

Potential risk of harm to children	Likelihood of risk 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 Safeguarding Training policy Safeguarding Roles including responsibilities and role requirements for those working with young people 	Club Committee Head Coach Pool Deck Manager	Proof of qualification and experiences confirmed at appointment Check Swim Ireland database Register new staff with Swim Ireland database
Solo working or working without observer	L	<ul style="list-style-type: none"> See policy section: Working with Young People Coach/teacher education Team Manager education 	Club Committee	Adequate staff for activity
Unauthorised photography & recording activities	L	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Pool Deck Manager	Distribute the policy Checks during sessions
Behavioural issues	L	<ul style="list-style-type: none"> Codes of Conduct for those working with young people Safeguarding Training policy Complaints & Disciplinary procedures 	Club Committee Pool Deck Manager CDC	Check Swim Ireland database Distribution of information
Lack of gender balance amongst club personnel	L	<ul style="list-style-type: none"> See policy section: Working with Young People Coach/teacher education Team Manager education 	Club Committee	Review during appointments
No guidance for travelling and away trips	N/a	<ul style="list-style-type: none"> Travel/Away trip policy Safeguarding Training policy 	Club Committee	We are a teaching club so do not travel to competitions, etc.
Lack of adherence with misc. procedures in Safeguarding policy	L	<ul style="list-style-type: none"> See policy section: Compliancy in Safeguarding Policy Complaints & Disciplinary procedures 	Club Committee Person in charge	Distribution of location of policy
RECRUITMENT				
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> Recruitment policy 	Club Committee	Recruitment panel informed of policy
Lack of clarity on roles	L	<ul style="list-style-type: none"> Recruitment Policy Safeguarding Roles including responsibilities - Safeguarding Training Policy 	Club Committee	Check job description Ensure staff or volunteers supervised Respond to complaints
Unqualified or untrained people in role	L	<ul style="list-style-type: none"> Recruitment Policy 	Club Committee Person in charge	Check qualification, experiences, and credentials are valid for those in roles
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedures Communications Policy 	Club Committee CDC	Ensure distribution of policies to members and appropriate committees

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Difficulty in raising an issue by child & or parent	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedures Communications Policy Poor practice and Whistleblowing 	Club Committee CCO	Ensure distribution of policies to members CCO is identified to all members
Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedures Poor practice and Whistleblowing 	Club Committee CCO CDC	Ensure pathway for raising complaint or concern is clear to members Appoint CDC
FACILITIES				
Unauthorised access to designated young people's areas e.g. changing rooms	M	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy Coach/teacher education Poor practice and Whistleblowing 	Club Committee Person in charge	Clarify protocols before sessions Inform members using facilities Ensure reporting pathway is clear
Unauthorised departure from club activities	M	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy Coach/teacher education Poor practice and Whistleblowing 	Person in charge	Clarify protocols before sessions List of emergency contact numbers for parent/carers
Photography, filming or recording in prohibited areas	L	<ul style="list-style-type: none"> Photography & Filming policy 	Person in charge	Enforce policy in changing and wet areas
Missing or found child on site	L	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy 	Person in charge	Refer to policy and inform Garda/PSNI
Children sharing facilities with adults e.g. dressing room, showers etc.	H	<ul style="list-style-type: none"> Working together section including Person on Duty Policy and Supervision Policy Poor practice and Whistleblowing 	Club Committee CCO Person in charge	Plan with facilities management to create a suitable child centred environment in shared facilities
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 and Risk Assessment of Harm Safeguarding Training Policy Communications Policy 	Club Committee CCO Person in charge	Publish and display Child Safeguarding Statement Inform members of Code of Conduct
No communication of Child Safeguarding Statement or Code of Conduct to members or visitors	L	<ul style="list-style-type: none"> Child Safeguarding Statement and Risk Assessment of Harm Codes of Conduct Communications Policy 	Club Committee	Publish and display Child Safeguarding Statement Distribute Safeguarding Policy as appropriate

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Unauthorised photography & recording of activities	L	<ul style="list-style-type: none"> Photography & Filming policy 	Club Committee Pool Deck Manager	Inform members of the policy
Inappropriate use of social media and communications by under 18's	L	<ul style="list-style-type: none"> Communications Policy Codes of conduct Social Media Policy Away Trips Policy 	Club Committee Pool Deck Manager	Inform members of the policy
Inappropriate use of social media and communications with under 18's	L	<ul style="list-style-type: none"> Communications Policy Codes of conduct Social Media Policy Away Trips Policy 	Club Committee CCO Pool Deck Manager	Inform members of the policy
GENERAL RISK OF HARM				
Harm not being recognised	L	<ul style="list-style-type: none"> Safeguarding Policy 2019 Safeguarding Training Recognising and Reporting Child Abuse Policy 	Club Committee All Club personnel	Ongoing review
Harm caused by - child to child adult to child	L	<ul style="list-style-type: none"> Safeguarding Policy 2019 Safeguarding Training Recognising and Reporting Child Abuse Policy 	Club Committee All Club personnel	Ongoing review
General behavioural issues e.g. bullying	L	<ul style="list-style-type: none"> Code of conduct Anti-bullying policy Complaints & Disciplinary procedures 	Club Committee	Take disciplinary action where necessary Sign code of conduct
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	L	<ul style="list-style-type: none"> Recognising and Reporting Child Abuse Policy Poor practice and Whistleblowing Codes of Conduct Safeguarding Training Policy Coach/teacher education 	Club Committee CCO	Inform members of reporting procedure Attend Safeguarding level 1 training Include in Club handbook
No Mandated Person appointed	L	<ul style="list-style-type: none"> Safeguarding Roles Including responsibilities Recognising and Reporting Child Abuse Policy Poor practice and Whistleblowing Child Safeguarding Statement and Risk Assessment of Harm 	Swim Ireland	Publicise identity of Mandated Person
No DLP appointed		<ul style="list-style-type: none"> Safeguarding Roles including responsibilities 	Club Committee	Train DLP

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	N/a	<ul style="list-style-type: none"> Recognising and Reporting Child Abuse Policy Poor practice and Whistleblowing Child Safeguarding Statement and Risk Assessment of Harm 		Publicise identity of DLP
Concerns of abuse or harm not reported	L	<ul style="list-style-type: none"> Safeguarding Roles including responsibilities Recognising and Reporting Child Abuse Policy Poor practice and Whistleblowing Child Safeguarding Statement and Risk Assessment of Harm Safeguarding Training Policy 	Club Committee CCO CDC	Attend Safeguarding level 1 training Publicise names of CCO, DLP, MP Inform members of reporting procedures Include in Club handbook
Not clear who YP should talk to or report to	L	<ul style="list-style-type: none"> Safeguarding Roles including responsibilities Display the names of CCO Display DLP and MP 	Club Committee CCO	Attend Safeguarding level 1 training Inform members of reporting procedures Provide opportunity for young people to raise concerns

This Risk Assessment 2021 has been discussed and completed by the committee of Seal Swimming Club on 19th of January 2022

Committee Member

Signed: *Mary Phelan*

Name: MARY PHELAN

Date: 19/1/2022

Role on Committee: CHAIRPERSON

Club Children's Officer

Signed: *Mart Goham*

Name: MARTINA GORHAM

Date: 19/1/22