



## Risk Assessment 2021 for Piranha Swimming Club

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 (covered under a separate H&S policy and risk assessment). 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.

### Instructions for completion of this Risk Assessment

The risk assessment must be 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

Potential risk of harm to children	Likelihood of risk L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
<b>CLUB &amp; COACHING PRACTICES</b>				
Lack of required qualification for role, e.g. coaching, team manager, CCO etc	L	<ul style="list-style-type: none"> <li>Recruitment</li> <li>Safeguarding Training policy</li> <li>Safeguarding Roles including responsibilities and role requirements for those working with young people</li> </ul>	Club Committee Head Coach Lead Team Manager	<i>Proof of qualification and experiences confirmed at appointment Check Swim Ireland database Register new staff with Swim Ireland database</i>
Solo working or working without observer	L	<ul style="list-style-type: none"> <li>See policy section: Working with Young People</li> <li>Coach/teacher education</li> <li>Team Manager education</li> </ul>	Club Committee	<i>Adequate staff for activity</i>
Unauthorised photography & recording activities	M	<ul style="list-style-type: none"> <li>Photography &amp; Filming policy</li> </ul>	Club Committee Person in charge	<i>Distribute the policy Checks during sessions and competitions</i>
Behavioural issues	L	<ul style="list-style-type: none"> <li>Codes of Conduct for those working with young people</li> <li>Safeguarding Training policy</li> <li>Complaints &amp; Disciplinary procedures</li> </ul>	Club Committee Person in charge CDC	<i>Check Swim Ireland database Distribution of information</i>
Lack of gender balance amongst club personnel	L	<ul style="list-style-type: none"> <li>See policy section: Working with Young People</li> <li>Coach/teacher education</li> <li>Team Manager education</li> </ul>	Club Committee Head Coach Lead Team Manager	<i>Review during appointments</i>
No guidance for travelling and away trips	L	<ul style="list-style-type: none"> <li>Travel/Away trip policy</li> <li>Safeguarding Training policy</li> </ul>	Club Committee	<i>Refer to policy during planning; CCO to have view of arrangements to ensure in line with best practice</i>
Lack of adherence with misc. procedures in Safeguarding policy	L	<ul style="list-style-type: none"> <li>See policy section: Compliancy in Safeguarding Policy Complaints &amp; Disciplinary procedures</li> </ul>	Club Committee Person in charge	<i>Distribution of location of policy</i>
<b>RECRUITMENT</b>				
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	Club Committee	<i>Recruitment panel informed of policy</i>
Lack of clarity on roles	L	<ul style="list-style-type: none"> <li>Recruitment Policy</li> <li>Safeguarding Roles including responsibilities -</li> <li>Safeguarding Training Policy</li> </ul>	Club Committee	<i>Check job description Ensure staff or volunteers supervised Respond to complaints</i>
Unqualified or untrained	L	<ul style="list-style-type: none"> <li>Recruitment Policy</li> </ul>	Club Committee	<i>Check qualification, experiences, and</i>

Potential risk of harm to children	Likelihood of risk L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
people in role			Person in charge	<i>credentials are valid for those in roles</i>
<b>COMPLAINTS &amp; DISCIPLINE</b>				
Lack of awareness of a Complaints & Disciplinary policy	L	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedures</li> <li>Communications Policy</li> </ul>	Club Committee CDC	<i>Ensure distribution of policies to members and appropriate committees</i>
Difficulty in raising an issue by child & or parent	M	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedures</li> <li>Communications Policy</li> <li>Poor practice and Whistleblowing</li> </ul>	Club Committee CCO	<i>Ensure distribution of policies to members CCO is identified to all members</i>
Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedures</li> <li>Poor practice and Whistleblowing</li> </ul>	Club Committee CCO CDC	<i>Ensure pathway for raising complaint or concern is clear to members Appoint CDC</i>
<b>FACILITIES</b>				
Unauthorised access to designated young people's areas e.g. changing rooms	H	<ul style="list-style-type: none"> <li>Working together section including Person on Duty Policy and Supervision Policy</li> <li>Coach/teacher education</li> <li>Poor practice and Whistleblowing</li> </ul>	Club Committee Person in charge	<i>Clarify protocols before sessions Inform members using facilities Ensure reporting pathway is clear</i>
Unauthorised departure from club activities	L	<ul style="list-style-type: none"> <li>Working together section including Person on Duty Policy and Supervision Policy</li> <li>Coach/teacher education</li> <li>Poor practice and Whistleblowing</li> </ul>	Person in charge	<i>Clarify protocols before sessions List of emergency contact numbers for parent/carers</i>
Photography, filming or recording in prohibited areas	M	<ul style="list-style-type: none"> <li>Photography &amp; Filming policy</li> </ul>	Person in charge	<i>Enforce policy in changing and wet areas</i>
Missing or found child on site	L	<ul style="list-style-type: none"> <li>Working together section including Person on Duty Policy and Supervision Policy</li> </ul>	Person in charge	<i>Refer to policy and inform Gardai/PSNI</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	H	<ul style="list-style-type: none"> <li>Working together section including Person on Duty Policy and Supervision Policy</li> <li>Poor practice and Whistleblowing</li> </ul>	Club Committee CCO Person in charge	<i>Plan with facilities management to create a suitable child centred environment in shared facilities</i>
<b>COMMUNICATIONS AND SOCIAL MEDIA</b>				
Lack of awareness of 'risk	M	<ul style="list-style-type: none"> <li>Child Safeguarding Statement and Risk Assessment of</li> </ul>	Club Committee	<i>Publish and display Child Safeguarding</i>

Potential risk of harm to children	Likelihood of risk L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
of harm' with members and visitors		<ul style="list-style-type: none"> <li>Harm</li> <li>Safeguarding Training Policy</li> <li>Communications Policy</li> </ul>	CCO Person in charge	<i>Statement</i> <i>Inform members of Code of Conduct</i>
No communication of Child Safeguarding Statement or Code of Conduct to members or visitors	L	<ul style="list-style-type: none"> <li>Child Safeguarding Statement and Risk Assessment of Harm</li> <li>Codes of Conduct</li> <li>Communications Policy</li> </ul>	Club Committee	<i>Publish and display Child Safeguarding Statement</i> <i>Distribute Safeguarding Policy as appropriate</i>
Unauthorised photography & recording of activities	M	<ul style="list-style-type: none"> <li>Photography &amp; Filming policy</li> </ul>	Club Committee Person in charge	<i>Inform members of the policy</i>
Inappropriate use of social media and communications by under 18's	H	<ul style="list-style-type: none"> <li>Communications Policy</li> <li>Codes of conduct</li> <li>Social Media Policy</li> <li>Away Trips Policy</li> </ul>	Club Committee	<i>Inform members of the policy</i>
Inappropriate use of social media and communications with under 18's	H	<ul style="list-style-type: none"> <li>Communications Policy</li> <li>Codes of conduct</li> <li>Social Media Policy</li> <li>Away Trips Policy</li> </ul>	Club Committee CCO Person in charge	<i>Inform members of the policy</i>
<b>GENERAL RISK OF HARM</b>				
Harm not being recognised	M	<ul style="list-style-type: none"> <li>Safeguarding Policy 2019</li> <li>Safeguarding Training</li> <li>Recognising and Reporting Child Abuse Policy</li> </ul>	Club Committee All Club personnel	<i>Ongoing review</i>
Harm caused by - child to child adult to child	M	<ul style="list-style-type: none"> <li>Safeguarding Policy 2019</li> <li>Safeguarding Training</li> <li>Recognising and Reporting Child Abuse Policy</li> </ul>	Club Committee All Club personnel	<i>Ongoing review</i>
General behavioural issues e.g. bullying	M	<ul style="list-style-type: none"> <li>Code of conduct</li> <li>Anti-bullying policy</li> <li>Complaints &amp; Disciplinary procedures</li> </ul>	Club Committee	<i>Take disciplinary action where necessary</i> <i>Sign code of conduct</i>
<b>REPORTING PROCEDURES</b>				
Lack of knowledge of	L	<ul style="list-style-type: none"> <li>Recognising and Reporting Child Abuse Policy</li> </ul>	Club Committee	<i>Inform members of reporting</i>

Potential risk of harm to children	Likelihood of risk L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required ...
organisational and statutory reporting procedures		<ul style="list-style-type: none"> <li>▪ Poor practice and Whistleblowing</li> <li>▪ Codes of Conduct</li> <li>▪ Safeguarding Training Policy</li> <li>▪ Coach/teacher education</li> </ul>	CCO	<i>procedure</i> <i>Attend Safeguarding level 1 training</i> <i>Include in Club handbook</i>
No Mandated Person appointed	L	<ul style="list-style-type: none"> <li>▪ Safeguarding Roles including responsibilities</li> <li>▪ Recognising and Reporting Child Abuse Policy</li> <li>▪ Poor practice and Whistleblowing</li> <li>▪ Child Safeguarding Statement and Risk Assessment of Harm</li> </ul>	Swim Ireland	<i>Publicise identity of Mandated Person</i>
No DLP appointed	L	<ul style="list-style-type: none"> <li>▪ Safeguarding Roles including responsibilities</li> <li>▪ Recognising and Reporting Child Abuse Policy</li> <li>▪ Poor practice and Whistleblowing</li> <li>▪ Child Safeguarding Statement and Risk Assessment of Harm</li> </ul>	Club Committee	<i>Train DLP</i> <i>Publicise identity of DLP</i>
Concerns of abuse or harm not reported	M	<ul style="list-style-type: none"> <li>▪ Safeguarding Roles including responsibilities</li> <li>▪ Recognising and Reporting Child Abuse Policy</li> <li>▪ Poor practice and Whistleblowing</li> <li>▪ Child Safeguarding Statement and Risk Assessment of Harm</li> <li>▪ Safeguarding Training Policy</li> </ul>	Club Committee CCO CDC	<i>Attend Safeguarding level 1 training</i> <i>Publicise names of CCO, DLP, MP</i> <i>Inform members of reporting procedures</i> <i>Include in Club handbook</i>
Not clear who YP should talk to or report to	M	<ul style="list-style-type: none"> <li>▪ Safeguarding Roles including responsibilities</li> <li>▪ Display the names of CCO</li> <li>▪ Display DLP and MP</li> </ul>	Club Committee CCO	<i>Attend Safeguarding level 1 training</i> <i>Inform members of reporting procedures</i> <i>Provide opportunity for young people to raise concerns</i>

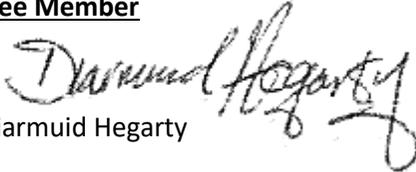
Risk Assessment 2021 has been discussed and completed by the committee of Piranha Swim Club on 14/12/2021

(Piranha Swimming Club)

(14/12/2021)

**Committee Member**

Signed:



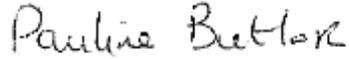
Name: Diarmuid Hegarty

Date: 14/12/2021

Role on Committee: Chairperson

**Club Children's Officer**

Signed:



Name: Pauline Butler

Date: 14/12/2021