

Risk Assessment Document for *Herbertstown AFC*

This risk assessment considers the potential for harm to come to children whilst they are in *Herbertstown AFC* 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	H	<ul style="list-style-type: none"> ▪ Code of conduct and responsibility document for coaches ▪ Recruitment policy 	Herbertstown AFC	<i>Proof of qualification to be confirmed</i>
Supervision issues	M	<ul style="list-style-type: none"> ▪ Code of practice section safety policy ▪ Coach education policy 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
Unauthorised photography & recording activities	M	<ul style="list-style-type: none"> ▪ Code of practice section guidance on the use of Photography equipment 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
Behavioural Issues	M	<ul style="list-style-type: none"> ▪ Code of conduct and code 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC</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 ...
		<ul style="list-style-type: none"> of practice document Safeguarding Level 1 (min) Complaints & Disciplinary policy 		<i>Committee</i>
Lack of gender balance amongst coaches	L	<ul style="list-style-type: none"> Coach education policy Supervision policy 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
No guidance for travelling and away trips	H	<ul style="list-style-type: none"> Code of practice section Travel/Away trip policy Child Safeguarding Training 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
Lack of adherence with misc procedures in Safeguarding policy (i.e. mobile, photography, transport)	M	<ul style="list-style-type: none"> Safeguarding policy Complaints & disciplinary policy within code of practice 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Communications of procedures and policies are available on team app 	Herbertstown AFC	<i>Send reminder at start of season to members of the club in relation to club documents available to view on Team App</i>
Difficulty in raising an issue by child & or parent Reason: Covered above	M	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Communications procedure 	Herbertstown AFC	<i>Review the communication/ responsibilities of the procedure/policy as required</i>
Complaints not being dealt with seriously	M	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
REPORTING PROCEDURES				

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 knowledge of organisational and statutory reporting procedures	H	<ul style="list-style-type: none"> Code of practice section reporting procedures/policy Code of practice section coach education policy Code of Conduct /Behaviour 	NGB MP DLP	<i>Make policies and procedures available</i> <i>Include in Safeguarding Training (L1)</i> <i>Include in Coach Education Training</i>
No Mandated Person appointed	H	<ul style="list-style-type: none"> Code of practice section reporting procedures/policy 	NGB	<i>Publicise identity of Mandated Person</i> <i>Train Mandated Person in their role</i>
No DLP Appointed	H	<ul style="list-style-type: none"> Code of practice section reporting procedures/policy 	NGB Herbertstown AFC	<i>Train all DLPs</i> <i>Publicise identity of DLPs</i>
Concerns of abuse or harm not reported	H	<ul style="list-style-type: none"> Code of practice reporting procedures/policy Child Safeguarding Training – Level 1 	MP DLP	<i>Include in Safeguarding Training (L1)</i> <i>Publicise names of CCOs, DLPs, MP(s)</i> <i>Publicise internal and external reporting procedures on team app</i>
Not clear who YP should talk to or report to	H	<ul style="list-style-type: none"> Post the names of CCOs, DLPs and MP 	CCO DLP	<i>Communicate in Club</i> <i>Include in Safeguarding Training (L1)</i>
FACILITIES				
Unauthorised access to designated children’s play & practice areas and to changing rooms, showers, toilets etc.	H	<ul style="list-style-type: none"> Code of practice section supervision policy Coach education and support policy 	NGB Herbertstown AFC	<i>Clarify responsibilities before session starts</i>
Unauthorised exit from children’s areas	H	<ul style="list-style-type: none"> Code of practice section supervision policy Coach education and 	Herbertstown AFC	<i>Clarify responsibilities before session starts</i>

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		support policy		
Photography, filming or recording in prohibited areas	H	<ul style="list-style-type: none"> Code of practice section guidance on the use of Photography equipment in private zones 	Herbertstown AFC	<i>Enforce policy in private changing and wet areas</i>
Missing or found child on site	L	<ul style="list-style-type: none"> Missing or found child policy 	Herbertstown AFC	<i>Refer to policy and inform Gardai</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	H	<ul style="list-style-type: none"> Safeguarding policy 	Herbertstown AFC	<i>Plan with facilities management to create a suitable child centred environment in shared facilities</i>
RECRUITMENT				
Recruitment of inappropriate people	H	<ul style="list-style-type: none"> Code of Practice section recruitment policy 	NGB Herbertstown AFC CCO Appropriate personnel	<i>Ongoing review for Herbertstown AFC Committee</i>
Lack of clarity on roles	H	<ul style="list-style-type: none"> Code of practice recruitment policy 	Herbertstown AFC	<i>Check job description Put supervision in place</i>
Unqualified or untrained people in role	H	<ul style="list-style-type: none"> Code of practice recruitment policy 	Herbertstown AFC	<i>Check qualification Ongoing review</i>
COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with members and visitors	H	<ul style="list-style-type: none"> Child Safeguarding Statement Training policy 	NGB Herbertstown AFC DLP CCO	<i>Communicate Child Safeguarding Statement on team app and display in club facilities</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 communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	H	<ul style="list-style-type: none"> Child Safeguarding Statement – display Code of Behaviour - distribute 	Club Executive County Committee DLP Children’s Officer	<i>Communicate Child Safeguarding Statement Distribute Code or Sections as appropriate</i>
Unauthorised photography & recording of activities	H	<ul style="list-style-type: none"> Code of practice section guidance on the use of Photography equipment 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
Inappropriate use of social media and communications by under 18’s	H	<ul style="list-style-type: none"> Code of practice Code of conduct 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
Inappropriate use of social media and communications with under 18’s	H	<ul style="list-style-type: none"> Code of practice Code of conduct. 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
GENERAL RISK OF HARM				
Harm not being recognised	H	<ul style="list-style-type: none"> Safeguarding policy Child Safeguarding Training 	Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
Harm caused by - child to child - coach to child - volunteer to child - member to child - visitor to child	H	<ul style="list-style-type: none"> Safeguarding policy Child Safeguarding Training 	Coach Herbertstown AFC	<i>Ongoing review for Herbertstown AFC Committee</i>
General behavioural issues	M	<ul style="list-style-type: none"> Code of Conduct 	Herbertstown AFC	<i>Take disciplinary action where necessary 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/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.
- **NBG**-National Governing Body (FAI)
- **MP**-Mandated Person (Kirsten Pakes FAI)
- **CCOs**-Club Children's Officers(Jackie Gaffrey)
- **DLP**-Designated Liaison Person(David Keane)

This Risk Assessment document has been discussed and reviewed by *Herbertstown AFC* on 21 / 02 / 2021

Signed:



Name: David Keane

Role: *Chairman of Herbertstown AFC*

Date: 21/02/2021

Signed:



Name: Jackie Gaffrey

Role: Club Children's Officer

Date: 21/02/2021