



## Appendix 2-Puckane And District Tennis Club Risk Assessment And Child Safeguarding Statement

### Section 1 – Puckane and District Tennis Club information

Club details:

- (a) **Name:** Puckane and District Tennis Club
- (b) **Sport:** Tennis
- (c) **Location:** Puckane, Nenagh, Co. Tipperary.
- (d) **Size:** 16 Family, 41 Single, 2 Student & 40 Juvenile Members.
- (e) **Activities:** Puckane and District Tennis Club provides tennis activities and opportunities for children and young people through participation in Easter and Summer Coaching Sessions. The Club is committed to safeguarding children and young people. All our affiliated members work under the guidance and policies of our Safeguarding Code. All our volunteers and club members working with children throughout the organisation, seek to create a safe environment for children and young people to participate in Tennis.

### Section 2 - Principles to safeguard children from harm

**Puckane and District Tennis Club** is committed to safeguarding children and by working under the guidance of our *Club* Safeguarding Policies our club Committee members and volunteers, working with our young people, throughout the club, 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 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 and should be encouraged in an age and level appropriate manner. A child centred 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 **Puckane and District 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
<p><b>Club and Coaching Practices</b></p> <ul style="list-style-type: none"> <li>a) Lack of coaching qualification</li> <li>b) Supervision issues</li> <li>c) Unauthorised photography &amp; recording activities</li> <li>d) Behavioural Issues</li> <li>e) Lack of gender balance amongst coaches</li> <li>f) Lack of adherence with misc procedures in Safeguarding policy</li> </ul>	<ul style="list-style-type: none"> <li>a) Supervision Procedures/Coach education policy</li> <li>b) Supervision Procedures /Coach education policy</li> <li>c) Consent for use of photographs/video</li> <li>d) Codes of Conduct / Safeguarding Training / Complaints &amp; Disciplinary policy.</li> <li>e) Coach education policy / Supervision procedures</li> <li>f) Safeguarding Policy / Complaints Procedure</li> </ul>
<p><b>Complaints &amp; Discipline</b></p> <ul style="list-style-type: none"> <li>a) Lack of awareness of a Complaints &amp; Disciplinary policy</li> <li>b) Difficulty in raising an issue by child &amp; or parent</li> <li>c) Complaints not being dealt with seriously</li> </ul>	<ul style="list-style-type: none"> <li>a) Complaints procedure</li> <li>b) Complaints Procedure</li> <li>c) Complaints Procedure</li> </ul>
<p><b>Reporting Procedures</b></p> <ul style="list-style-type: none"> <li>a) Lack of knowledge of organisational &amp; statutory reporting procedures</li> <li>b) No DLP appointed.</li> <li>c) Concerns of abuse or harm not reported</li> <li>d) Not clear who You should talk to or report to</li> </ul>	<ul style="list-style-type: none"> <li>a) Guidelines for Reporting of Accidents / Coach Education policy / Codes of Conduct</li> <li>b) Guidelines for Reporting of Accidents / Safeguarding Training – Level 1</li> <li>c) Post the names of CCO, DLP and Mandated person</li> </ul>

<p><b>Use of Facilities</b></p> <ul style="list-style-type: none"> <li>a) Unauthorised access to designated children’s play &amp; practice areas &amp; to changing rooms, showers, toilets etc.....</li> <li>b) Unauthorised exit from children’s areas.</li> <li>c) Photography, filming or recording in prohibited areas.</li> <li>d) Missing or found child on site</li> <li>e) Children sharing facilities with adults e.g. dressing room, showers etc</li> </ul>	<ul style="list-style-type: none"> <li>a) Supervision procedures / Coach Education Policy</li> <li>b) Supervision procedures/ Coach Education Policy</li> <li>c) Consent for use of photographs/video</li> <li>d) Missing child policy</li> <li>e) Safeguarding policy</li> </ul>
<p><b>Recruitment</b></p> <ul style="list-style-type: none"> <li>a) Recruitment of inappropriate people.</li> <li>b) Lack of clarity on roles.</li> <li>c) Unqualified or untrained people in role.</li> </ul>	<ul style="list-style-type: none"> <li>a) Safe Recruitment policy</li> <li>b) Safe Recruitment policy</li> <li>c) Safe Recruitment policy</li> </ul>
<p><b>Communications</b></p> <ul style="list-style-type: none"> <li>a) Lack of awareness of ‘risk of harm’ with members and visitors.</li> <li>b) No communication of Child Safeguarding Statement of Code of Behaviour to members of visitors.</li> <li>c) Unauthorised photography &amp; recording of activities.</li> <li>d) Inappropriate use of social media &amp; communications by under 18’s</li> <li>e) Inappropriate use of social media &amp; communications with under 18’s.</li> </ul>	<ul style="list-style-type: none"> <li>a) Child Safeguarding Statement / Safeguarding Training</li> <li>b) Child Safeguarding Statement (display) / Codes of Conduct</li> <li>c) Consent for use of photographs/video</li> <li>d) ICT Acceptable Use Policy / Codes of conduct</li> <li>e) Codes of conduct</li> </ul>
<p><b>General Risk of Harm</b></p> <ul style="list-style-type: none"> <li>a) Harm not being recognised.</li> <li>b) Harm caused by: <ul style="list-style-type: none"> <li>• Child to Child</li> <li>• Coach to Child</li> <li>• Volunteer to Child</li> <li>• Member to Child</li> <li>• Visitor to Child</li> </ul> </li> <li>c) General behavioural issues</li> <li>d) Issues of Bullying</li> <li>e) Vetting of staff/volunteers</li> <li>f) Issues of Online Safety</li> </ul>	<ul style="list-style-type: none"> <li>a) Safeguarding policy / Safeguarding Training</li> <li>b) Safeguarding policy / Safeguarding Training.</li> <li>c) Codes of Conduct</li> <li>d) Anti-Bullying policy</li> <li>e) Safe Recruitment policy</li> <li>f) ICT Acceptable Use Policy</li> </ul>

The Risk Assessment was undertaken on **14<sup>th</sup> February, 2020**

**Section 4 – Procedures**

Puckane and District Tennis Club 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. **Puckane and District 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 Committee or volunteers against a child availing of our activities.
- Procedures for the safe recruitment of Committee 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 hosting children.

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

**The Relevant Person for Any Club is the Club DLP or Chairperson**

#### **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:

- This statement is available to Members, parents/guardians, the Agency and members of the public on request.
- This statement will be displayed in a prominent place by **Puckane & District Tennis Club**

This Child Safeguarding 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.

Signed: Brid Coffey  
Chairperson of Puckane and District Tennis Club

Date: 8/6/20

Name: Brid Coffey

Phone no: 087-9520130

Designated Liaison Person for Child Safeguarding Concerns:	Brid Coffey, Chairperson Puckane & District Tennis Club (087-9520130)
Childrens Officer:	Lillian Gleeson (087-9638797)

*For queries on this Child Safeguarding Statement, please contact – Lillian Gleeson, Club Children’s Officer*