Club Committee CCO	<i>Make reporting procedure known</i> <i>Include in Safeguarding L1</i> <i>Include in Club personnel training</i>
No Mandated Person appointed	LOW	<ul style="list-style-type: none"> ▪ Safeguarding Roles including responsibilities ▪ Recognising and Reporting Child Abuse Policy ▪ Poor practice and Whistleblowing ▪ Child Safeguarding Statement and Risk Assessment of Harm 	Swim Ireland	<i>Publicise identity of Mandated Person (CCO)</i>

No DLP appointed	LOW	<ul style="list-style-type: none"> ▪ Safeguarding Roles including responsibilities ▪ Recognising and Reporting Child Abuse Policy ▪ Poor practice and Whistleblowing ▪ Child Safeguarding Statement and Risk Assessment of Harm 	Club Committee	<i>Train DLP Publicise identity of DLP</i>
Concerns of abuse or harm not reported	LOW	<ul style="list-style-type: none"> ▪ Safeguarding Roles including responsibilities ▪ Recognising and Reporting Child Abuse Policy ▪ Poor practice and Whistleblowing ▪ Child Safeguarding Statement and Risk Assessment of Harm ▪ Safeguarding Training Policy 	Club Committee CCO CDC	<i>Include in Safeguarding L1 Publicise names of CCO, DLP, MP Publicise reporting procedures</i>
Not clear who members should talk to or report to	LOW	<ul style="list-style-type: none"> ▪ Safeguarding Roles including responsibilities ▪ Display the names of CCO/DLP and MP 	Club Committee CCO	<i>Publicise names of CCO and MP Include in Safeguarding L1</i>

This Risk Assessment has been discussed and completed by Templeogue Swimming Club on 17/01 /2022

Signed:

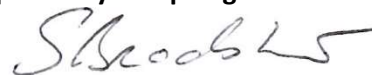


Name: Jurgen Osing

Role: *Chairperson*

Date: 17/01/2022

Signed:



Name: Shirley Bradshaw

Role: Club Children's Officer

Date: 17/01/2022