



# FOYNES YACHT CLUB

## RISK ASSESSMENT DOCUMENT

This risk assessment considers the potential for harm to come to children whilst they are in **Foynes Yacht Club's** care. This risk assessment proceeds the Child Safeguarding Statement (Section 11 (1b) Children First Act 2015) which is developed following the 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 & Procedure Document	Responsibility Club/Regional/National	Further action required
<b>CLUB &amp; COACHING PRACTICES</b>				
Lack of Coaching Qualifications		<ul style="list-style-type: none"> <li>• Code of Conduct</li> <li>• SA Recruitment Policy</li> </ul>	Club	<i>Proof of qualification required by all visiting coaches engaged in coaching activities at Foynes Yacht Club</i>
Supervision issues	M	<ul style="list-style-type: none"> <li>• Code of Conduct</li> </ul>	Club	<i>Communicate to parents that children are supervised at all times whilst on Foynes Yacht Club property.</i>
Unauthorised photography & recording activities	M	<ul style="list-style-type: none"> <li>• Code of Conduct</li> <li>• SA Booking Form (Photography Consent)</li> <li>• Safeguarding Policy</li> </ul>	Club	<i>Signed photography consent required by parents/ guardians Administrative access to FYC website &amp; social media restricted.</i>
Behavioural Issues	M	<ul style="list-style-type: none"> <li>• Code of Conduct</li> <li>• Safeguarding Level 1 (min)</li> <li>• Safeguarding Policy</li> </ul>	Club	<i>Ongoing review</i>
Lack of adherence with	M	<ul style="list-style-type: none"> <li>• Safeguarding Policy</li> </ul>	Club	<i>Ongoing review by FYC Committee</i>
Miscellaneous procedures in Safeguarding Policies (i.e mobile, photography, transport)		<ul style="list-style-type: none"> <li>• Code of Conduct</li> </ul>		

COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary Policy	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Policy</li> <li>Safeguarding Statement</li> </ul>	Club	Ongoing review
Difficulty in raising an issue by child and/or parent Reason: Covered above	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Policy</li> <li>Safeguarding Statement</li> </ul>	Club	Ongoing review
Complaints not being dealt with seriously.	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> </ul>	Club	Ongoing review

REPORTING PROCEDURES				
Lack of knowledge of organisational & statutory reporting procedures	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Policy</li> </ul>	Irish Sailing MP DLP	Ensure policies and procedures available online. Include in S Safeguarding Training (L1)
No Mandated Person appointed	L	<ul style="list-style-type: none"> <li>Reporting Procedures/Policy</li> </ul>	Irish Sailing	Publicise identity of mandated person. Train mandated person in this role
No DLP appointed	L	<ul style="list-style-type: none"> <li>Reporting Procedures/Policy</li> <li>Code of Conduct</li> </ul>	Irish Sailing Club	Publicise identity of DLP Train DLP in their role
Concerns of abuse or harm not reported	L	<ul style="list-style-type: none"> <li>Reporting Procedures/Policy</li> <li>Child Safeguarding Training - Level 1</li> </ul>	MP DLP	Include in Safeguarding Training (L1) Publicise names of CCOs, DLPs, MP(s) Publicise internal and external reporting procedures
Not clear who YP should talk to or report to	M	<ul style="list-style-type: none"> <li>Report the names of CCOs</li> <li>DLPs and MP</li> </ul>	CCO DLP	Display in Club Include in Safeguarding Training Training (L1)

FACILITIES				
Unauthorised access to designated children's play and practice areas and to changing rooms, showers, toilets etc.	M	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Policy</li> </ul>	Irish Sailing Club	Clarify responsibilities before session starts
Unauthorised exit from children's areas	M	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Policy</li> </ul>	Club	Clarify responsibilities before session starts
Photography, filming or recording in prohibited areas	M	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Policy</li> </ul>	Club	Enforce policy in private changing and wet areas
Missing or found child on site	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Policy</li> </ul>	Club	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>Code of Conduct</li> <li>Safeguarding Policy</li> </ul>	Club	Plan with facilities Management to create a suitable child centered environment in shared facilities.

RECRUITMENT				
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Policy</li> <li>CSA Instructor Recruitment Policy</li> </ul>	Irish Sailing Club CCO Appropriate personnel	Ongoing review
Lack of clarity on roles	M	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Policy</li> <li>SA Safety Statement</li> </ul>	Club	Check job description put supervision in place
Unqualified or untrained people in role	M	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>SA Instructor Recruitment Policy</li> </ul>	Club	Check qualifications Ongoing review

COMMUNICATIONS & SOCIAL MEDIA				
Lack of awareness of risk of harm' with members and visitors	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Safeguarding Policy</li> </ul>	National Club DLP CCO	Communicate Child Safeguarding Statement
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	L	<ul style="list-style-type: none"> <li>Child Safeguarding Statement               <ul style="list-style-type: none"> <li>- display</li> </ul> </li> <li>Code of Behaviour               <ul style="list-style-type: none"> <li>- distribute</li> </ul> </li> </ul>	Club Executive County Committee DLP Children's Officer	Ensure access to FYC Code of Behaviour via Website and display Safeguarding Statement in Club.
Unauthorised photography and recording of activities	L	<ul style="list-style-type: none"> <li>Child Safeguarding Policy</li> </ul>		Ongoing review
Inappropriate use of Social Media and communications by under 18's	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Child Safeguarding Policy</li> </ul>		Ongoing review

GENERAL RISK OF HARM				
Harm not being recognised	M	<ul style="list-style-type: none"> <li>Child Safeguarding Policy</li> <li>Anti-Bullying Policy</li> <li>Safeguarding L1 (min)</li> </ul>		Ongoing review
Harm caused by	L	<ul style="list-style-type: none"> <li>Child Safeguarding Policy</li> <li>Anti-Bullying Policy</li> <li>Safeguarding L1 (min)</li> </ul>		Ongoing review
- Child to Child				
- Coach to Child				
- Volunteer to Child				
- Member to Child				
- Visitor to Child				
General behavioural issues	L	<ul style="list-style-type: none"> <li>Code of Conduct</li> </ul>		Take disciplinary action where necessary. Sign Code of Conduct

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/Irish Sailing.
- Likelihood of harm happening – the likelihood of the risk occurring in the Club/Region/Irish Sailing measured by you as Low/Medium/High.
- Required Policy, Guidance & 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.
- CCO (Club Childrens Officer), DLP (Designated Liaison Person), MP (Mandated Person), SA (Sailing Academy)

This Risk Assessment document has been discussed and completed by Foynes Yacht Club as provider on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Signed

Signed

Name

Name

Role  
*(Insert Role on Committee)*

Role  
*(Club Childrens Officer)*

Date

Date