

# Risk Assessment & Club Safeguarding Statement

## Section 1 – Sunday’s Well Boating & Tennis Club Information

Branch details:

- (a) **Name:** Sunday’s Well Boating & Tennis Club
- (b) **NGB:** Tennis Ireland/Irish Squash
- (c) **Sports:** Tennis/Squash
- (d) **Location:** Mardyke Walk, Cork
- (e) **Size:** 1000+ members, 5 Coaches, 10 staff
- (f) **Activities:** Sunday’s Well Boating & Tennis Club provides tennis and squash activities and opportunities for children and young people through participation in parks, clubs, regional, provincial events and with our representative teams. The NGB is committed to safeguarding children and young people. All our affiliated stakeholders work under the guidance and policies of our Safeguarding Code. All our volunteers and staff working with children throughout the organisation, seek to create a safe environment for children and young people to participate in Tennis/Squash.

## Section 2 - Principles to safeguard children from harm

**Sunday’s Well Boating & Tennis Club** is committed to safeguarding children and by working under the guidance of our *NGB* Safeguarding Policies our staff, both volunteers and employed, working with our young people, throughout the organisation, seek to create a safe environment for young people to grow and develop within sport. The following set of principles should be adhered to:

- (i) **Importance of childhood** - The importance of childhood should be understood and valued by everyone involved in tennis.
- (ii) **Needs of the child** - All children’s sport experiences should be guided by what is best for children. This means that adults should have a basic understanding of the emotional, physical and personal needs of young people.
- (iii) **Integrity in relationships** - Adults interacting with children in tennis/squash are in a position of trust and influence. They should always ensure that children are treated with integrity and respect, and the self-esteem of young people is enhanced.
- (iv) **Fair Play** - All children’s sport should be conducted in an atmosphere of fair play. The principles of fair play should always be emphasised, and organisers should give clear guidelines regarding acceptable standards of behaviour.
- (v) **Quality atmosphere & ethos** - Children’s sport should be conducted in a safe, positive and encouraging atmosphere.

(vi) **Competition** - Competition is an essential element of tennis/squash and should be encouraged in an age and level appropriate manner. A child centered ethos will help to ensure that competition and specialisation are kept in their appropriate place.

(vii) **Equality** - All children should be valued and treated in an equitable and fair manner regardless of ability, age, gender, religion, social and ethnic background or political persuasion.

### Section 3 - Risk Assessment

This **Sunday's Well Boating & Tennis Club** written 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 require to alleviate these risks. The list of risks identified and procedures to manage these risks are contained in the following categories:

| Risk Identified  | Procedure in place to manage risk identified  |
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| <p><b>Club and Coaching Practices</b></p> <ul style="list-style-type: none"> <li>— Lack of coaching qualification.</li> <li>— Supervision issues.</li> <li>— Unauthorised photography &amp; recording activities.</li> <li>— Behavioural Issues.</li> <li>— Lack of gender balance amongst coaches</li> <li>— No guidance for travelling &amp; away trips</li> <li>— Lack of adherence with misc. procedures in Safeguarding policy</li> </ul> | <ul style="list-style-type: none"> <li>— Coach Education Policy/Recruitment Policy in place.</li> <li>— Supervision Policy/Coach Education Policy in place</li> <li>— Photography &amp; Use of Images Policy in place</li> <li>— Code of Conducts / Safeguarding 1 / Complaints &amp; Disciplinary Procedure/Policy in place</li> <li>— Coach Education Policy / Supervision Policy in place.</li> <li>— Travel/Away Trip Policy / Child Safeguarding Training.</li> <li>— Supervision Policy/ Complaints &amp; Disciplinary Procedure/Policy in place</li> </ul> |

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| <p><b>Complaints &amp; Discipline</b></p> <ul style="list-style-type: none"> <li>— Lack of awareness of a Complaints &amp; Disciplinary policy.</li> <li>— Difficulty in raising an issue by child &amp; or parent</li> <li>— Complaints not being dealt with seriously</li> </ul>   | <ul style="list-style-type: none"> <li>— Complaints &amp; Disciplinary procedure/policy / Communications procedure in place. Safeguarding Statement on website and club notice board</li> <li>— Complaints &amp; Disciplinary procedure/policy / Communications procedure in place</li> <li>— Complaints &amp; Disciplinary procedure/policy in place.</li> </ul>   |
| <p><b>Reporting Procedures</b></p> <ul style="list-style-type: none"> <li>— Lack of knowledge of organisational &amp; statutory reporting procedures</li> <li>— No DLP appointed.</li> <li>— Concerns of abuse or harm not reported.</li> <li>— Not clear who young person should talk to or report to.</li> </ul>   | <ul style="list-style-type: none"> <li>— Reporting procedures policy in place/ Coach Education policy / Code of Conducts in place</li> <li>— Reporting procedures policy in place. DLP appointed</li> <li>— Complaints &amp; Disciplinary procedure/policy in place. Child Safeguarding Training – Level 1</li> <li>— Names of CPO, DLP and Relevant Person posted on notice board and on website.</li> </ul> |
| <p><b>Use of Facilities</b></p> <ul style="list-style-type: none"> <li>— Unauthorised access to designated children’s play &amp; practice areas &amp; to changing rooms, showers, toilets etc...</li> <li>— Unauthorised exit from children’s areas.</li> <li>— Photography, filming or recording in prohibited areas.</li> <li>— Missing child.</li> <li>— Children sharing facilities with adults e.g., dressing room, showers etc.</li> </ul> | <ul style="list-style-type: none"> <li>— Supervision Policy/ Coach Education Policy</li> <li>— Supervision Policy/ Coach Education Policy</li> <li>— Photography &amp; Use of Images Policy</li> <li>— Missing Child Policy.</li> <li>— Safeguarding Policy.</li> </ul>   |

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| <p><b>Recruitment</b></p> <ul style="list-style-type: none"> <li>— Recruitment of inappropriate people.</li> <li>— Lack of clarity on roles.</li> <li>— Unqualified or untrained people in role.</li> </ul>   | <ul style="list-style-type: none"> <li>— Recruitment Policy/ Vetting Policy.</li> <li>— Recruitment Policy.</li> <li>— Recruitment Policy.</li> </ul>  |
| <p><b>Communications</b></p> <ul style="list-style-type: none"> <li>— Lack of awareness of ‘risk of harm’ with members and visitors.</li> <li>— No communication of Child Safeguarding Statement of Code of Behaviour to members of visitors.</li> <li>— Unauthorised photography &amp; recording of activities.</li> <li>— Inappropriate use of social media &amp; communications by under 18’s</li> </ul> | <ul style="list-style-type: none"> <li>— Child Safeguarding Statement / Supervision Policy and Code of Conducts.</li> <li>— Codes of Conducts are distributed via email to committees and coaches. Club Rules, Safeguarding Policy available to members through website and court booking System. Dedicated Safeguarding page on Club website.</li> <li>— Photography &amp; Use of Images policy</li> <li>— Communications policy / Social Media Policy/ Code of conducts</li> </ul> |
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| <p><b>General Risk of Harm</b></p> <ul style="list-style-type: none"> <li>— Harm not being recognised.</li> <li>— Harm caused by:<br/>Child to Child.<br/>Coach to Child.<br/>Volunteer to Child.<br/>Member to Child.<br/>Visitor to Child.</li> <li>— General behavioural issues.</li> <li>— Issues of Bullying.</li> <li>— Vetting of staff/volunteers.</li> <li>— Issues of Online Safety</li> </ul> | <ul style="list-style-type: none"> <li>— Safeguarding Policy / Child Safeguarding Training.</li> <li>— Safeguarding Policy / Child Safeguarding Training.</li> <li>— Code of Conducts.</li> <li>— Anti-Bullying policy.</li> <li>— Recruitment Policy / Vetting Policy</li> <li>— Social Media Policy.</li> </ul> |
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The Risk Assessment was undertaken on **01/06/2021**.

#### **Section 4 - Procedures**

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 and Gateway Northern Ireland). 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.

**Sunday’s Well Boating & Tennis 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.
- Procedure for maintaining a list of the persons (if any) in the relevant service who are mandated persons.
- Procedure for appointing a relevant person.
- Procedures for managing trips away and hosting children.

*Please note that all procedures listed are available on request.*

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**The Relevant Persons for Sunday's Well Boating & Tennis Club,**

- **Mr. David Hannam (Secretary/Manager)**
- **Mr. Keith O'Leary (Designated Liaison)**
- **Mr. Eoin O'Toole (Male Child Protection Officer)**
- **Ms. Kalene Kenefick – (Female Child Protection Officer)**

**Section 5 - Implementation**

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.

Please note the following:

- That all staff has been furnished with a copy of this statement.
- This statement is available to parents/guardians, the Agency and members of the public on request.
- This statement will be displayed in a prominent place by Sunday's Well Boating & Tennis Club

This Child Safeguarding Statement will be reviewed on **1<sup>st</sup> June 2022**

Date: 01/06/2021

On behalf of the **Sunday's Well Boating & Tennis Club**

Name: Mr. David Hannam

SECRETARY/MANAGER

Signed: 

Name: Mr. Eoin O'Toole

CHILD PROTECTION OFFICER

Signed: 

Name: Ms. Kalene Kenefick

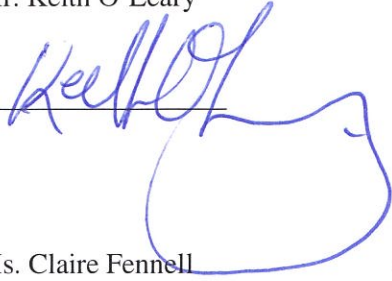
CHILD PROTECTION OFFICER

Signed: 

**Name:** Mr. Keith O'Leary

DESIGNATED LIASON PERSON

**Signed:**



**Name:** Ms. Claire Fennell

CLUB CHAIRMAN

**Signed:**

