



Risk Assessment for ESB Swimming Club 2021

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. 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.

The risk assessment has been 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

ROI Clubs: completion period 1st September 2021 – 31st December 2021

Potential risk of harm to children	Likelihood of risk happening 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	L	<ul style="list-style-type: none"> Recruitment policy Training guidance Role requirements including coach/teacher education 	Club Committee Head Coach Lead Team Manager	<i>Proof of qualification to be confirmed.</i> <i>Compliance to SI regulations and appointment of Team Managers for each squad to ensure adequate supervision</i>
Supervision issues	L	<ul style="list-style-type: none"> Supervision policy Coach/teacher education Team Manager education Parent on Duty responsibilities 	Club Committee	<ul style="list-style-type: none"> • Ensure adherence to SI policy by attainment of sufficient number of Level 2 qualification to teachers/coaches run sessions. • Parent On Duty responsibilities requires regular review and circulation. • Adherence to supervision policy to be regularly reviewed with coaches
Unauthorised photography & recording activities	L	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Responsible Person	<i>Ongoing review</i> <i>Policy uploaded to club website.</i> <i>Members to be reminded via review of code of conduct</i>
Behavioural Issues	M	<ul style="list-style-type: none"> Code of Conduct Safeguarding Level 1 (min) Complaints & Disciplinary procedures 	Club Committee Responsible Person CDC All coaching staff	<i>Guideline required for coaches to set out disciplinary policies and appropriate actions</i>
Lack of gender balance amongst club personnel	L	<ul style="list-style-type: none"> Supervision policy Coach/teacher education Team Manager education 	Club Committee Head Coach Lead Team Manager	<i>Ongoing review</i>
No guidance for travelling and away trips	L	<ul style="list-style-type: none"> Travel/Away trip policy Child Safeguarding Training 	Club Committee	<i>Ongoing review</i>
Lack of adherence with misc. procedures in Safeguarding policy	L	<ul style="list-style-type: none"> Safeguarding Policy Complaints & Disciplinary procedures 	Club Committee Responsible Person	<i>Ongoing review</i> <i>Safeguarding qualifications to be monitored and updated to ensure compliance with SI procedures</i>

ROI Clubs: completion period 1st September 2021 – 31st December 2021

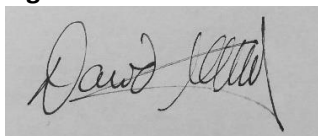
Potential risk of harm to children	Likelihood of risk happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure Communications procedure 	Club Committee CDC All coaching staff	<i>Club Constitution uploaded to Website and disciplinary policy made available on club policies page</i>
Difficulty in raising an issue by child & or parent Reason: Covered above	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure Communications procedure 	Club Committee CCO All coaching staff	<i>Review the communication/responsibilities of the procedure/policy as required</i>
Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure 	Club Committee CCO CDC	<i>Ongoing review</i>
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	L	<ul style="list-style-type: none"> Reporting procedures Coach/teacher education Code of Conduct 	Club Committee CCO	<i>Make reporting procedure known Include in Safeguarding L1 Include in Club personnel training</i>
No Mandated Person appointed	L	<ul style="list-style-type: none"> Reporting procedures 	Swim Ireland	<i>Publicise identity of Mandated Person</i>
No DLP appointed	L	<ul style="list-style-type: none"> Reporting procedures 	Club Committee	<i>Train DLP Publicise identity of DLP</i>
Concerns of abuse or harm not reported	L	<ul style="list-style-type: none"> Reporting procedures Safeguarding Training L1 	Club Committee CCO CDC	<i>Include in Safeguarding L1 Publicise names of CCO, DLP, MP Publicise reporting procedures</i>
Not clear who YP should talk to or report to	L	<ul style="list-style-type: none"> Display the names of CCO and MP 	Club Committee CCO	<i>Publicise names of CCO and MP Include in Safeguarding L1</i>
FACILITIES				
Unauthorised access to designated young people's areas e.g. changing rooms	L	<ul style="list-style-type: none"> Supervision policy Coach/teacher education 	Club Committee Responsible Person	<i>Clarify responsibilities before session starts</i>
Unauthorised departure from club activities	L	<ul style="list-style-type: none"> Supervision policy Coach/teacher education 	Responsible Person	<i>Clarify responsibilities before session starts</i>

Potential risk of harm to children	Likelihood of risk happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
Photography, filming or recording in prohibited areas	L	<ul style="list-style-type: none"> Photography & Filming policy 	Responsible Person	<i>Enforce policy in changing and wet areas. Swimmers code of conduct updated 2021.</i>
Missing or found child on site	L	<ul style="list-style-type: none"> Supervision policy 	Responsible Person	<i>Refer to policy and inform Gardai/PSNI</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	L	<ul style="list-style-type: none"> Safeguarding policy 	Club Committee CCO Responsible Person	<i>Plan with facilities management to create a suitable child centred environment in shared facilities</i>
RECRUITMENT				
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> Recruitment policy 	Club Committee	<i>Ongoing review</i>
Lack of clarity on roles	L	<ul style="list-style-type: none"> Recruitment policy Role descriptions document Training 	Club Committee	<i>Check job description Put supervision in place</i>
Unqualified or untrained people in role	L	<ul style="list-style-type: none"> Recruitment policy 	Club Committee Responsible Person	<i>Check qualification Ongoing review</i>
COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with members and visitors	L	<ul style="list-style-type: none"> Child Safeguarding Statement Training guidance Communications procedure 	Club Committee CCO Responsible Person	<i>Display Child Safeguarding Statement</i>
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	L	<ul style="list-style-type: none"> Child Safeguarding Statement Code of Conduct 	Club Committee	<i>Display Child Safeguarding Statement Distribute Safeguarding Policy as appropriate</i>
Unauthorised photography & recording of activities	L	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Responsible Person	<i>Ongoing review</i>
Inappropriate use of social media and communications by under 18's	L	<ul style="list-style-type: none"> Communications policy Code of conduct 	Club Committee	<i>Ongoing review</i>
Inappropriate use of social media and communications with under 18's	L	<ul style="list-style-type: none"> Communications policy Code of conduct 	Club Committee CCO Responsible Person	<i>Ongoing review</i>

Potential risk of harm to children	Likelihood of risk happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
GENERAL RISK OF HARM				
Harm not being recognised	L	<ul style="list-style-type: none"> Safeguarding Policy Safeguarding L1 	Club Committee All Club personnel	<i>Ongoing review</i>
Harm caused by <ul style="list-style-type: none"> child to child adult to child 	L	<ul style="list-style-type: none"> Safeguarding Policy Safeguarding L1 	Club Committee All Club personnel	<i>Ongoing review</i>
General behavioural issues	L	<ul style="list-style-type: none"> Code of Conduct Complaints and Disciplinary procedures 	Club Committee	<i>Take disciplinary action where necessary</i> <i>Sign code of conduct</i>

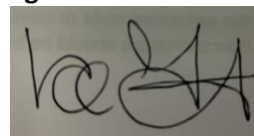
This Risk Assessment document has been discussed and completed by the ESB Swimming Club on 29/12/2021

Signed:



Name: David Mitchell
Role: Chairman
Date: 30/Dec/2021

Signed:



Name: Vanessa Fenton
Role: Club Children's Officer
Date: 29/Dec/2021