Knockharley cricket club

Child Safeguarding Policy

**April 2018**

**KNOCKHARLEY CRICKET CLUB**

**CHILD SAFEGUARDING STATEMENT**

1. Knockharley Cricket Club, its officers and members (“The Club”) wishes to foster and promote participation in the sport of cricket within the community by providing facilities for playing cricket, and opportunities for recreation, coaching and competition.

2. Safeguarding children who play at the Club

The Club accepts that the overriding legal principle is that the interests of children, who are members of the Club or its visitors, are paramount. Our guiding principles are underpinned by Children First: National Guidance for the Protection and Welfare of Children and the guidelines contained in the Code of Ethics and Good Practice for Children’s Sport. Our guiding principles apply to the Club, its members and to all other persons as these principles reflect the general principles of our common and statutory laws. All club members are bound by these guiding principles and our child safeguarding procedures.

3. Nothing in this Statement or in the Rules of Cricket or in the Constitution of the Club shall be construed as imposing on the Club any duty of care for the interests of children and their welfare which is equal to or greater than the duty which the laws of Ireland and the Rules of Cricket Leinster and Cricket Ireland imposes on parents to ensure at all times the safety and welfare of their children whose interests are paramount. Parents of children who are members of or whose children play cricket at the Club or avail of its facilities and services accept that they have a primary duty of care for the interests and welfare of their children which is paramount and that the Club has no risk equal to or greater than parents’ risk when allowing their children to become Club members or avail of the Club’s services and facilities.

4. Risk assessment

The Club has used its best endeavours, taking into account its resources, to understand and assess the risks it faces. Before adopting this Statement, the Club has had it vetted and approved by Cricket Leinster and has requested Cricket Leinster to have an independent assessor carry out due diligence and an assessment of all the Club’s risks arising from Childrens’ membership of the Club and the use of its facilities by children.

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|  | ACTIVITIES | IDENTIFIED RISK | PROCEDURE IN PLACE TO MANAGE RISK |
| 1.  | E-Technology, social media | Policy not communicated properly.Inappropriate contact with children | Text, email, social media policy |
| 2. | Late collection of children | parent/guardian late, children left unsupervised | Late collection policy |
| 3. | Children in open competitions | Injury, unknown adults in contact | Young people in adult cricket policy |
| 4. | Changing room and showering  | Adults sharing changing rooms and showers with children. | Changing room and showering policy |
| 5. | Photography | Adults gaining access to information on children through photographs on clubs social media | Photography policy  |
| 6. | Physical contact | Inappropriate physical contact | Physical contact policy |
| 7.  | Away games and tours | Inadequate supervisionMedical emergencies | Supervision policyTour policy |
| 8. | Disciplinary procedures | Lack of knowledge/implementation of procedures | Club disciplinary procedure and sanctions |
| 9. | Bullying | Bullying by other children or adults | Anti-bullying policy |
| 10. | Coaching sessions |  | Supervision policyRecruitment policy |

5. Our Child Safeguarding Statement has been developed with the assistance of Cricket Leinster and in line with requirements under the Children First Act 2015, the Children First: National Guidance and Tusla’s Child Safeguarding: A Guide for Policy, Procedure and Practice. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

• Procedure for management of allegations of abuse.

• Procedure for safe recruitment of workers and volunteers.

• Procedures for provision of and access to child safeguarding training and information.

• Procedure for reporting welfare concerns

• Procedures for appointing a relevant person.

These procedures are set out in this document, the Child Safeguarding Policy, and these can be made available on request on payment of a copying fee.

6. Implementation

This Child Safeguarding Statement has immediate effect and the Club will use its best endeavours to ensure it is kept under review and compliant with changes in the law. The Club respects the general principle that the interests of children are paramount and nothing herein shall be construed as imposing on the Club any equal or greater duty on it to the primary duty of parents to at all times keep the interests of their children paramount, safe-guarded and protected.

Signed: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Duncan Grehan, as Chairperson currently

and Authorised Officer for and on behalf of the Club

Signed: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Adi Rajesh, as Public Relations Officer currently

and Authorised Officer for and on behalf of the Club

Dated this day of April 2018

7. Policies and Procedures

7.1 Policies

7.1.1 Text, email and social media policy

Texts and emails

The Club does not have the resources to be current in relation to telecommunication systems and disclaims any liability for failures or breaches of good practice which it will endeavour to follow at all times.

* When possible we will use group texts e.g. match information, training times etc.
* Texts and email messages for U18s will be via their parents
* Any individual texting or email conversations with U18s should also be sent to their parent
* Adults ought to be aware of material on social media if their child is on any Club team
* All contact with children ought to be limited to coaching, matches and cricket-related activity.
* Anyoffensive telecommunication message including text message, photograph or e-mail which in anyone’s opinion is offensive ought to be reported to the Club’s Childrens’ Officer (“DLP”).

Social media

Only authorised representatives can post on the Club’s social media pages. The Club’s general view is that postings ought not to cause personal distress or be inappropriate to the interests of children.

Club Members/ Officials / Coaches / Managers and Supervisors:

* ought to have exclusive Club website members-only pages
* should refuse requests from children to be categorised as a “Friend” on social media
* by allowing their child to become a Club member or use the Club facilities, the parents of the child are deemed to have consented to their child using any Club or Club-related social media and to having photographs of their children included on any Club social media forums.

7.1.2 Late collection policy

If a parent or the carer of a child who is a member or using the Club facilities fails to collect the child from the Club or does not arrive at the Club to collect the child, then the Club has no responsibility whatsoever either to that child or to the child’s parents but will use its endeavours to:

* makecontact with the parent/carer
* wait for a reasonable period with the child for the arrival of the parent/carer.
* make a decision in the best interest of the child without the parents’ prior consent and this will include making arrangements for a third party to deliver the child to the most convenient and safe address. Parents are on notice of their duties and the consequences of any tardiness and of the Club’s right to decide steps to take in the interest of the child if the parents are in breach of reasonable care procedures.
* only as a last resort will the Club inform Tusla or the Garda Síochána

7.1.3 Young people in Adult Cricket

* A child’s safety, personal development needs and overall cricket experience are the Club’s main consideration.
* The child’s role in the Club will be determined on an individual basis and account will be taken of the child’s ability, stage of cognitive and emotional maturity, sporting talent and such other matters as the Club decides.
* Children shall be given an opportunity to display their talent appropriately.

Minimum ages

* The Club shall strive for compliance with helmets, fast bowling directives and fielding regulations for any children involved in cricket whether at an adult or other level. Young players who are selected for provincial U13 squads are eligible to play adult cricket. This is providing they are at least 11 years old on 1 September of the preceding year, and have written parental consent to play.
* Players who are not in provincial squads must be at least 12 years of age in the September of the preceding year before they are allowed to play adult cricket. Written parental consent is required.

Duty of Care

Parents have primary responsibility and liability, jointly and severally, for their children. That duty is not assigned in any way to nor accepted by the Club.

* The Club will use its endeavours to ensure that children are not placed at any unreasonable risk taking into account all circumstances including the grade of cricket being played and the relative cricketing skills of the child.
* The Club will seek to avoid any arrangement whereby the opposition are unable to play cricket at the level or standard which they would normally play against an adult team at all times taking into account, however, the welfare of the child.

7.1.4 Changing room policy

* Only coaches, managers, and players of a team may enter the changing room before, during and after a match.
* A coach or manager should not enter the shower room while being used by children team players. Parents are notified now that adults may be changing at the same time and in the same room as children.
* Efforts will be made to seek to ensure that adults and children do not use the showering facilities at the same time.
* If children are uncomfortable about changing or showering at the club, no pressure will placed on them to do so.
* The Club policy is to request mobile phones not to be used in changing rooms so as to reduce the risk of inappropriate photography or filming.

7.1.5 Photography

* Parents are deemed to have consented on allowing the child to join the Club or use its facilities to photographs being taken of their child at matches or in training.
* The Club will use its endeavours to block any photography of any children on its premises and a prohibition notice on its notice board in the Club as to that effect is sufficient notice.
* Children should be informed that a person will be taking photographs
* Children should be informed that if they have concerns, they can report these concerns to coach/ team manager
* If any child is named on any Club’s social media, a photograph of the child will be avoided.
* Any photograph of a child appearing on the Club’s social media, if possible, will not name the child.

7.1.6 Physical contact.

Physical contact shall, where the circumstances permit, be limited for the following purposes:

* Develop sports skills or techniques
* Treat an injury
* Prevent an injury or accident from occurring
* The guiding principle is that physical contact with children is to be avoided and, where possible, the child ought to receive an explanation as to why physical contact with him is unavoidable.

7.1.7 Away Trips/Overnight tours

* Children will not be brought on any trip or tour outside of the Club grounds unless the child’s parents have given their consent and one of them accompanies their child or waives their right to accompany their child. Such waiver is not permissible in the event of an overnight tour in which case the child will not be able to participate if unaccompanied by a parent or by a parent’s adult nominee.
* Any trip away from the Club grounds should be led by an adult member of both genders, where possible. This document notes, however, that the Club at present has few, if any, female members unfortunately. It is a matter for parents to seek the details from the Club of any proposed trip out of the Club grounds and on request such information shall be communicated.
* Parents are obliged to assess the risk of allowing their child to participate in any out-of-club grounds activities and do hereby waive any obligation or duty on the Club to have carried out its own risk assessment in those circumstances.
* The parents have a duty to provide the Club with the parents’ contact details before allowing their children to participate in any trip outside the Club grounds. Alternative contact details should be provided to the Club if in those circumstances the parents are nevertheless not going to be contactable. Parents shall inform the Club of all relevant medical information and emergency contact details relating to their children before any child is permitted to travel outside the Club on any Club activity.

7.1.8 Disciplinary Procedures and Sanctions

* Parents accept that their children will be subject to the Rules of Cricket, the Regulations of Cricket Leinster and the local Home Rules of the Club as decided from time to time by the Captain of the Club cricket team on which panel the child participates or by any authorised Club Officer. The Club respects fair procedure and, generally, will issue a warning in the event of a Rule being broken save in unusual or emergency circumstances where any prior warning is waiveable.
* Physical activity (running laps or doing push-ups) will not be given as a sanction
* When imposing sanctions, the following considerations are taken into account:

Age of child, seriousness of offence, evidence, possible effect on child

* The parents or their nominee will accompany the child at any disciplinary hearing but a child cannot be compelled to attend and if unrepresented at the hearing, it will be adjourned and on the duly notified reconvened date the hearing may proceed despite the non-attendance of the child or child’s representatives.
* Any child facing disciplinary procedures and sanctions will be unnamed.

7.1.9 Anti-bullying policy

The Club aims to provide a caring, friendly and safe environment for all children so they can train and play in a relaxed, safe and secure atmosphere. Bullying is unacceptable to the Club and will not be tolerated at our club. Any bullying incident will be dealt with promptly, fairly and effectively. Any complainant will cooperate fully with the person to whom the complaint is reported and by whom it is being investigated.

* To combat bullying the Club shall respect the rights and the dignity of each member.
* The Club regards bullying as an unacceptable form of behaviour.
* The Club will provide a supportive environment for victims of bullying.
* Parents of children who are Club members shall cooperate with the Club to combat bullying.

7.1.10 Coaching session policy

* Coaching of children ought to be conducted with at least two adults present and in the case of one-on-one coaching the child’s parent or parents’ nominee ought to be present for the duration of the session.
* Children coaching will be child-centred.
* The following minimum supervision ratios shall be the aim of the Club:

Children under 12: 1 adult : 8 children or less

Children aged 12 and over: 1 adult : 10 children or less.

The ratio is to take into account the nature of the activity and any special needs and may be adapted where required.

* For mixed-sex childrens’ groups there ought to be present at least one adult for each gender super supervising the session.
* Any instruction to a single child ought to be, where possible, in an open environment and in view of an adult witness.

7.2 Procedures

7.2.1 *Procedures for management of allegations of abuse*

* Where any allegation is made against any Club member or Club agent, the Club ought to ensure that fair procedures are observed and compliant with the law. No volunteer is deemed to be an employee of the Club. All persons offering services on behalf of the Club do so as self-contractors. Where an allegation of child abuse is made, the following procedures are to be followed:
* The reporting procedure to Tusla in respect of the young person and the alleged abuser
* The internal procedure for dealing with the worker/volunteer.
* The priority is to protect the young person while taking account of the worker/ volunteer’s right to due process.
* The same person will not have responsibility for making the report and the employment issues
* The agreed reporting procedure will be followed by the Designated Liaison Person (“DLP”) or the Deputy DLP
* The Committee and Club Chairperson must immediately be notified of the allegation by the Designated Liaison Person (“DLP”) or Deputy DLP
* Where the circumstances and fair procedures permit, parents will be informed of any process unless this creates a further risk to the young person

7.2.2 Personnel Procedures to be followed

The Club has no workers, employees or contracted volunteers and all persons who offer any services to the Club do so as independent self-contractors and the terms “worker”, “volunteer” or “officer” shall be so construed in this document and in all of the Rules of the Club.

* Any allegation is to be notified in detail to the Club Committee and to the Chairperson of the Club from time to time, the anonymity of the parties being respected
* The worker/ volunteer is accorded the opportunity to respond
* The worker/volunteer is asked to stand down while the matter is being investigated bearing in mind that protective measures do not presume guilt
* The matter will be dealt with in accordance with the Club’s disciplinary procedures, if necessary
* Appropriate levels of confidentiality will be maintained

7.2.3 Procedures for safe recruitment of workers and volunteers

The club will take all reasonable steps to ensure that only suitable people are recruited to work with young people. Procedures have been developed to cover the following:

* Recruitment and selection
* Garda vetting
* Induction on guiding principles and child safeguarding procedures
* Supervision and support for workers and volunteers

Recruitment and selection

* Job role /description which describes the range of duties, accompanied by a person specification that describes the attributes required
* Roles which involve working with children will be advertised on club notice board and on club website
* Consent to Garda vetting
* The use of interviews
* Two references will be obtained
* Evidence will be sought to verify experience and qualifications
* Identification will be sought, if necessary
* Induction will occur as soon as the preferred candidate is appointed
* There will be a probationary period of 1 month

7.2.5 Procedures for provision of and access to child safeguarding training and information

The child safeguarding training strategy will include the following procedures:

* Induction training to introduce new volunteers/ workers to the club’s guiding principles and child safeguarding procedures. This may take the form of the Basic Awareness Course or an in-house information session convened by the Children’s Officers
* Coaches, Supervisors, Team Managers, Children’s Officers and Designated Liaison Person will attend courses appropriate to their roles
* Refresher courses will be availableevery three years
* Dates and names of training programmes will be maintained
* The names of the trainers and the relevant organisations will be maintained
* Where possible, the Club sould seek a signed receipt from each volunteer/worker and parent that they have reviewed and received, if requested and paid for, a copy of the club’s child safeguarding procedures and Statement
* Each volunteer/worker and parent is deemed to have accepted and to be on notice of the Club’s Child Safeguarding policies and procedures.

7.2.6 Procedure for reporting welfare concerns

Role and Responsibilities

The name and contact details of the Designated Liaison Person (“DLP”) is available to all workers and volunteers within the club as well as parents and children. The club will also appoint a Deputy Designated Liaison person.

Identifying reasonable grounds for concern

The Children’s First: National Guidance for the Protection and Welfare of Children states that Tusla should always be informed when a person has reasonable grounds for concern that a child may have been, is being or is at risk of being abused or neglected.

Categories of abuse

Neglect, emotional abuse, physical abuse and sexual abuse. (See Children’s First: National Guidance for the Protection and Welfare of Children for definitions and indicators of abuse)

Responding to concerns

* Regardless of how a concern comes to a worker/ volunteer’s attention, it must be reported to the Designated Liaison Person
* If reasonable grounds for concern exist, the DLP will make a report to the Tusla duty social worker
* If the DLP decides not to make a report, the worker/volunteer is still entitled to make a report to Tusla
* Recording: there is an obligation to record the details of the concern and the decisions and actions taken
* If there is an immediate risk to the child, the Tusla duty worker is informed as a matter of urgency. If contact is not made with duty social worker, the Garda is informed
* It is best practice to inform parents that a report is being made, but there are instances where this may not be advisable
* Consult Tusla informally, if unsure about making a report
* Complete the Child Protection and Welfare Report Form
* If no report made, keep record of reasons for not making report

6.2.7 Procedures for appointing a relevant person

1. The Club appoints one person as its Designated Liaison Person (“DLP”). The Club currently has appointed its member Mr Stephen Wilson as DLP. The DLP will keep the Club Committee fully informed of his activities and shall attend the next available Committee Meeting after becoming aware of any child safety issue which may affect the interests of the child and of the Club. The DLP shall liaise with statutory agencies responsible for child protection and welfare, and will be the resource person to any worker/ volunteer who has child protection concerns

2. The Club appoints also a Deputy Designated Liaison Person (“Deputy DLP”). Mr Anthony Bellew is currently the Deputy DLP and shall assume the duties and role of DLP should the current DLP, Mr Stephen Wilson, be unavailable for whatever reason. Contact details for both officers will be displayed on the Club’s notice board and on its website. Where neither can be available, each shall so notify the Club Committee.

3. The DLP and Deputy DLP will undertake training appropriate to their roles

4. The Designated Liaison Person will also be the relevant person. He/she will be the first point of contact in relation to the Child Safeguarding Statement

**Suggested Appendices…(Info for these are in Cricket Ireland code of ethics and good practice document a sample code of conduct from Phoenix cricket club is on the next page)**

**Appendix 1**

Codes of Conduct (The Individual should sign that they have read the Codes)

Code of Conduct for Coaches, Supervisors and Team Managers

Code of Conduct for Young People

Code of Conduct for Parents

**Appendix 2**

Accident Report Form (Cricket Ireland )

**Appendix 3**

Report Form for Designated Liaison Person/Children’s Officer re. Incident

CI page 20

**Appendix 4**
Reference form (for Coaches, Managers etc).