

## Risk Assessment Document for *(Tallaght Rockets Volleyball Club/Dublin 24)*

This risk assessment considers the potential for harm to come to children whilst they are in *(TRVC/Dublin 24)* care. This risk assessment precedes the Child Safeguarding Statement (Section 11 (1b) Children First Act 2015) which is developed following this risk assessment process. In accordance with the requirements of Section 11 (1) of the Children First Act 2015 the risk is of abuse and not general health and safety risk (covered under a separate H&S policy and risk assessment).

Section 11 (1) of the Children First Act 2015 states that where a person proposes to operate as a provider of a relevant service, he or she shall, within 3 months from the date on which he or she commences as such a provider —

- (a) Undertake an assessment of any potential for harm to a child while availing of the service (in this section referred to as a “risk”).

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required ...
<b>CLUB &amp; COACHING PRACTICES</b>				
Lack of coaching qualification	M	<ul style="list-style-type: none"> <li>▪ Coach education policy</li> <li>▪ Recruitment policy</li> </ul>	Club	<i>Transfer from DIW Coach from Australian Coaching qualification to Irish Coaching Qualification</i>
Supervision issues	M	<ul style="list-style-type: none"> <li>▪ Supervision policy</li> <li>▪ Coach education policy</li> </ul>	Club	<i>Deputy Children’s Officer will be organised in case of Children’s Officer being absent in D2W trainings (only training with juniors within club at present)</i>
Unauthorised photography & recording activities	M	<ul style="list-style-type: none"> <li>▪ Photography and Use of Images policy</li> </ul>	Club	<i>Written consent of the parents regarding photography and use of images will be acquired prior to taking photographs by the club photographer for D2W matches</i>
Behavioural Issues	M	<ul style="list-style-type: none"> <li>▪ Code of Conduct</li> <li>▪ Safeguarding Level 1 (min)</li> <li>▪ Complaints &amp; Disciplinary policy</li> </ul>	Club	<i>All volunteers (Referees, Committee) and employed personnel (Coaches) will acquire a Safeguarding Level 1.</i>

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				<i>Code of Conduct will be signed by all Club Members, Volunteers and employed personnel.</i>
<b>Lack of gender balance amongst coaches</b>	<b>M</b>	<ul style="list-style-type: none"> <li>▪ Coach education policy</li> <li>▪ Supervision policy</li> </ul>	Club	<i>Female coaches are employed in the club. At present the ratio of male to female coaches is 3m to 1f for 2mens and 2women's teams.</i>
<b>No guidance for travelling and away trips</b>	<b>L</b>	<ul style="list-style-type: none"> <li>▪ Travel/Away trip policy</li> <li>▪ Child Safeguarding Training</li> </ul>	Club	<i>Policy on travelling and trips away can be requested from the Children's Officer on request.</i>
<b>Lack of adherence with misc procedures in Safeguarding policy (i.e. mobile, photography, transport)</b>	<b>H</b>	<ul style="list-style-type: none"> <li>▪ Safeguarding policy</li> <li>▪ Complaints &amp; disciplinary policy</li> </ul>		<i>Private individuals like fans from opposing team can't be prevented from taking photographs and video material and publishing that on social media platforms at D2W matches.</i>
<b>COMPLAINTS &amp; DISCIPLINE</b>				
<b>Lack of awareness of a Complaints &amp; Disciplinary policy</b>	<b>M</b>	<ul style="list-style-type: none"> <li>▪ Complaints &amp; Disciplinary procedure/policy</li> <li>▪ Communications procedure</li> </ul>	Club	<i>Before the start of the season 2019/20 all Volunteers and employed personnel and parents of junior club members (under 18's) will receive information in complaints and Disciplinary procedures and policies as well ad communication pathways that are put in place by the Club (TRVC).</i>
<b>Difficulty in raising an issue by child &amp; or parent Reason: Covered above</b>	<b>L</b>	<ul style="list-style-type: none"> <li>▪ Complaints &amp; Disciplinary procedure/policy</li> <li>▪ Communications procedure</li> </ul>	Club	<i>Official documentations in Child Safety will be publicly available on the TRVC website (<a href="https://www.tallaghtrocketsvc.com">https://www.tallaghtrocketsvc.com</a>) and parents will be made aware of the location of Documentation of procedures.</i>

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Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> </ul>	Club	<i>Children's Officer (Daniela Bossard) and Designate Liaison Person (Tomasz Kanopka) have appropriate education.</i>
<b>REPORTING PROCEDURES</b>				
Lack of knowledge of organisational and statutory reporting procedures	L	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> <li>Coach education policy</li> <li>Code of Conduct /Behaviour</li> </ul>	NGB MP DLP	<i>Make policies and procedures available            Include in Safeguarding Training (L1)            Include in Coach Education Training</i>
No Mandated Person appointed	L	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> </ul>	NGB	<i>Mandated Person: Norma McIntyre</i>
No DLP Appointed	L	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> </ul>	NGB Club	<i>Train all DLPs            DLP publicised on Website            (<a href="https://www.tallaghtrocketsvc.com">https://www.tallaghtrocketsvc.com</a>)</i>
Concerns of abuse or harm not reported	L	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> <li>Child Safeguarding Training – Level 1</li> </ul>	MP DLP	<i>Include in Safeguarding Training (L1)            Publicise names of CCOs, DLPs, MP(s) on website            (<a href="https://www.tallaghtrocketsvc.com">https://www.tallaghtrocketsvc.com</a>)            Publicise internal and external reporting procedures</i>
Not clear who YP should talk to or report to		<ul style="list-style-type: none"> <li>Post the names of CCOs, DLPs and MP</li> </ul>	CCO DLP	<i>Information on CCO and DLP on Website            (<a href="https://www.tallaghtrocketsvc.com">https://www.tallaghtrocketsvc.com</a>)            including phone numbers.            Personal introduction to all parents and juniors upon first meeting.            Include in Safeguarding Training (L1)</i>
<b>FACILITIES</b>				
Unauthorised access to designated children's play & practice areas and to	H	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach education</li> </ul>	NGB Club	<i>Clarify responsibilities before session starts</i>

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changing rooms, showers, toilets etc.				
Unauthorised exit from children's areas	L	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach education</li> </ul>		<i>Clarify responsibilities before session starts</i> <i>Every training with Juniors is supervised by the CCO or deputy CCO (named by the CCO when not present at D1W training)</i>
Photography, filming or recording in prohibited areas	L	<ul style="list-style-type: none"> <li>Photography policy and use of devices in private zones</li> </ul>		<i>Enforce policy in private changing and wet areas</i>
Missing or found child on site	L	<ul style="list-style-type: none"> <li>Missing or found child policy</li> </ul>		<i>Refer to policy and inform Gardai</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	H	<ul style="list-style-type: none"> <li>Safeguarding policy</li> </ul>		<i>No separate changing room available for juniors. They are asked to come to trainings in gear or change before adults using changing rooms (especially for travel games)</i>
<b>RECRUITMENT</b>				
Recruitment of inappropriate people	M	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	NGB Club CCO Appropriate personnel	<i>Ongoing review</i> <i>Garda vetting and appropriate Irish accredited coaching certificate for all coaches. Safeguarding 1 for all volunteers (committee)</i>
Lack of clarity on roles	L	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	Club	<i>Check job description</i> <i>Put supervision in place by CCO</i>
Unqualified or untrained people in role	L	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	Club	<i>Check qualification</i>

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<b>COMMUNICATIONS AND SOCIAL MEDIA</b>				
Lack of awareness of 'risk of harm' with members and visitors	M	<ul style="list-style-type: none"> <li>Child Safeguarding Statement</li> <li>Training policy</li> </ul>	National Club DLP CCO	<i>Communicate Child Safeguarding Statement</i> <i>Publicly available on website</i> <a href="https://www.tallaghtrocketsvc.com">(<a href="https://www.tallaghtrocketsvc.com">https://www.tallaghtrocketsvc.com</a>)</a>
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	L	<ul style="list-style-type: none"> <li>Child Safeguarding Statement – display</li> <li>Code of Behaviour - distribute</li> </ul>	Club Executive County Committee DLP Children's Officer	<i>Communicate Child Safeguarding Statement publicly available on website</i> <a href="https://www.tallaghtrocketsvc.com">(<a href="https://www.tallaghtrocketsvc.com">https://www.tallaghtrocketsvc.com</a>)</a> <i>Distribute Code or Sections as appropriate</i>
Unauthorised photography & recording of activities	H	<ul style="list-style-type: none"> <li>Photography and Use of Images policy</li> </ul>	Club	<i>No phones on changing facilities.</i> <i>Consent from parents for club photographer and social media commissioner.</i> <i>Exposure to pictures/video material from guest teams.</i>
Inappropriate use of social media and communications by under 18's	L	<ul style="list-style-type: none"> <li>Communications policy</li> <li>Code of conduct</li> </ul>	Club	<i>Communication on social media will only go through parents</i>
Inappropriate use of social media and communications with under 18's	L	<ul style="list-style-type: none"> <li>Communications policy</li> <li>Code of conduct.</li> </ul>	Club	<i>Written consent from parents to use team pictures/ individual pictures of matches and tournaments on the TRVC Instagram, the TRVC facebook and on the TRVC website.</i>
<b>GENERAL RISK OF HARM</b>				
Harm not being recognised	M	<ul style="list-style-type: none"> <li>Safeguarding policy</li> </ul>	Club	<i>Regular check up with coaches, parents and juniors.</i>

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		<ul style="list-style-type: none"> <li>▪ Child Safeguarding Training</li> </ul>		
<b>Harm caused by</b> - child to child - coach to child - volunteer to child - member to child - visitor to child	<b>M</b>	<ul style="list-style-type: none"> <li>▪ Safeguarding policy</li> <li>▪ Child Safeguarding Training</li> </ul>	Club	<i>Supervision of every training by CCO or deputy CCO appointed by CCO with appropriate training.</i>
<b>General behavioural issues</b>	<b>L</b>	<ul style="list-style-type: none"> <li>▪ Code of Conduct</li> </ul>	Club	<i>Take disciplinary action where necessary Sign code of conduct</i>

Explanation of terms used:

- **Potential risk of harm to children** – these are identified risks of harm to children whilst accessing activities in the Club/Region/Province/NGB.
- **Likelihood of harm happening** – the likelihood of the risk occurring in the club/region/NGB 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.

This Risk Assessment document has been discussed and completed by *(Tallaght Rockets Vollebyall Club/Dublin 24)* on *05 /09/2019*

Signed: *Paul Garcia*

Name: Paul Garcia

Role: Chairman

Date: 05.09.2019

Signed: *Daniela Bossard*

Name: Daniela Bossard

Role: Club Children's Officer

Date: 05.09.2019