



Risk Assessment Document for **Rushbrooke Lawn Tennis & Croquet Club**

This risk assessment considers the potential for harm to come to children whilst they are in *(Insert Club/Park/Province/NGB)*'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	L	<ul style="list-style-type: none"> ▪ Coach education policy ▪ Recruitment policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Supervision issues	L	<ul style="list-style-type: none"> ▪ Supervision policy ▪ Coach education policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Unauthorised photography & recording activities	L	<ul style="list-style-type: none"> ▪ Photography and Use of Images policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Behavioural Issues	L	<ul style="list-style-type: none"> ▪ Code of Conduct ▪ Safeguarding Level 1 (min) ▪ Complaints & Disciplinary policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>

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 ...
No guidance for travelling and away trips	L	<ul style="list-style-type: none"> Travel/Away trip policy Child Safeguarding Training 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Lack of adherence with misc procedures in Safeguarding policy (i.e. transport)	L	<ul style="list-style-type: none"> Safeguarding policy Complaints & disciplinary policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Communications procedure 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	L	<ul style="list-style-type: none"> Reporting procedures/policy Coach education policy Code of Conduct /Behaviour 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
No Children's Officer appointed	L	<ul style="list-style-type: none"> Reporting procedures/policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
No Designated Liaison Person Appointed	L	<ul style="list-style-type: none"> Reporting procedures/policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>

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 ...
Concerns of abuse or harm not reported	L	<ul style="list-style-type: none"> Reporting procedures/policy Child Safeguarding Training – Level 1 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Not clear who Young Persons should talk to or report to	L	<ul style="list-style-type: none"> Post the names of CCOs, DLPs and MP 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
FACILITIES				
Unauthorised access to designated children's play & practice areas and to changing rooms, showers, toilets etc.	L	<ul style="list-style-type: none"> Supervision policy Coach education 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Unauthorised exit from children's areas	L	<ul style="list-style-type: none"> Supervision policy Coach education 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Photography, filming or recording in prohibited areas	L	<ul style="list-style-type: none"> Photography policy and use of devices in private zones 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	L	<ul style="list-style-type: none"> Safeguarding policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
RECRUITMENT				
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> Recruitment policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>

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 ...
Lack of clarity on roles	L	<ul style="list-style-type: none"> Recruitment policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Unqualified or untrained people in role	L	<ul style="list-style-type: none"> Recruitment policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</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 policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</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 – display Code of Behaviour - distribute 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Unauthorised photography & recording of activities	L	<ul style="list-style-type: none"> Photography and Use of Images policy 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Inappropriate use of social media and communications by under 18's	L	<ul style="list-style-type: none"> Communications policy Code of conduct 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Inappropriate use of social media and communications with under 18's	L	<ul style="list-style-type: none"> Communications policy Code of conduct. 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>

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 ...
GENERAL RISK OF HARM				
Harm not being recognised	L	<ul style="list-style-type: none"> Safeguarding policy Child Safeguarding Training 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</i>
Harm caused by - child to child - coach to child - volunteer to child - member to child - visitor to child	M L L L L	<ul style="list-style-type: none"> Safeguarding policy Child Safeguarding Training 	Rushbrooke LTCC	<i>On going monitoring, keeping notice boards up to date, standard meeting agenda item, information sessions</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/Park/Province/NGB.

Likelihood of harm happening – the likelihood of the risk occurring in the club/park/province/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.

Regarding the Policy, Guidance and Procedure documents required in Column 3 above. Please refer to our Achieving Child Protection Compliance Safeguarding Page on our website at –

<https://www.tennisireland.ie/child-protection/achieving-child-protection-compliance/>

On the website you'll find all the policy documents required to becoming compliant with the Children's First Act



This Risk Assessment document has been discussed and completed by Rushbrooke Lawn Tennis and Croquet Club Committee on 05/03 /2018.

Signed:

Name: Eddie Ronayne

Role: Chairperson

Date:

Signed:

Name: Louise Davidson

Role: Club Children's Officer

Date: