

Risk Assessment Document for Tomnafinnoge Athletics Club

This risk assessment considers the potential for harm to come to children whilst they are in Tomnafinnoge Athletics Club's 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 ...
CLUB & COACHING PRACTICES				
Lack of coaching qualification	M	<ul style="list-style-type: none"> Coach education policy Recruitment policy 	National Club	Three coaches have taken Athletics Ireland training courses since 2022. Continue to encourage coaches to enrol in up-skilling courses.
Supervision issues	M	<ul style="list-style-type: none"> Supervision policy Coach education policy 	National Club Children's Officer	Ongoing review.
Unauthorised photography & recording activities	M	<ul style="list-style-type: none"> Photography and Use of Images policy 	National Club PRO	Inform parents of a no photography rule during training sessions.

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 ...
Behavioural Issues	L	<ul style="list-style-type: none"> Code of Conduct Safeguarding Level 1 (min) Complaints & Disciplinary policy 	National Club Children's Officer PRO	Reinforce and publicise the Code of Conduct. Ensure coaches and committee members have completed Safeguarding Level 1.
Lack of gender balance amongst coaches	L	<ul style="list-style-type: none"> Coach education policy Supervision policy 	Club	We've recruited 2 additional female coaches. The gender balance stands at 4 female/4 males coaches.
No guidance for travelling and away trips	L	<ul style="list-style-type: none"> Travel/Away trip policy Child Safeguarding 	National Club	We do not travel in groups.
Lack of adherence with misc procedures in Safeguarding policy (i.e. mobile, photography, transport)	L	<ul style="list-style-type: none"> Safeguarding policy Complaints & disciplinary policy 	Club	Ongoing review.
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	M	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/ policy Communications 	Club Children's Officer PRO	Greater communication required. Policy will be distributed to parents via social media.
Difficulty in raising an issue by child & or parent Reason: Covered above	M	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/ policy Communications 	Club Children's Officer PRO	Review the communication responsibilities of the procedure /policy as required.
Complaints not being dealt with seriously	M	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/ policy 	Club Children's Officer	Ongoing review.

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REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	H	<ul style="list-style-type: none"> Reporting procedures/ policy Coach education policy Code of Conduct / Behaviour 	National MP DLP	Make policies and procedures available Include in Safeguarding Training (L1) Include in Coach Education Training.
No Mandated Person appointed	L	<ul style="list-style-type: none"> Reporting procedures/ policy 	National Club PRO	Paula Murphy is the Club's Mandated person. Publicise identity of Mandated Person.
No DLP Appointed	L	<ul style="list-style-type: none"> Reporting procedures/ policy 	National Club PRO	Clare O'Toole is the DLP. Publicise identity of DLPs.
Concerns of abuse or harm not reported	L	<ul style="list-style-type: none"> Reporting procedures/ policy Child Safeguarding Training – Level 1 	Club MP DLP Children's Officer PRO	Include in Safeguarding Training (L1). Publicise names of CCOs, DLPs, MP(s). Publicise internal and external reporting procedures.
Not clear who YP should talk to or report to	L	<ul style="list-style-type: none"> Post the names of CCOs, DLPs and MP 	Club Children's Officer DLP	Communicate in Club Include in Safeguarding Training (L1).
FACILITIES				

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 ...
Unauthorised access to designated children's play & practice areas and to changing rooms, showers, toilets etc.	M	<ul style="list-style-type: none"> ■ Supervision policy ■ Coach education 	National Club	Clarify responsibilities before session starts. Ask parents to take more responsibility when dropping off and collecting children. Use one entrance and exit point when on the training grounds.
Unauthorised exit from children's areas	M	<ul style="list-style-type: none"> ■ Supervision policy ■ Coach education 	Club	Clarify responsibilities before session starts. Remind parents to collect children from the designated drop-off point.
Photography, filming or recording in prohibited areas	L	<ul style="list-style-type: none"> ■ Photography policy and use of devices in private zones 	Club PRO	We do not have a changing area.
Missing or found child on site	L	<ul style="list-style-type: none"> ■ Missing or found child policy 	Club Children's Officer	Refer to policy and inform Gardai.
Children sharing facilities with adults e.g. dressing room, showers etc.	L	<ul style="list-style-type: none"> ■ Safeguarding policy 	Club Children's Officer	No changing rooms or shower facilities. Ongoing review of toilet facilities.
RECRUITMENT				
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> ■ Recruitment policy 	NGB Club Children's Officer Appropriate personnel	Ongoing review. Garda vetting for all coaches and committee members.

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Lack of clarity on roles	L	<ul style="list-style-type: none"> Recruitment policy 	NGB Club	Check job description Put supervision in place.
Unqualified or untrained people in role	L	<ul style="list-style-type: none"> Recruitment policy 	Club	Three coaches have taken Athletics Ireland training courses since 2022. Continue to encourage coaches to enrol in up-skilling courses.
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 policy 	National Club DLP CCO	Communicate Child Safeguarding Statement.
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	L	<ul style="list-style-type: none"> Child Safeguarding Statement – display Code of Behaviour - distribute 	Club Executive County Committee DLP Children's Officer PRO	Communicate Child Safeguarding Statement. Distribute Code or Sections as appropriate.
Unauthorised photography & recording of activities	L	<ul style="list-style-type: none"> Photography and Use of Images policy 	National Club PRO	Remind parents of no photos policy during training sessions.
Inappropriate use of social media and communications by under 18's	L	<ul style="list-style-type: none"> Communications policy Code of conduct 	National Club PRO Children's Officer	Social media accounts managed by PRO.

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GENERAL RISK OF HARM				
Harm not being recognised	M	<ul style="list-style-type: none"> Safeguarding policy Child Safeguarding Training 	National Club Children's Officer	Ongoing review.
Harm caused by <ul style="list-style-type: none"> child to child coach to child volunteer to child member to child visitor to child 	M	<ul style="list-style-type: none"> Safeguarding policy Child Safeguarding Training 	National Club Children's Officer	Ongoing review.
General behavioural issues	M	<ul style="list-style-type: none"> Code of Conduct 	Naitonal Club Children's Officer	Take disciplinary action where necessary. Sign code of conduct.

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 Tomnafinnoge Athletics Club on 14/1/2025

Signed:

Name:

Role: *(insert role on Committee)*

Date:

Signed:

Name:

Role: Club Children's Officer

Date: