

Child Safeguarding Statement

Section 1 – Rockfield Tennis Club information

Name: Rockfield Tennis Club

Sport: Tennis

Location: Artane

Size: 2 CE Scheme staff, 10 clubhouse volunteers, 13 Committee members, 550 members

Activities: Rockfield Tennis Club aims to provide tennis activities and opportunities for children and young people through participation in social play, junior day camps, parks, clubs, regional, provincial events and with our representative teams. The club is committed to safeguarding children and young people. All of our volunteers and staff interacting with children throughout the organisation seek to create a safe environment for children and young people to participate in Tennis.

Section 2 - Principles to safeguard children from harm

Rockfield Tennis Club is committed to safeguarding children and by working under the guidance of Tennis Ireland's (our NGB) Safeguarding Policies, our staff, both volunteers and employed, working with our young people, throughout the organisation, seek to create a safe environment for young people to grow and develop within sport. The following set of principles should be adhered to:

- (i) **Importance of childhood** - The importance of childhood should be understood and valued by everyone involved in tennis.
- (ii) **Needs of the child** - All children's sport experiences should be guided by what is best for children. This means that adults should have a basic understanding of the emotional, physical and personal needs of young people.
- (iii) **Integrity in relationships** - Adults interacting with children in tennis are in a position of trust and influence. They should always ensure that children are treated with integrity and respect, and the self-esteem of young people is enhanced.
- (iv) **Fair Play** - All children's sport should be conducted in an atmosphere of fair play. The principles of fair play should always be emphasised, and organisers should give clear guidelines regarding acceptable standards of behaviour.
- (v) **Quality atmosphere & ethos** - Children's sport should be conducted in a safe, positive and encouraging atmosphere.
- (vi) **Competition** - Competition is an essential element of tennis and should be encouraged in an age and level appropriate manner. A child centred ethos will help to ensure that competition and specialisation are kept in their appropriate place.
- (vii) **Equality** - All children should be valued and treated in an equitable and fair manner regardless of ability, age, gender, religion, social and ethnic background or political persuasion.

Section 3 - Risk Assessment

Rockfield Tennis Club’s Risk Assessment document indicates the areas of potential risk of harm, the likelihood of the risk occurring, and gives the required policy, guidance or process documents required to alleviate these risks. The list of risks identified and procedures to manage these risks are contained in the following categories:

RISKS IDENTIFIED	PROCEDURE IN PLACE TO MANAGE RISK IDENTIFIED
CLUB AND COACHING PRACTICES:	
Lack of coaching qualification	<ul style="list-style-type: none"> ○ Code of conduct for coaches. ○ Tennis Officer responsible for collecting coaches’ certification and other relevant documentation.
Supervision issues	<ul style="list-style-type: none"> ○ Code of conduct for coaches. ○ Tennis Officer to review coaching plans and supervisor requirements. ○ Children’s Officers to hold information sessions for parents’ encouraging parents’ involvement as volunteers. ○ Children’s Officers to arrange Garda vetting and safeguarding training for of volunteers.
Unauthorised photography and recording activities	<ul style="list-style-type: none"> ○ Photo and Video Policy. ○ Social Media Policy. ○ Anti-bullying Policy. ○ Relevant Code of Conduct. ○ Complaints Policy. ○ Disciplinary Process. ○ Disciplinary Panel.
Behavioural issues	<ul style="list-style-type: none"> ○ Relevant code of conduct. ○ Social Media Policy. ○ Complaints Policy. ○ Disciplinary Process. ○ Disciplinary Panel.
Lack of gender balance amongst coaches	<ul style="list-style-type: none"> ○ Recruitment Policy. ○ Volunteers assisting with supervision to be gender balanced where possible.

No guidance for travelling and away trips	<ul style="list-style-type: none"> ○ Policy on travel and away trips. ○ Relevant Code of Conduct. ○ Garda vetting and safeguarding training of all volunteers, employees and committee members.
Lack of adherence with misc procedures in Safeguarding policy	<ul style="list-style-type: none"> ○ Relevant code of conduct. ○ Safeguarding Policy. ○ Complaints and Discipline Procedure.
COMPLAINTS AND DISCIPLINE:	
Lack of awareness of a Complaints and Discipline Procedure	<ul style="list-style-type: none"> ○ Complaints and Discipline Procedure referenced on membership form. ○ Complaints and Discipline Procedure available on RTC website.
Difficulty in raising an issue by child or parent	<ul style="list-style-type: none"> ○ Tennis Officer to report unusual behaviour. ○ Children's Officers to monitor and follow up on member attendance/absenteeism issues. ○ Child Safeguarding Reporting procedures in place. ○ Photographs and contact details of COs and DLP on the Club noticeboard. ○ COs to host information sessions for parents. ○ COs to be visible in the Club.
Complaints not being dealt with seriously	<ul style="list-style-type: none"> ○ Relevant code of conduct. ○ Complaints procedure.
REPORTING PROCEDURES:	
Lack of knowledge of organisational and statutory reporting procedures	<ul style="list-style-type: none"> ○ Committee has appointed Children's Officers (Male and Female). ○ Committee has appointed a DLP ○ COs and DLP have undergone relevant training with NGB partner organisations. ○ Child Safeguarding Reporting Procedures in place. ○ Committee has communicated who the COs and DLP are to members. ○ Contact details for COs and DLP are on the Club noticeboard. ○ COs to arrange information sessions for members.
No DLP appointed	<ul style="list-style-type: none"> ○ Child Safeguarding Policy and Reporting procedures.

Concerns of abuse or harm not reported	<ul style="list-style-type: none"> ○ COs and DLP appointed and trained to the required standard. ○ Child Safeguarding Policy and Reporting procedure in place.
Not clear who young person should talk to or report to	<ul style="list-style-type: none"> ○ Committee has appointed Children's Officers (Male and Female). ○ Committee has appointed a DLP. ○ COs and DLP have undergone relevant training with NGB partner organisations. ○ Child Safeguarding Policy and Reporting Procedure in place. ○ Committee has communicated who the COs and DLP are to members. ○ Contact details for COs and DLP are on the Club noticeboard. ○ COs to arrange information sessions for members. ○ COs to be visible in the Club.
USE OF FACILITIES:	
Unauthorised access to designated children's play and practice areas and to changing rooms, showers, toilets, etc.	<ul style="list-style-type: none"> ○ Child Safeguarding Policy. ○ Supervision Policy. ○ Code of conduct for coaches. ○ Code of conduct for members. ○ Code of conduct for visitors. ○ Tennis Officer to liaise with coaches, ensure awareness of supervision procedures, report any issues.
Unauthorised exit from children's areas	<ul style="list-style-type: none"> ○ Child Safeguarding Policy. ○ Supervision Policy. ○ Code of conduct for coaches. ○ Code of conduct for junior members. ○ Code of conduct for parents. ○ Complaints policy. ○ Disciplinary Process. ○ Disciplinary Panel.
Photography, filming or recording in prohibited areas	<ul style="list-style-type: none"> ○ Safeguarding Policy. ○ Photo and video policy. ○ Supervision Policy. ○ Code of conduct for coaches. ○ Code of conduct for junior members. ○ Code of conduct for parents. ○ Complaints policy. ○ Disciplinary Process. ○ Disciplinary Panel.
Missing or found child on site	<ul style="list-style-type: none"> ○ Missing Child Policy.

Children sharing facilities with adults' e.g dressing rooms.	<ul style="list-style-type: none"> ○ Safeguarding Policy. ○ Supervision Policy. ○ Code of conduct for coaches. ○ Code of conduct for junior members. ○ Code of conduct for parents. ○ Complaints policy. ○ Disciplinary Process. ○ Disciplinary Panel.
RECRUITMENT:	
Recruitment of inappropriate people	<ul style="list-style-type: none"> ○ Recruitment Policy. ○ All Committee Members, coaches and employees are Garda Vetted. ○ All Committee Members have undergone Level 1 Safeguarding Training.
Lack of clarity on roles	<ul style="list-style-type: none"> ○ Recruitment Policy. ○ Roles and responsibilities of committee members.
Unqualified or untrained people in role	<ul style="list-style-type: none"> ○ Recruitment Policy. ○ Roles and responsibilities of committee members. ○ All committee members, coaches, volunteers and employees Garda vetted. ○ All committee members, coaches, volunteers and employees undertake relevant safeguarding training.
COMMUNICATIONS:	
Lack of awareness of 'risk of harm' with members and visitors	<ul style="list-style-type: none"> ○ Child Safeguarding Statement published on the Club's website and on the Club's noticeboard. ○ Child Safeguarding Statement and Codes of Conduct referenced on the Membership Form.
No communication of Child Safeguarding Statement and of relevant Code of Conduct to members and visitors	<ul style="list-style-type: none"> ○ Child Safeguarding Statement published on the Club's website and on the Club's noticeboard. ○ Codes of Conduct published on the Club's website and on the Club's noticeboard. ○ Child Safeguarding Statement and Codes of Conduct referenced on the Membership Form.
Unauthorised photography and recording of activities	<ul style="list-style-type: none"> ○ Photo and Video Policy ○ Social Media Policy

	<ul style="list-style-type: none"> ○ Anti-bullying Policy ○ Relevant Code of Conduct ○ Complaints Policy ○ Disciplinary Process ○ Disciplinary Panel
Inappropriate use of social media and communications by under 18s	<ul style="list-style-type: none"> ○ Social Media Policy ○ Photo and Video Policy ○ Anti-bullying Policy ○ Relevant Code of Conduct ○ Complaints Policy ○ Disciplinary Process ○ Disciplinary Panel
Inappropriate use of social media and communications with under 18s	<ul style="list-style-type: none"> ○ Social Media Policy ○ Photo and Video Policy ○ Anti-Bullying Policy ○ Relevant Code of Conduct ○ Complaints Policy ○ Disciplinary Process ○ Disciplinary Panel
GENERAL RISK OF HARM:	
Harm not being recognised	<ul style="list-style-type: none"> ○ Child Safeguarding Policy. ○ All committee members, coaches, volunteers and employees undertake relevant safeguarding training. ○ COs to arrange information sessions for members.
Harm caused by: <ul style="list-style-type: none"> ○ Child to child ○ Coach to child ○ Volunteer to child ○ Member to child ○ Visitor to child 	<ul style="list-style-type: none"> ○ Child Safeguarding Policy. ○ All committee members, coaches, volunteers and employees undertake relevant safeguarding training. ○ Children's Officers to hold ○ Relevant Code of Conduct. ○ Anti-bullying Policy. ○ COs to arrange information sessions for members.
General behavioural issues	<ul style="list-style-type: none"> ○ Relevant Code of Conduct. ○ Complaints Policy. ○ Disciplinary Process. ○ Disciplinary Panel.
Issues of bullying	<ul style="list-style-type: none"> ○ Social Media Policy. ○ Photo and Video Policy. ○ Anti-Bullying Policy. ○ Relevant Code of Conduct.

	<ul style="list-style-type: none"> ○ Complaints Policy. ○ Disciplinary Process. ○ Disciplinary Panel.
Vetting of staff and volunteers	<ul style="list-style-type: none"> ○ All staff and volunteers to be Garda vetted. ○ Club Secretary to retain vetting details.
Issues of online safety	<ul style="list-style-type: none"> ○ Social Media Policy. ○ Photo and Video Policy. ○ Anti-Bullying Policy. ○ Relevant Code of Conduct. ○ Complaints Policy. ○ Disciplinary Process. ○ Disciplinary Panel.

Version Control

The Risk Assessment was undertaken on 17th May 2021

The Risk Assessment was reviewed by Interim DLP on 27th January 2023 and updated

Section 4 – Procedures

Our Child Safeguarding Statement has been developed 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 our Risk Assessment document described above, there are further procedures that support our intention to safeguard children while they are availing of our activities.

Rockfield Tennis Club has the following procedures in place as part of our Safeguarding Policy:

- Procedure for the management of allegations of abuse or misconduct by staff or volunteers against a child availing of our activities.
- Procedure for the safe recruitment of staff and volunteers to work with children in our activities.
- Procedure for access to child safeguarding training and information, including the identification of the occurrence of harm.
- Procedure for reporting of child protection or welfare concerns to Statutory Authorities.
- Procedure for appointing a relevant person.

Please note that all procedures listed are available on request.

The Relevant Person for Rockfield Tennis Club is:

DLP 2022 - Sarah Mongey, DLP.

2023 Catherine Lonergan, Interim DLP

Section 5 – Implementation

We recognise that implementation is an ongoing process. Rockfield Tennis Club is committed to the implementation of this Child Safeguarding Statement and the procedures that support our intention to keep children safe from harm while availing of our activities.

Please note the following:

- That all staff and volunteers have been furnished with a copy of this statement.
- This statement is available to parents/guardians, the Agency, our NGB and members of the public on request.
- This statement will be displayed in a prominent place by **Rockfield Tennis Club**

This Child Safeguarding Statement was approved by the Committee on 17th May 2021 and will be reviewed on or before 17 May 2023.



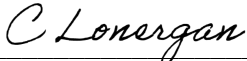
Signed: _____

Date: 17.05.2021

(On behalf of Rockfield Tennis Club)

Name: Sarah Mongey, DLP

This Child Safeguarding Statement was updated and approved by the Committee on 1st March 2023.

Signed: _____ 

Date@ 03.03.2023

Catherine Lonergan, Interim DLP

Phone No.: 0864178224

For queries on this Child Safeguarding Statement, please contact

Catherine Lonergan Ph: 086 4178224 or

Lorcan Kennedy ph: 087 967 3447

Rockfield Tennis Club Children's Officers.