

## Cycling Ireland Child Safeguarding Statement

Cycling Ireland provides sporting activities and opportunities for young people through participation in clubs, national events and our national teams. Cycling Ireland and \*Insert Club Name\* is committed to safeguarding children and affiliated clubs work under the guidance of our Safeguarding Policies. All our volunteers and staff working with our young people, throughout the organisation, seek to create a safe environment for young people to participate in all cycling activities.

This club's written Safeguarding 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 help alleviate these risks. The list of risks identified is contained in the following categories: Club and Coaching Practices, Complaints & Discipline, Reporting Procedures, Use of Facilities, Recruitment, Communications and General Risk of Harm.

This club's Child 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). For cycling clubs outside the jurisdiction of ROI, Cycling Ireland require NI clubs to adopt the Child Safeguarding Statement and Risk Assessment as part of best safeguarding practice. Clubs based in NI, may refer to 'Cooperating to Safeguard Children and Young People' document version 2.0, 2017 for further guidance.

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.

Cycling Ireland has the following procedures in place as part of our Safeguarding Code and Policies:

- Procedures for the management of allegations of abuse or misconduct by staff or volunteers against a child availing of our activities
- Procedures for the safe recruitment of staff 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
- Appointment of Safeguarding Officers and Relevant Persons at Club and National level

**The Mandated Person for the Cycling Ireland is Brigid O'Dea, Tel: 0860447735,**

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.

This Child Safeguarding Statement will be reviewed within 24 months of the date below.

Club name and address;

---

Club Chairperson/President:

Name: BRIAN MCCOMB

Signed:



Date: 28/02/2018

---

Club Safeguarding Officer (Relevant Person):

Name: NATALIE MCCOMB

Signed:



Date: 28/02/2018

For any queries about this Child Safeguarding Statement, please contact the Club / National Safeguarding Officer.

## SAFEGUARDING RISK ASSESSMENT – 2018

**Club Name**

**EAST TYRONE CYCLING CLUB**

Cycling Ireland wishes to inform Clubs that the recent full commencement of the *Children First Act 2015* now requires that a risk assessment procedure be carried out in relation to the potential for harm and abuse that could come to children while they are in our care and attending activities within our organisation.

**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 (whilst in our care)
- (b) By Mar 11<sup>th</sup> 2018 CI affiliated clubs will be required to display a Child Safeguarding Statement (Section 11 (1b))

**Please note that in accordance with the requirements of Section 11 (1) the risk assessment is the risk of abuse to a child and not general health and safety risk.**

Once this risk assessment process has been completed you must display, in a prominent position, the CI Child Safeguarding Statement.

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	LOW	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> </ul>	<i>Proof of qualification to be confirmed</i>
Supervision issues	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding Policy - Supervision ratios</li> <li>Coaches Charter</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	<i>Ongoing review</i>
Unauthorised photography & recording activities	MEDIUM	<ul style="list-style-type: none"> <li>Child Safeguarding (Photography and Use of</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding</li> </ul>	<i>Ongoing review</i>



		Images)	Officer	
Behavioural Issues	LOW	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Level 1 (min)</li> <li>Complaints &amp; Disciplinary rules and procedures</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	Ongoing review
Lack of gender balance amongst coaches	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding Policy – supervision ratios</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	Ongoing review
No guidance for travelling and away trips	LOW	<ul style="list-style-type: none"> <li>Travel/Away trip policy</li> <li>Child Safeguarding Training</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	Ongoing review
Lack of adherence to procedures in Safeguarding policy (i.e. ratios, physical contact, transport)	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding policy</li> <li>Complaints &amp; disciplinary rules and procedures</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Safeguarding Officer</li> <li>Event organisers</li> </ul>	Ongoing review
<b>COMPLAINTS &amp; DISCIPLINE</b>				
Lack of awareness of a Complaints & Disciplinary policy	LOW	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary Rules and Procedures</li> <li>Communications procedure</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	Immediate action needed Greater communication required
Complaints not being dealt with seriously	LOW	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	Ongoing review
<b>REPORTING PROCEDURES</b>				
Lack of knowledge of organisational and statutory reporting procedures	LOW	<ul style="list-style-type: none"> <li>CI Safeguarding Policy; Reporting procedures</li> <li>Code of Conduct</li> </ul>	<ul style="list-style-type: none"> <li>Cycling Ireland</li> <li>Mandated Person</li> <li>Club Safeguarding Officer</li> </ul>	Make policies and procedures available Include in Safeguarding Training (L1) Include in Coach Education Training
Mandated Person - Not appointed - No knowledge of MP	LOW	<ul style="list-style-type: none"> <li>Statutory Reporting procedures/policy</li> </ul>	<ul style="list-style-type: none"> <li>Cycling Ireland</li> </ul>	Publicise identity of Mandated Person Train Mandated Person in their role
No Club Safeguarding Officer / Relevant Person Appointed	LOW	<ul style="list-style-type: none"> <li>CI Safeguarding Policy</li> <li>Statutory Reporting procedures/policy</li> </ul>	<ul style="list-style-type: none"> <li>Cycling Ireland</li> <li>Club</li> </ul>	Train all Safeguarding Officers Publicise identity of Safeguarding Officers
Concerns of abuse or harm not reported	LOW	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> <li>Child Safeguarding Training –</li> </ul>	<ul style="list-style-type: none"> <li>Mandated Person</li> <li>Designated Liaison</li> </ul>	Include in Safeguarding Training (L1) Publicise names of CSOs and MP.

		Level 1	Person	<i>Publicise internal and external reporting procedures</i>
Not clear who young person should talk to or report to	LOW	<ul style="list-style-type: none"> <li>Post the names of Club Safeguarding Officer(s) and Mandated Person</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> <li>National Safeguarding Officer / Mandated Person</li> </ul>	<i>Communicate in Club</i> <i>Include in Safeguarding Training</i>
<b>FACILITIES</b>				
Unauthorised access to designated children's training areas and to changing rooms, showers, toilets etc.	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding policy (supervision)</li> </ul>	<ul style="list-style-type: none"> <li>Cycling Ireland</li> <li>Club</li> </ul>	<i>Clarify roles and responsibilities before session starts</i>
Unauthorised exit from children's areas	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding policy (supervision)</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	<i>Clarify responsibilities before session starts</i>
Photography, filming or recording in prohibited areas	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding policy (photography)</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Event Organisers</li> <li>Club Safeguarding Officer</li> </ul>	<i>Enforce policy in private changing and wet areas</i>
Missing or found child on site	LOW	<ul style="list-style-type: none"> <li>Missing or found child policy</li> </ul>	<ul style="list-style-type: none"> <li>Club</li> <li>Event Safeguarding Officer</li> <li>Any appropriate club personnel</li> </ul>	<i>Refer to policy and inform Garda/PSNI</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding policy</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> <li>Club Head Coach</li> </ul>	<i>Plan with Club Committee to create a suitable child centred environment in shared facilities</i>
<b>RECRUITMENT</b>				
Recruitment of inappropriate people	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding policy (Safe Recruitment)</li> <li>Vetting – Garda Vetting / AccessNI</li> <li>Vetting Policy</li> </ul>	<ul style="list-style-type: none"> <li>Cycling Ireland/Ulster</li> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	<i>Ongoing review</i>

No role description or inadequate role descriptions	LOW	<ul style="list-style-type: none"> <li>Safe recruitment policy</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> <li>Any other appropriate club personnel</li> </ul>	<i>Check job description</i> <i>Put supervision in place</i>
Unqualified or untrained people in role	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding policy (Recruitment)</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> <li>Cycling Ireland</li> <li>Any other appropriate club personnel</li> </ul>	<i>Check qualification</i> <i>Ongoing review</i>
Lack of awareness of 'risk of harm' with members and visitors	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding Statement</li> <li>Training policy</li> </ul>	<ul style="list-style-type: none"> <li>Club</li> <li>Club Safeguarding Policy</li> <li>Cycling Ireland</li> </ul>	<i>Communicate Child Safeguarding Statement</i>
COMMUNICATIONS AND SOCIAL MEDIA				
No communication of Child Safeguarding Statement or Child Safeguarding policy to members or visitors	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding Statement – display</li> <li>Child Safeguarding policy</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	Communicate Child Safeguarding Statement Distribute Code or Sections as appropriate
Lack of awareness of 'risk of harm' with members and visitors	LOW	<ul style="list-style-type: none"> <li>Child Safeguarding Statement</li> <li>Safeguarding policy</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	<i>Communicate Child Safeguarding Statement</i>
Unauthorised photography & recording of activities	MEDIUM	<ul style="list-style-type: none"> <li>CI Safeguarding policy (Photography)</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	<i>Ongoing review</i>
Inappropriate use of social media and communications by under 18's	MEDIUM	<ul style="list-style-type: none"> <li>Code of conduct</li> <li>CI Safeguarding Policy</li> <li>Complaints &amp; disciplinary rules and procedures</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	<i>Ongoing review</i>
Inappropriate use of social	LOW	<ul style="list-style-type: none"> <li>CI Safeguarding policy</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> </ul>	<i>Ongoing review</i>

media and communications with under 18's		<ul style="list-style-type: none"> <li>Code of conduct</li> <li>Complaints &amp; disciplinary rules and procedures</li> </ul>	<ul style="list-style-type: none"> <li>Club Safeguarding Officer</li> </ul>	
<b>GENERAL RISK OF HARM</b>				
Harm not being recognised	LOW	<ul style="list-style-type: none"> <li>CI Safeguarding policy</li> <li>Child Safeguarding Training</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> <li>Any other appropriate personnel</li> </ul>	<i>Informal Consultation with Tusla / Gateway NI</i> <i>Ongoing review</i>
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>	LOW	<ul style="list-style-type: none"> <li>CI Safeguarding policy</li> <li>Child Safeguarding Training</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> <li>Cycling Ireland</li> </ul>	<i>Child Protection Reporting Procedures to Tusla or the Gardai (ROI), Gateway NI, PSNI (NI)</i> <i>Ongoing review</i>
General behavioural issues	LOW	<ul style="list-style-type: none"> <li>Code of Conduct</li> </ul>	<ul style="list-style-type: none"> <li>Club Committee</li> <li>Club Safeguarding Officer</li> </ul>	<i>Take disciplinary action where necessary</i> <i>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



- **Likelihood of harm happening** – the likelihood of the risk occurring in the club 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
- **CI Safeguarding Policy** – this title is the Code of Practice and Safeguarding Procedures for Young and Vulnerable Cyclists [www.cyclingireland.ie/page/about/safeguarding/code-of-conduct](http://www.cyclingireland.ie/page/about/safeguarding/code-of-conduct)
- **CSO: Club Safeguarding Officer** (also undertakes the role of Designated Liaison Person)
- **Relevant Person:** Person responsible for information about the Safeguarding Statement in the club. This role is assigned to the Club Safeguarding Officer.
- **Mandated Person:** Under the legislated, a Mandated Person, is required to report and knowledge, belief or reasonable suspicion that a child is being harmed, or at risk of being harmed. In CI, this role will be undertaken by the National Safeguarding Officer (NSO).

This Safeguarding Risk Assessment document has been discussed and completed by (*insert Club*) EAST TYRONE CYCLING CLUB on 28/02/2018

Signed: 

Name: BRIAN MCCOMB

Chairperson:

Date: 28/02/2018

Signed: 

Name: NATALIE MCCOMB

Club Safeguarding Officer:

Date: 28/02/2018