



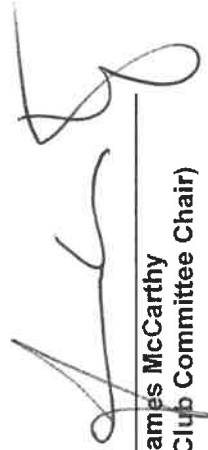
SAFEGUARDING RISK ASSESSMENT BASED ON CLUB SAFEGUARDING ACTION PLAN (23/24 SEASON)

This risk assessment considers the potential for harm to come to children whilst they are in OLD BELVEDERE RFC's care and gives the required policy, guidance or process documents required to alleviate these risks. This risk assessment has been carried out prior to the publication of the club's Child Safeguarding Statement (Section 11 (1b) Children First Act 2015). In this context and in accordance with the requirements of Section 11 (1) of the Children First Act 2015, that states as a provider of a relevant service we will "undertake an assessment of any potential harm to a child while availing of the service"; the risk is of abuse and not general health and safety risk. This risk assessment is also in accordance with Sport Northern Ireland's Club Framework for Safeguarding Standards in Sport and as such can be used by the IRFU's constituent Provinces and clubs.

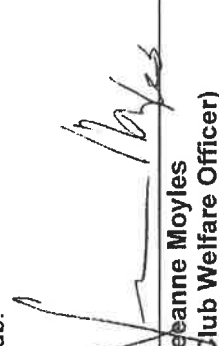
Club Responsibilities

- Clubs are required to appoint a Club Welfare Officer to implement the Child Safeguarding Statement and IRFU Safeguarding Policy and to monitor the implementation of the associated Safeguarding Guide.
- The Club Welfare Officer holds the role of Relevant Person for the organization's Child Safeguarding Statement and links with the nationally appointed Mandated Person of the IRFU.
- This risk assessment has been completed with Club Welfare Offices and other members of the Club Committee.
- The Committee recorded the risk assessment at the 28th September 2023 Club Committee Meeting and published a Child Safeguarding Statement thereafter.
- All Age-Grade staff and volunteers (e.g. coaches, manager, team assistants) working regularly and continuously with minors or youths (or where their role is a necessary part of working with young people) and/or vulnerable adults have been vetted and have signed the Declaration of Intent.
- The IRFU has a Mandate Person and their contact is listed in the Child Safeguarding Statement.
- The CSS and related policies are available to parents and the public through the Club Welfare Offices.

This document was completed by the Club Welfare Officer on behalf of the Club Committee and approved by the Committee on 28th September 2023. On completion of this the club will now complete and publish the Child Safeguarding Statement signed by Officers of the Club.


James McCarthy
(Club Committee Chair)




Lorraine Moyles
(Club Welfare Officer)

O.B.R.F.C.

Area of Responsibility	Yes / No	Rate the Risk – H / M / L	Actions To Be Taken	By When By Who
Recruitment				
Have you appointed a CWO that is vetted and trained to SG2 standard?	Yes	High	Leeanne Moyles appointed as CWO. Committee Meeting 05.09.2018.	N/A
Have all relevant Age-Grade volunteers successfully completed the necessary vetting requirements	Yes	High	Yes, updated regularly. Check with head coaches to ensure any new coaches that present themselves are vetted before participating.	CWO – weekly
Have all relevant Age-grade volunteers signed Declarations of Intent	Yes	High	Part of vetting applications/procedure applications.	CWO
Have the youth section put in place adequate supervision processes in accordance with IRFU Safeguarding Policy	Yes	Medium	IRFU ratios/standards being met.	N/A
Have you sought copies of reference for visiting / unknown coaches if applicable?	No	Low	Responsibility of visiting team.	N/A
Training				
Has CWO completed all Sport Ireland safeguarding training?	Yes	High	CWO was certified on 10.07.2018 with the Introduction to Children First programme.	CWO
Have all Age-grade volunteers received appropriate safeguarding training, (IRFU training factsheet available) & have coaches completed safeguarding training with CWO and/or SG1	Yes	Medium	CWO completed SG2 course. CWO continues to attend seminars/courses throughout the season.	N/A
Are all coaches working with Age-grade players appropriately trained for the level of rugby they are coaching?	Yes	Medium	All existing coaches have appropriate level training. New coaches doing course throughout season as they are made available. All existing coaches have appropriate level training. CWO to review annually.	CWO
Safeguarding Policy				
Has the club has adopted the current IRFU Safeguarding Policy and recorded this in the minutes of an Executive/ Management Committee Meeting	Yes	Medium	Codes of Conduct in line with IRFU Safeguarding Policy issued to all parents at the start of season/registration.	Admin – Sept '23
Is there a consent form for each member U-18 years of age, with parental permission, with relevant medical information and permission to participate, photographic permission and travel consent	Yes	Medium	Part of registration/enrollment.	ditto
Are there Codes of Conduct for age-grade players and parents published and/or on view?	Yes	Low	Parents Info Pack emailed at start of season to all parents.	ditto
Have the club collected signed DOI for affiliated referees?	Yes	Medium	All DOI's stored on SportsIreland database	N/A

Area of Responsibility	Yes / No	Rate the Risk – H / M / L	Actions To Be Taken	By When By Who
Policies and Procedures - Have you reviewed the IRFU SG policy in relation to safety when working with YP and vulnerable adults? - Have you reviewed policies in relation to travel, supervision, social media and photographs, travel and away trips, anti-bullying? - Have these policies been made known to those working with Age-grade players? - Is there a procedure in place for dealing with injuries and incidents? - Have you reviewed, implemented and displayed/published the complaints, disciplinary and appeals procedures - Do all those involved with youth know how to raise a concern with the CWO and/or to follow Children First / Our Duty to Care reporting process	Yes Yes Yes Yes No Yes	Low Low Low Medium Low Low	Part of CWO review of IRFU policies/procedures CCS and Codes on notice board and online Part of CWO review of IRFU policies/procedures Anti-Bullying Statement on notice board and online Part of DOI/Garda Vetting documentation CWO ID template and Child Safeguarding Statement is on display in clubhouse/online. IRFU Injury and Concussion Report Form & online link circulated to all head coaches. Review procedures. Briefing given by CWO.	CWO CWO N/A CWO/Admin CWO – Dec.'23 CWO
Reporting Procedures - Is the reporting procedure on display throughout club e.g. website/social media/registration packs/club noticeboard etc.? - Is the name of Club, Branch & National Safeguarding Person listed and visible within club? - Does the CWO know who the IRFU Mandated Person is? - Can an Age-grade player make their concerns known? Do they know who the CWO is?	Yes Yes Yes Yes	Low Low Low Medium	Part of Parent Pack issued at registration. Update club website with links to IRFU policies, procedures etc. CWO information displayed in club/online. Stephen Gore (086) 6087943 / Stephen.gore@irfu.ie CWO briefing at the beginning of the season. CWO details on display in club/online.	N/A CWO / Admin – Dec.'23 N/A N/A N/A

- Do parents know how to raise a concern? Has CWO distributed information to parents at start of season? - Is the process for dealing with a Statutory allegation against club volunteers, in particular those working with Age-Grade members, known to club management?	Yes	Medium	CWO briefing at the beginning of the season. CWO details on display in club.	N/A
	Yes	Low	Discussed at Committee Meeting.	N/A
Facilities				
- Has the CWO linked with the Club Health & Safety Officer in relation to sharing of facilities? - Has appropriate safeguarding training been given to staff working in club facilities if owned by the Club, e.g. bar and catering staff, grounds staff, etc.? - If hiring facilities has the club checked that appropriate safeguarding procedures have been put in place in this facility?	No	Low	Responsibility of Senior Club	N/A
	No	Low	Responsibility of Senior Club (bar staff member vetted for working on minis training day)	N/A
	No	Low	Responsibility of Senior Club	N/A