



## Risk Assessment Document for (Ballina Town FC/Mayo/NGB)

This risk assessment considers the potential for harm to come to children whilst they are in (*insert Club/Region/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 ...
<b>CLUB &amp; COACHING PRACTICES</b>				
Lack of coaching qualification	M	<ul style="list-style-type: none"> <li>Coach education policy</li> <li>Recruitment policy</li> </ul>	Ballina Town FC	<i>Proof of qualification to be confirmed</i>
Supervision issues	M	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach education policy</li> </ul>	Ballina Town FC	<i>Ongoing review</i>
Unauthorised photography & recording activities	M	<ul style="list-style-type: none"> <li>Photography and Use of Images policy</li> </ul>	Ballina Town FC	<i>social media Policy</i>
Behavioural Issues	M	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Level 1 (min)</li> <li>Complaints &amp; Disciplinary policy</li> </ul>	Ballina Town FC	<i>Club Code of Conduct Safeguarding 1 to be confirmed FAN\BTFC concern/complaint policy</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 gender balance amongst coaches	H	<ul style="list-style-type: none"> <li>Coach education policy</li> <li>Supervision policy</li> </ul>	Ballina Town fc	Ongoing recruitment of female coaches
No guidance for travelling and away trips	M	<ul style="list-style-type: none"> <li>Travel/Away trip policy</li> <li>Child Safeguarding Training</li> </ul>	Ballina Town FC	Ongoing communication of policies and procedures FAI/BTFC Child welfare policy
Lack of adherence with misc procedures in Safeguarding policy (i.e. mobile, photography, transport)	M	<ul style="list-style-type: none"> <li>Safeguarding policy</li> <li>Complaints &amp; disciplinary policy</li> </ul>	Ballina Town F	FAI BTFC Child welfare policy
<b>COMPLAINTS &amp; DISCIPLINE</b>				
Lack of awareness of a Complaints & Disciplinary policy	M	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> <li>Communications procedure</li> </ul>	Ballina Town F	Immediate action needed Greater communication required
Difficulty in raising an issue by child & or parent Reason: Covered above	M	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> <li>Communications procedure</li> </ul>	Ballina Town F	Review the communication/ responsibilities of the procedure/policy as required
Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> <li>Complaints &amp; Disciplinary procedure/policy</li> </ul>	Ballina Town F	Ongoing review Ongoing communication with coaches and parents
<b>REPORTING PROCEDURES</b>				
Lack of knowledge of organisational and statutory reporting procedures	M	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> <li>Coach education policy</li> </ul>	NGB MP DLP	Make policies and procedures available Include in Safeguarding Training (L1) Include in Coach Education Training



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 Mandated Person appointed	L	<ul style="list-style-type: none"> <li>Code of Conduct /Behaviour</li> <li>Reporting procedures/policy</li> </ul>	NGB	<p>Publicise identity of Mandated Person</p> <p>Train Mandated Person in their role</p>
No DLP Appointed	L	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> </ul>	NGB Club	<p>Train all DLPs</p> <p>Publicise identity of DLPs</p>
Concerns of abuse or harm not reported	M	<ul style="list-style-type: none"> <li>Reporting procedures/policy</li> <li>Child Safeguarding Training – Level 1</li> </ul>	MP DLP	<p>Include in Safeguarding Training (L1)</p> <p>Publicise names of CCOs, DLPs, MP(s)</p> <p>Publicise internal and external reporting procedures</p>
Not clear who YP should talk to or report to	H	<ul style="list-style-type: none"> <li>Post the names of CCOs, DLPs and MP</li> </ul>	CCO DLP	<p>Communicate in Club</p> <p>Include in Safeguarding Training (L1)</p>
<b>FACILITIES</b>				
Unauthorised access to designated children's play & practice areas and to changing rooms, showers, toilets etc.	M	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach education</li> </ul>	NGB Club	<p>Clarify responsibilities before session starts</p>
Unauthorised exit from children's areas	M	<ul style="list-style-type: none"> <li>Supervision policy</li> <li>Coach education</li> </ul>	Ballina Town FC	<p>Clarify responsibilities before session starts</p>
Photography, filming or recording in prohibited areas	M	<ul style="list-style-type: none"> <li>Photography policy and use of devices in private zones</li> </ul>	Ballina Town FC	<p>Enforce policy in private changing and wet areas</p>



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 ...
Missing or found child on site	M	<ul style="list-style-type: none"> <li>Missing or found child policy</li> </ul>	Ballina Town FC	Refer to policy and inform Gardai
Children sharing facilities with adults e.g. dressing room, showers etc.	M	<ul style="list-style-type: none"> <li>Safeguarding policy</li> </ul>	Ballina Town FC	Plan with facilities management to create a suitable child centred environment in shared facilities.
<b>RECRUITMENT</b>				
Recruitment of inappropriate people	M	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	NGB Club CCC Appropriate personnel	Ongoing review
Lack of clarity on roles	M	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	Club	Check job description. Put supervision in place.
Unqualified or untrained people in role	M	<ul style="list-style-type: none"> <li>Recruitment policy</li> </ul>	Club	Check qualification. Ongoing review
<b>COMMUNICATIONS AND SOCIAL MEDIA</b>				
Lack of awareness of 'risk of harm' with members and visitors	H	<ul style="list-style-type: none"> <li>Child Safeguarding Statement</li> <li>Training policy</li> </ul>	Football Association Ballina Town FC DLP CCO	Communicate Child Safeguarding Statement
No communication of Child Safeguarding	M	<ul style="list-style-type: none"> <li>Child Safeguarding Statement – display</li> </ul>	Club Executive County Committee	Communicate Child Safeguarding Statement



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 ...
Statement or Code of Behaviour to members or visitors		<ul style="list-style-type: none"> <li>Code of Behaviour - distribute</li> </ul>	DLP Children's Officer	<i>Distribute Code or Sections as appropriate</i>
Unauthorised photography & recording of activities	M	<ul style="list-style-type: none"> <li>Photography and Use of Images policy</li> </ul>	Ballina Town FC Children's Officer	<i>Fai / BTFC social Media Policy</i>
Inappropriate use of social media and communications by under 18's	M	<ul style="list-style-type: none"> <li>Communications policy</li> <li>Code of conduct</li> </ul>	Football Association Ballina Town FC	<i>Fai / BTFC social Media Policy</i>
Inappropriate use of social media and communications with under 18's	M	<ul style="list-style-type: none"> <li>Communications policy</li> <li>Code of conduct.</li> </ul>	Football Association Ballina Town FC	<i>Fai / BTFC social Media Policy</i>
<b>GENERAL RISK OF HARM</b>				
Harm not being recognised	M	<ul style="list-style-type: none"> <li>Safeguarding policy</li> <li>Child Safeguarding Training</li> </ul>	Ballina Town FC	<i>Fai Child welfare policy</i>
Harm caused by <ul style="list-style-type: none"> <li>child to child</li> <li>coach to child</li> <li>volunteer to child</li> </ul>	M	<ul style="list-style-type: none"> <li>Safeguarding policy</li> <li>Child Safeguarding Training</li> </ul>	Coach CCO, Ballina Town FC	<i>Ongoing review</i> <i>Fai Child welfare policy</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"> <li>- member to child</li> <li>- visitor to child</li> </ul>	M	<ul style="list-style-type: none"> <li>▪ Code of Conduct</li> </ul>	Ballina Town fc Mayo League Football Association	Take disciplinary action where necessary. Sign code of conduct/ Approve

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.

This Risk Assessment document has been discussed and completed by *(Ballina Town FC / Mayo / NGB as provider)* on 12/ 05 / 2021

Signed:

Name:

Role: *(insert role on Committee)*

Date:

Signed: *Irene Tighe*

Name: Irene Tighe

Role: Club Children's Officer

Date: *12/05/21*