



Risk Assessment 2021 for _____ Portmarnock Swim Club _____

This Club operates as a provider of a relevant service to children and young people, under Section 11 (1) of the Children First Act 2015, 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 2021 (Section 11 (1b) Children First Act 2015) is based on this risk assessment and will be completed/updated following completion of this Risk Assessment 2021 document.

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 must upload a copy of the fully completed and signed Risk Assessment 2021 to the Club profile on the Membership database.

The risk assessment is completed under the following five headings:

Potential risk of harm to children – identified risks of harm to children whilst accessing activities in the Club

Likelihood of risk – the likelihood of the risk happening in the Club using Low, Medium or High as measures of risk

Required Policy, Guidance and Procedure document – policy/policies required to alleviate the risk identified

Responsibility – where the responsibility lies for alleviating the identified risk

Further action – where further action might be necessary to alleviate any risk ongoing

The policy, guidance and procedures refer to the Swim Ireland Safeguarding Policy 2019 and any other rules or policy guidance in place.

Example for completion

Risk = Unauthorised photography & recording activities

Likelihood = Committee need to decide on level of risk L / M / H according to the activities in the

Required Policy etc = Photography & Filming Policy in place to alleviate the risk

Responsibility = Committee need to decide who in the club will take responsibility, suggestions are given

Further Action = Additional measures that might be needed to alleviate the risk, e.g. distribution of policy to members

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	L	<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 and experiences confirmed at appointment</i> <i>Check Swim Ireland database</i> <i>Register new staff with Swim Ireland database</i>
Solo working or working without observer	L	<ul style="list-style-type: none"> See policy section: Working with Young People Coach/teacher education Team Manager education 	Club Committee	<i>Adequate staff for activity</i>
Unauthorised photography & recording activities	L	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Person in charge	<i>Distribute the policy</i> <i>Checks during sessions and competitions</i>
Behavioural issues	L	<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>Check Swim Ireland database</i> <i>Distribution of information</i>
Lack of gender balance amongst club personnel	M	<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>Review during appointments</i>
No guidance for travelling and away trips	M	<ul style="list-style-type: none"> Travel/Away trip policy Safeguarding Training policy 	Club Committee	<i>Refer to policy during planning; CCO to have view of arrangements to ensure in line with best practice</i>
Lack of adherence with misc. procedures in Safeguarding policy	L	<ul style="list-style-type: none"> See policy section: Compliancy in Safeguarding Policy Complaints & Disciplinary procedures 	Club Committee Person in charge	<i>Distribution of location of policy</i>
RECRUITMENT				
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> Recruitment policy 	Club Committee	<i>Recruitment panel informed of policy</i>
Lack of clarity on roles	L	<ul style="list-style-type: none"> Recruitment Policy Safeguarding Roles including responsibilities - Safeguarding Training Policy 	Club Committee	<i>Check job description</i> <i>Ensure staff or volunteers supervised</i> <i>Respond to complaints</i>

Potential risk of harm to children	Likelihood of risk L-M-H	Required Policy, Guidance and Procedure document	Responsibility	Further action required ...
Unqualified or untrained people in role	L	<ul style="list-style-type: none"> Recruitment Policy 	Club Committee Person in charge	Check qualification, experiences, and credentials are valid for those in roles
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedures Communications Policy 	Club Committee CDC	Ensure distribution of policies to members and appropriate committees
Difficulty in raising an issue by child & or parent	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedures Communications Policy Poor practice and Whistleblowing 	Club Committee CCO	Ensure distribution of policies to members CCO is identified to all members
Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedures Poor practice and Whistleblowing 	Club Committee CCO CDC	Ensure pathway for raising complaint or concern is clear to members Appoint CDC
FACILITIES				
Unauthorised access to designated young people's areas e.g. changing rooms	M	<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 protocols before sessions Inform members using facilities Ensure reporting pathway is clear
Unauthorised departure from club activities	L	<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 protocols before sessions List of emergency contact numbers for parent/carers
Photography, filming or recording in prohibited areas	L	<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	L	<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/PSNI
Children sharing facilities with adults e.g. dressing room, showers etc.	M	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy Poor practice and Whistleblowing 	Club Committee CCO Person in charge	Plan with facilities management to create a suitable child centred environment in shared facilities
COMMUNICATIONS AND SOCIAL MEDIA				

Potential risk of harm to children	Likelihood of risk L-M-H	Required Policy, Guidance and Procedure document	Responsibility	Further action required ...
Lack of awareness of 'risk of harm' with members and visitors	L	<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>Publish and display Child Safeguarding Statement Inform members of Code of Conduct</i>
No communication of Child Safeguarding Statement or Code of Conduct to members or visitors	M	<ul style="list-style-type: none"> Child Safeguarding Statement and Risk Assessment of Harm Codes of Conduct Communications Policy 	Club Committee	<i>Publish and display Child Safeguarding Statement Distribute Safeguarding Policy as appropriate</i>
Unauthorised photography & recording of activities	M	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Person in charge	<i>Inform members of the policy</i>
Inappropriate use of social media and communications by under 18's	M	<ul style="list-style-type: none"> Communications Policy Codes of conduct Social Media Policy Away Trips Policy 	Club Committee	<i>Inform members of the policy</i>
Inappropriate use of social media and communications with under 18's	M	<ul style="list-style-type: none"> Communications Policy Codes of conduct Social Media Policy Away Trips Policy 	Club Committee CCO Person in charge	<i>Inform members of the policy</i>
GENERAL RISK OF HARM				
Harm not being recognised	L	<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	L	<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	L	<ul style="list-style-type: none"> Code of conduct Anti-bullying policy Complaints & Disciplinary procedures 	Club Committee	<i>Take disciplinary action where necessary Sign code of conduct</i>
REPORTING PROCEDURES				

Potential risk of harm to children	Likelihood of risk L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
Lack of knowledge of organisational and statutory reporting procedures	L	<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	<p>Inform members of reporting procedure</p> <p>Attend Safeguarding level 1 training</p> <p>Include in Club handbook</p>
No Mandated Person appointed	L	<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	<p>Publicise identity of Mandated Person</p>
No DLP appointed	L	<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	<p>Train DLP</p> <p>Publicise identity of DLP</p>
Concerns of abuse or harm not reported	L	<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	<p>Attend Safeguarding level 1 training</p> <p>Publicise names of CCO, DLP, MP</p> <p>Inform members of reporting procedures</p> <p>Include in Club handbook</p>
Not clear who YP should talk to or report to	L	<ul style="list-style-type: none"> Safeguarding Roles including responsibilities Display the names of CCO Display DLP and MP 	Club Committee CCO	<p>Attend Safeguarding level 1 training</p> <p>Inform members of reporting procedures</p> <p>Provide opportunity for young people to raise concerns</p>

This Risk Assessment 2021 has been discussed and completed by the committee of Redmarrow Swim Club on 06.12.21 (date to be entered on the CSS)

Committee Member

Signed:

[Signature]

Club Children's Officer

Signed:

[Signature]

Child Safeguarding Statement for Portmarnock Swim Club (ROI Club)

Our Club provides swimming / water polo / diving opportunities for young people through involvement in our teaching and coaching sessions. Our Club is committed to safeguarding children and operates under the guidance of the Swim Ireland Safeguarding Policy 2019. All staff, both volunteers and employed who work with our young people, seek to create a safe environment for young people to participate in their sport.

A risk assessment of harm has been completed containing the following areas of potential risk of harm to young people in our Club:

Risk of harm identified in each section of the Risk Assessment	Procedure in place to mitigate risk of harm
Club and Coaching Practices – including risk of behaviour, unauthorised activities, travelling, lack of adherence to Safeguarding Policies	Safeguarding Roles including their responsibilities Safeguarding Training Poor practice and Whistleblowing Filming & Photography Policy Travelling and Away Trips Policies
Recruitment – including risk of unqualified persons or lack of clarity of role of those working with young people	Vetting Policy Recruitment Policy Safeguarding Training
Complaints & Discipline including lack of awareness of procedures and how to raise issues	Complaints & Disciplinary procedures Communications Policy Poor practice and Whistleblowing
Use of Facilities – including the risk of harm whilst accessing facilities	Person on Duty and Supervision Policies Poor practice and Whistleblowing Policy
Communications – including risk of harm whilst communicating with young people	Communications Policy Code of Conduct
General Risk of Harm – including risk of harm due to bullying, poor practice	Code of Conduct Anti-bullying Promise and Policy Poor practice and Whistleblowing Policy
Reporting Procedures – including risk of harm through not knowing or understanding reporting procedures	Poor practice and Whistleblowing Policy Recognising and Reporting Child Abuse Policy

The Club Risk Assessment of Harm was undertaken by the Club committee on 10/12/21 (date)

This Club's 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). Our Club also operates in line with the Swim Ireland Safeguarding Policy. There are, in addition to our Risk Assessment of Harm procedures detailed above, further policy documents in the Swim Ireland Safeguarding Policy listed below that support our intention to safeguard children while they are involved with our activities:

- Section 1 Compliancy including Audit Policy; Child Safeguarding Statement and Risk Assessment of Harm (understanding this document); Membership Risk Assessment Policy
- Section 2 Working with young people including Inclusion Policy; Well-being and Mental Health Policy
- Section 3 Policies including Age and Gender; Anti-doping and Substance Misuse; Monitoring Movements; Physical Contact; Social Media Policy; Spectator Behaviour Policy

The Swim Ireland appointed Mandated Person is Kate Hills, contact phone: 0868560672; contact mail: katehills@swimireland.ie

Our Club is committed to the implementation of the procedures detailed in this Child Safeguarding Statement and the Swim Ireland Safeguarding Policy 2019, and this is an ongoing process. Our intention is to keep children safe from harm while availing of our activities.

The review period for this Child Safeguarding Statement is 1st September 2021 – 31st December 2021.

Contact details for Club

Name: Tatiana Baranova

Email: tsblgh@hotma.1.com Phone: 0870513241

Club Chairperson

Signed: P. Saen

Date: 10/12/21

Name: Patricia Jones

Phone no: 086-1954233

Club Children's Officer (Relevant Person)

Signed: TB

Date: 02.12.2021

Name: Tatiana Baranova

Phone no: 0870513241

For queries on this Child Safeguarding Statement, please contact the Club Children's Officer (Relevant Person))

Name:

Jessica

Date:

6/12/21

Role on Committee:

Hon Secretary

Name:

Tahira Bekanova

Date:

06/22/21