

Appendix 1: Child Safeguarding Statement and Risk Assessment (Club)

Section 1 – Club Details

[Club Name] provides various sporting activities and opportunities for young people.

Club details:

- **Name:**
- **Sport:**
- **Training Venue(s):**

Section 2 – Principles to safeguard children from harm

[Club Name] is committed to safeguarding children and vulnerable adults under the guidance of Softball Ireland Safeguarding Policies, our volunteers working with our young people, throughout the organisation, seek to create a safe environment for young people to grow and develop within sport. The following set of principles should be adhered to:

- **Importance of Childhood** – The importance of childhood should be understood and valued by everyone involved in sport.
- **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.
- **Integrity in Relationships** – Adults interacting with children in sport 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.
- **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.
- **Quality Atmosphere and Ethos** – Children’s sport should be conducted in a safe, positive and encouraging atmosphere.
- **Competition** – Competition is an essential element of sport and should be encouraged in accordance with ability, age and gender. A child centred ethos will help to ensure that competition and specialisation are kept in their appropriate place.
- **Equality** – All children should be valued and treated in an equitable and fair manner regardless of ability, age, gender, gender identity, sexual orientation, religion, social and ethnic background or political persuasion.

Section 3 – Risk Assessment

This [**Club Name**] 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 required to alleviate these risks. The list of risks identified (low, medium, high) and procedures to manage these risks are contained in the following categories:

Club and Coaching Practices			
Risk Identified	Procedure in place to manage risk identified	Risk L,M,H	Action Required
Lack of coaching qualification.	Coach Standards Policy /Recruitment policy		
Supervision issues	Supervision policy		
Unauthorised photography & recording activities	Photography & Use of Images policy		
Behavioural Issues	Code of Conduct / Safeguarding 1 / Complaints & Disciplinary policy		
No guidance for away trips	Travel/Away trip policy / Child Safeguarding Training.		

Complaints & Discipline			
Risk Identified	Procedure in place to manage risk identified	Risk L,M,H	Action Required
Lack of awareness of a Complaints & Disciplinary policy	Complaints & Disciplinary procedure/policy / Reporting procedures		
Difficulty in raising an issue by child & or parent	Complaints & Disciplinary procedure/policy / Reporting procedures		
Complaints not being dealt with seriously	Complaints & Disciplinary procedure/policy with escalation to NGB		

Reporting Procedures			
Risk Identified	Procedure in place to manage risk identified	Risk L,M,H	Action Required
Lack of knowledge of organisational & statutory reporting procedures	Reporting procedures/policy / Code of Conduct/Safeguarding Training Policy/Induction Training		
No Designated Liaison Person appointed	Reporting procedures/policy		
Concerns of abuse or harm not reported	Reporting procedures/policy / Child Safeguarding Training – L1		
Not clear who young people should talk to or report to	Post the names of Club Safeguarding Officer/ Designated Liaison Person		

Use of Facilities			
Risk Identified	Procedure in place to manage risk identified	Risk L,M,H	Action Required
Unauthorised access to designated play & practice areas	Codes of Conduct/ Safeguarding Training		
Photography, filming or recording in prohibited areas	Photography policy and use of devices in private zones		
Children sharing facilities with adults e.g. dressing room, showers etc...	Safeguarding policy/Event Management Guidelines		

Recruitment			
Risk Identified	Procedure in place to manage risk identified	Risk L,M,H	Action Required
Recruitment of inappropriate people	Recruitment policy/Safeguarding Policy		
Lack of clarity on roles	Recruitment policy/Role descriptors		
Unqualified or untrained people in role	Safeguarding policy/ Role Descriptors		

General Risk of Harm			
Risk Identified	Procedure in place to manage risk identified	Risk L,M,H	Action Required
Harm not being recognised	Safeguarding policy / Child Safeguarding Training		
Harm caused by: Child to Child Coach to Child Volunteer to Child Member to Child Visitor to Child	Safeguarding policy / Safeguarding Training L1		
General behavioural issues	Code of Conduct		
Issues of Bullying	Anti-Bullying policy/Code of conduct		
Vetting of staff/volunteers	Recruitment policy / Vetting policy		
Issues of Online Safety	Social Media / Online Safety policy		
Safety in Virtual Environments	Safeguarding Policy		

The Risk Assessment was undertaken on [**Insert Date of Completion**].

Section 4 – Procedures

Our Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015 and in Northern Ireland the Club Framework for Safeguarding Standards in Sport. In addition to our Risk Assessment document, above, there are further procedures that support our intention to safeguard children while they are availing of our activities.

[Club Name] has the following procedures in place as part of our Safeguarding Policies:

- Procedures for the management of allegations of abuse or misconduct by volunteers against young people availing of our activities.
- Procedures for the safe recruitment of volunteers to work with young people in our activities.
- Procedures for access to child safeguarding training and information, including identifying harm.
- Procedure for reporting of child protection or welfare concerns to Statutory Authorities.

Please note that all procedures listed are available on request.

The Relevant Person for Softball Ireland is: **Amanda Ní Ghabhann**

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:

- That volunteers have been furnished with a copy of this statement.
- This statement is available to parents/ guardians and members of the public on request.
- This statement will be displayed in a prominent place by [Club Name]

This Child Safeguarding Statement will be reviewed on **[Insert Date <24 months]**

Signed: _____ (President) Date: _____ (on behalf of **Softball Ireland**)

Name: _____ Phone no: _____
Print Name of Club Safeguarding Officer Club Safeguarding Officer

For queries on this Child Safeguarding Statement, please contact:

[Insert Name of Club Safeguarding Officer (contact details)]