

Ennis Lawn Tennis and Badminton Club

RISK ASSESSMENT AND CHILD SAFEGUARDING STATEMENT

Approval date June 2019

Revision date 23rd April 2021

Review date 23rd April 2023

Next review date 23rd April 2025

Child Safeguarding Statement

1. NAME OF SERVICE AND ACTIVITIES PROVIDED

Ennis Lawn Tennis and Badminton Club: is an affiliated sporting organisation providing tennis and badminton activities for children, young people and adults.

Location: Mill Road, Ennis, Co Clare

Activities: ELTBC provides tennis and badminton activities for children and young people through participation in organised tennis and badminton activities such as coaching, social tennis and badminton, tennis and badminton camps and competitions. ELTBC is committed to safeguarding children and young people. All of our staff and volunteers, who engage with children, work under the guidance and policies of our safeguarding code and in adherence with Children's First 2015 and seek to create a safe environment for children and young people to participate in tennis and badminton.

The management structure is: Chairperson, and elected officers who meet on a monthly basis to oversee the running of the club. Each section of the club is represented on this committee, Junior and Senior tennis captains and Junior and Senior badminton captains. Male and Female child protection officers are part of the committee.

2. COMMITMENT TO SAFEGUARD CHILDREN FROM HARM

- Our Club is committed to safeguarding the children in our care and to providing a safe environment in which they can play, learn and develop.
- Our Club believes that the welfare of the children attending our club is paramount. We are committed to child-centred practice in all of our contact with children.
- We are committed to upholding the rights of every child and young person who attends our club, including the rights to be kept safe and protected from harm, listened to, and heard.

- Our policy and procedures to safeguard children and young people reflect national policy and legislation and are underpinned by Children First: National Guidance for the Protection and Welfare of Children 2017, the Tusla Children First - Child Safeguarding Guide 2017, and the Children First Act 2015.
- Our policy declaration applies to all staff, volunteers, committee/ board members and students on work placement within our organisation. All committee board members, staff, volunteers and students must sign up to and abide by the policies, procedures and guidance encompassed by this policy declaration and our child safeguarding policy and accompanying procedures.
- We will review our child safeguarding statement and accompanying child safeguarding policies and procedures every 2 years or sooner if necessary, due to service issues or changes in legislation or national policy.
- **Designated Liaison Person** for Child Protection

Deputy: TINA WISEMAN 087 6624616	DLP: BILL TWOMEY 087-2517885
ROBERT FAHY 086-3776497	

3. RISK ASSESSMENT

In accordance with the Children First Act 2015, the Board of Management has carried out an assessment of any potential for harm to a child while attending the service or participating in club activities. A written assessment setting out the areas of risk identified and the service procedures for managing those risks is summarised below:

Potential risk of harm to children	Likelihood harm happens L; M;H	Required policy, guidance and procedure document	Responsibility club/reg national	Further action required
CLUB AND COACHING				

<p>PRACTICES</p> <p>Lack of coaching qualification</p> <p>Supervision</p> <p>Unauthorised photography and recording activities</p> <p>Behavioural issues</p> <p>No guidance for travelling and away trips</p> <p>Lack of gender balance among coaches</p> <p>Lack of adherence with misc procedure In safeguarding policy (mobile/photography/transport)</p>		<ul style="list-style-type: none"> • Coach education policy • Recruitment policy • Supervision policy • coach education policy • Photography and use of Images Policy • Code of Conduct • Safeguarding level 1 (min) • Complaints and Disciplinary Policy • Travel/Away trip policy • Safeguarding training • Coach education policy • supervision policy • Safeguarding policy • Complaints and Disciplinary policy 		<p>Proof of qualification to be confirmed</p> <p>ongoing review</p> <p>ongoing review</p> <p>ongoing review</p> <p>ongoing review</p> <p>Ongoing review</p> <p>Ongoing review</p>
<p><u>COMPLAINTS AND DISCIPLINE</u></p> <p>Lack of awareness of a complaints and Disciplinary policy</p> <p>Difficulty in raising an issues by child a Or parent (as above point)</p>		<ul style="list-style-type: none"> • Complaints and Disciplinary procedure • policy and Communications Procedure • Complaints and Disciplinary procedure 		<p>If arises, immediate action is needed. Greater communication Required</p> <p>Review the communications /responsibilities of the</p>

<p>Complaints not being dealt with seriously</p> <p><u>REPORTING PROCEDURES</u></p> <p>Lack of knowledge of organisational and Statutory reporting procedures</p> <p>No mandated person appointed</p> <p>No DLP appointed</p> <p>Concerns of abuse or harm not reported</p> <p>Not clear who young person should talk to or report to</p>		<ul style="list-style-type: none"> • policy Communications procedure Procedure • Complaints and Disciplinary Procedure/policy • Communications procedure • Reporting procedure/policy • Coach education policy • Code of Conduct/Behaviour • Reporting procedures/policy. • Reporting procedures/policy • Reporting procedures and policies • Child safeguarding training L1 • Post names of CCO's; DLP and MP 		<p>Procedure/policy as required</p> <p>Ongoing review.</p> <p>Make policies and Procedures available. Include in safeguarding training L1 include in coach education training</p> <p>Publicise identity of mandated person train mandated person in their role</p> <p>Train all DLPs Publicise identity of DLPs</p> <p>Include in safeguarding L1 Publicise names of CCO's; DLP's; MP; Publicise internal and external reporting procedures Communicate in club Include in safeguarding L1</p>
--	--	---	--	--

<p><u>USE OF FACILITIES</u></p> <p>Unauthorised access to designated children’s play and practice areas and changing rooms, showers and toilets</p> <p>Unauthorised exit from children’s area</p> <p>Photography, filming or recording in public areas</p> <p>Missing or found children on site</p> <p>Children sharing facilities with adults, dressing rooms/shower areas</p>		<ul style="list-style-type: none"> • Supervision policy • Coach education • Supervision policy • Coach education • Photography policy and use of devices in private zones • Missing or found child policy • Safeguarding policy 		<p>Clarify responsibilities before session starts</p> <p>Clarify responsibilities before session starts</p> <p>Enforce policy in private changing and wet areas</p> <p>Refer to policy and inform an Garda Siochana</p> <p>Plan with facilities management to create a suitable child centred environment in shared facilities</p>
<p><u>RECRUITMENT</u></p> <p>Recruitment of inappropriate people</p> <p>Lack of clarity on roles</p> <p>Unqualified or untrained people in role</p>		<ul style="list-style-type: none"> • Recruitment policy • Recruitment policy • Recruitment policy 	<p>ELTBC</p> <p>ELTBC</p> <p>ELTBC</p>	<p>Ongoing review</p> <p>Clarify job description and put supervision in place</p> <p>Check qualifications and review on-going as appropriate</p>

<p><u>COMMUNICATIONS AND SOCIAL MEDIA</u></p> <p>Lack of awareness of “risk of harm” with members and visitors</p> <p>No communication of Child safeguarding statement or code of behaviour to members or visitors</p> <p>Unauthorised photography and recording of activities</p> <p>Inappropriate use of social media and communications by U18s</p> <p><u>GENERAL RISK OF HARM</u></p> <p>Harm not being recognised</p> <p>Harm being caused by: child to child/ Coach to child/volunteer to child/ member to child/visitor to child</p> <p>General behaviour issues</p> <p>Issues of Bullying</p> <p>Vetting of staff/volunteers</p>		<ul style="list-style-type: none"> • Child safeguarding statement • Training policy • Child safeguarding statement – on display • Distribute Code of Behaviour • Photography and use of images policy • Communications policy • Code of conduct • Safeguarding policy • Child safeguarding training • Safeguarding policy • Child safeguarding training • Code of conduct • Anti -bullying policy • Garda vetting • Recruitment policy 		<p>Club has devised specific safety statement and action plan as required</p> <p>Communicate child safeguarding statement</p> <p>Communicate child safeguarding statement display code or sections, as appropriate</p> <p>ongoing review</p> <p>ongoing review</p> <p>Ongoing review</p> <p>Ongoing review</p> <p>Ongoing review. Take Disciplinary action as needed Sign code of contract</p> <p>Ongoing review</p> <p>Governance by CCO’s</p>
--	--	---	--	---

4. CHILD SAFEGUARDING POLICIES AND PROCEDURES

Our Child Safeguarding Statement has been developed in line with requirements by 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.

Ennis Lawn Tennis and Badminton Club have 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 facilities
- Procedures for access to child safeguarding training and information, including the identification of the occurrence of harm
- Procedures for the reporting of child protection or welfare concerns to the statutory authorities

Copies of all policies and procedures referred to can be accessed on Tennis Ireland and Badminton Ireland websites

5. IMPLEMENTATION AND REVIEW

- ELTBC recognise that implementation is an ongoing process. ELTBC is committed to the implementation of this Child Safeguarding Statement and the accompanying child safeguarding policies and procedures that support our intention to keep children safe from harm while attending the club.
- This Statement will be reviewed every 2 years or as soon as practicable after there has been a material change in any matter to which the statement refers.
- This statement has been published on the club website and is displayed in the clubhouse. It has been provided to all members, volunteers and any other persons involved with the service. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla if requested.

This Child Safeguarding statement will be reviewed on or before 23rd April 2025

Signed: _____
Tina Wiseman Rob Fahy Bill Twomey
Child protection officer Child Protection officer Designated Liaison Person

The signed version is on the noticeboard in the clubhouse.

Date: 23rd April 2023

RISK ASSESSMENT TEMPLATE

Person(s) carrying out Risk Assessment:

Date:

Risk Identified	Who is Responsible?	What is Currently in Place to Manage the Risk	What Future Actions are Needed?