



Risk Assessment 2021 for Dungarvan Barracudas

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	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 Chairperson Club Secretary Club Treasurer	Secretary to maintain data base to ensure that volunteers have up to date safe guarding done and renewal dates for garda vetting etc adhered to.
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	None- Rota in place for each training session with parents who have undertaken safeguarding training and garda vetting. Reminder text sent to parent group in advance of each training session.
Unauthorised photography & recording activities	Low	<ul style="list-style-type: none"> Photography & Filming policy 	Coach	Reminder of rules to be given at each competition/gala
Behavioural issues	Low	<ul style="list-style-type: none"> Codes of Conduct for those working with young people Safeguarding Training policy Complaints & Disciplinary procedures 	CDC Coach	Reminder text to be sent to parents/guardians re display of code of conduct on club website
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	Review during appointments but very difficult when depending on volunteers
No guidance for travelling and away trips	Low	<ul style="list-style-type: none"> Travel/Away trip policy Safeguarding Training policy 	Coach, CCO	Refer to policy during planning; CCO to have view of arrangements to ensure in line with best practice
Lack of adherence with misc. procedures in Safeguarding policy	Low	<ul style="list-style-type: none"> See policy section: Compliancy in Safeguarding Policy Complaints & Disciplinary procedures 	CCO Coach	Distribution of policy
RECRUITMENT				
Recruitment of inappropriate people	Low	<ul style="list-style-type: none"> Recruitment policy 	Coach Chairperson Treasurer	Those involved in recruitment when required to remind themselves of recruitment policy
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 Ensure staff or volunteers supervised Respond to complaints

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	Low	<ul style="list-style-type: none"> Recruitment Policy 	Coach Chairperson	<i>Check qualification, past work experiences and credentials are valid for those in roles within club</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 CDC	<i>Ensure distribution of policies to members and appropriate committees</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>Ensure distribution of policies to members CCO details to be uploaded on to club website and request sought to display details on Newtown swimming pool notice board</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>Ensure pathway for raising complaint or concern is clear to members</i>
FACILITIES				
Unauthorised access to designated young people's areas e.g. changing rooms	Low	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy Coach education Poor practice and Whistleblowing 	CCO Coach Volunteer present at training	<i>Clarify protocols before sessions Inform members using facilities Ensure reporting pathway is clear</i>
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 	Coach CCO Volunteer present at training session	<i>Clarify protocols before sessions Ensure list of emergency contact numbers for parent/carers is up to date</i>
Photography, filming or recording in prohibited areas	Low	<ul style="list-style-type: none"> Photography & Filming policy 	Volunteer present at training/completion Coach	<i>Enforce policy in changing and wet areas</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 	Volunteer in charge	<i>Refer to policy and inform Gardai</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 	Coach CCO	<i>Plan with facilities management to create a suitable child centred environment in shared facilities</i>

Potential risk of harm to children	Likelihood of risk L-M-H	Required Policy, Guidance and Procedure document	Responsibility	Further action required ...
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 Coach	<p><i>Publish and display Child Safeguarding Statement</i></p> <p><i>Inform members of Code of Conduct</i></p>
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	<p><i>Distribute Child Safeguarding Statement to members with information pack</i></p> <p><i>Distribute Safeguarding Policy as appropriate</i></p> <p><i>Part of pack</i></p> <p><i>Inform members of the policy</i></p>
Unauthorised photography & recording of activities	Low	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee CCO Coach	<p><i>Inform members of the policy</i></p>
Inappropriate use of social media and communications by under 18's	Low	<ul style="list-style-type: none"> Communications Policy Codes of conduct Social Media Policy Away Trips Policy 	Club Committee CCO Coach	<p><i>Inform members of the policy</i></p>
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 Coach	<p><i>Inform members of the policy</i></p>
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	<p><i>Ongoing review</i></p>
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	<p><i>Ongoing review</i></p>
General behavioural issues e.g. bullying	Low	<ul style="list-style-type: none"> Code of conduct Anti-bullying policy Complaints & Disciplinary procedures 	Club Committee	<p><i>Take disciplinary action where necessary</i></p> <p><i>Sign code of conduct</i></p>
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	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 	Coach CCO Chairperson	<p>Inform members of reporting procedure</p> <p>Plan for Information evening where parents/guardians and swimmers can meet CCO</p>
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	Publicise identity of Mandated Person
No DLP appointed		<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	
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	<p>Attend Safeguarding level 1 training</p> <p>Publicise names of CCO,</p> <p>Inform members of reporting procedures at time of membership</p>
Not clear who YP should talk to or report to		<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 Dungarvan Barracudas on 26th January 2022

Committee Member

Signed: 

Name: Siobhan Mc Grath

Date: 28th January 2022

Role on Committee: Secretary

Club Children's Officer

Signed: 

Name: Timothy Keegan

Date: 28th January 2022