



Merrion Cricket Club
Anglesea Road, Dublin 4

Child Safeguarding Statement
and Risk Assessment

Revised

2019



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Name of Club: Merrion Cricket Club (MCC)

Location of Club: Anglesea Rd, Ballsbridge, Dublin 4

Number of Club Members: ~150

Nature of service and Principles to Safeguard Children from Harm:

Merrion Cricket Club exists to provide children and adults with the opportunity to enjoy cricket and to socialise in an inclusive and welcoming environment. Merrion Youth Cricket aims to increase participation in cricket. Welcoming more boys and girls to start playing, and to offer every child the chance to develop and progress to play the best cricket they can. Delivering these goals is, therefore, dependent on fostering a safe and inclusive environment in the club where children can mix appropriately with adult coaches, volunteers and, ultimately, team-mates in senior cricket. 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 all staff, volunteers, committee members and students on work placement. All club members must sign up to and abide by these guiding principles and our child safeguarding procedures

Services provided

- 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.
- Participation in cricket competitions for adult and youth members
- Training for youth and adult members
- Organising Events
- Structure: Management Committee with sub committees including: Cricket, Youth, Disciplinary.
- Level of contact with children: Home and Away Games, Youth and Adult Training, School Sessions and club Events

Organisational Overview

Policies and procedures already in place

- Code of Ethics in Constitution
- Registration form (Senior & Youth)

Service users

- Age groups /age range: 6 – 17 for youth, 18 upwards for adults

Activities

- Conduct of games
- Group coaching
- One-to-one coaching
- School Sessions
- Supervision of children at arrival and at end of games/ training
- Team transport arrangements for away matches
- Occasional Club trips involving overnight stay and/or foreign travel

- Use of toilet/ changing/ shower facilities
- Fund-raising events involving young players
- Use of off-site facilities involving young players
- Care of children with special needs
- Administration of First Aid / Medicine
- Training of club personnel in child protection matters
- Use of external personnel to support coaching
- Recruitment
- Use of ICT / video/ photography
- Students participating in work experience
- Use of club premises by other organisations

Merrion Cricket Club Risk assessment

We have carried out an assessment of any potential risk for harm to a child while availing of our services. Below are a list of the areas of risk identified and the list of procedures for managing these risks.

Risk identified	Level of Risk	Procedure in place to manage risk identified
E-Technology and social media	Low- Risk of harm due to inappropriate communication (ICT etc)	Social Media guidelines for all registered users
Late collection of children	Medium - Risk of harm due to inadequate supervision	Ring parent to see why late Provision for parents to confirm that their children can stay post training and / or make their own way home
Children in Open Competition	Medium - Risk of child being harmed by club member, by another child, by a member of another club	Garda vetting for all captains and for all coming into regular contact with children Captains' responsibilities outlined
Changing rooms and showering policy	High - Risk of harm due to inadequate supervision	Having two adults in changing rooms if youth is present
Coaching Sessions	Medium - Risk of harm due to inadequate supervision	Two youth coaches attending sessions of greater than 10 children
Use of photography + website	Low - Risk of harm not being recognised by club personnel	Registration Form Waiver
Physical contact	Low - Risk of harm not being recognised by club personnel	Contact only for technique improvement or help with First Aid
Tours / away games	High - Risk of harm due to inadequate supervision	At least two adult members supervising youth players
Transport	Medium - Risk of harm due to inadequate supervision	Parent consent form required to state that children can be given lifts to games in Open competitions
Disciplinary procedures, sanctions	Low - Risk of harm not being recognised by club personnel	Merrion CC Disciplinary Committee hearing
Bullying		Disciplinary Sub Committee

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 the procedures listed in our risk assessment and at bespoke training courses provided by Cricket Ireland, the following procedures support our intention to safeguard children while they are availing of our service:

Procedure for Management of Allegations of Abuse

An allegation of abuse may relate to a person who works with children who has:

- Behaved in a way that has or may have harmed a child/young person
- Possibly committed a criminal offence in relation to a child/young person
- Behaved towards a child/young person or children/young people in a way that indicates they may pose a risk of harm to a child/young person
- Behaved in a way that is contrary to the organisation's code of behaviour for workers and volunteers
- Behaved in a way that is contrary to professional practice guidelines.

Allegations should be made to the Designated Liaison Person (DLP) will ensure that everyone involved is dealt with appropriately and in accordance with the club's guiding principles and child safeguarding procedures, and any relevant employment law. If required, the allegation will be investigated and reported to the President and Disciplinary Committee to determine the appropriate actions to take. The Child Safeguarding Officer will keep a record of all allegations made to ensure a transparent process

- Merrion CC will appoint a Child Safeguarding Officer and a Designated Liaison Person that will be responsible for upholding the policies and is the point of contact for all allegations
- Merrion CC Youth Committee will appoint a Head of Youth Coaching, supporting coaches and also a Manager for each age group.
- All of the above will be Garda vetted and will need to be appropriately trained with the requirements under the Children First Act 2015, the *Children First: National Guidance* and Tusla's *Child Safeguarding: A Guide for Policy, Procedure and Practice*
- The Child Safeguarding Officer will keep themselves and the club up to date on any legislative changes that may occur into the future and inform the Executive Committee of policy changes that may need to be made for the cricket club with regards to child protection

Procedure for Reporting Welfare Concerns

All coaches and volunteers have a responsibility to safeguard children and young people and to report any concerns they may have for the protection or welfare of a child/young person. All reports should be submitted to the Child Safeguarding Officer who will consider as part of their response whether the report should be referred to Tusla. The reporting procedure to Tusla in respect of the child/young person and the alleged abuser:

- Ask the parents of the child/young adult questions about what the club is worried about and see if anything may need to proceed or not
- Inform the parents of a child/young adult, where appropriate, that the club will be making a report to Tusla
- Write a Child Protection and Welfare Report Form to Tusla if the club feels:
 - Evidence that is consistent with abuse and unlikely to have been caused in any other way.
 - Any concern about possible sexual abuse.

- Consistent signs that a child/young adult is suffering from emotional or physical neglect.
- A child/young adult saying or indicating by other means that he or she has been abused.
- Admission or indication by an adult or a child/ young adult of an alleged abuse they committed.
- An account from a person who saw the child/young adult being abused.

Structure for youth cricket

- Merrion CC takes reasonable steps to ensure that only suitable people are recruited to work with children and families by ensuring that all volunteers, managers and coaches are Garda vetted.
- The Head coach of Youth cricket is appointed by the Cricket Committee and approved by the Management Committee
- Youth team managers are appointed by the Youth committee and are all parents of children playing in the club
- Supporting volunteers are appointed by the Youth Committee
- All Youth workers and volunteers will be briefed by the Child Safeguarding Officer on their responsibilities

Procedures for Provision of and Access to Child Safeguarding Training and Information

- The use of induction training to introduce new coaches/volunteers to the organisation's guiding principles and child safeguarding procedures
- The following are garda vetted:
 - All coaches working with youth cricketers
 - All youth team managers
 - All Merrion Cricket Club Employees
 - All captains of Open competitions and Women's senior competitions
- All mandated persons in the cricket club will need to complete specific training in relation to their statutory responsibilities under the Children First Act 2015f

Merrion CC gathers and retains a record of training information of coaches and appropriate members including:

- Date and name of training programmes delivered
- Names of coaches/volunteers who attended and their position within the organisation
- The names of the trainers who delivered the programme and the organisation they were from.

Procedures for Appointing Child Safeguarding Officer

- Merrion CC will appoint a Child Safeguarding Officer (CSO). This person will liaise with statutory agencies responsible for child protection and welfare and will be the resource person to any worker or volunteer who has child protection concerns
- A role profile will be approved by the Management committee and communicated to all members. The candidates will be interviewed by the President and the Chair of Youth Cricket
- It is important that the CSO is accessible to club members. If activities and events are organised outside the DLP's working hours, there should be an agreed procedure on what workers are to do if they have any child protection concerns
- The CSO will be appropriately trained with regards to child protection
- The CSO understands their responsibility for making sure that the reporting procedure within the cricket club is followed so that suspected cases of child abuse or neglect are referred promptly to Tusla or, in an emergency and the unavailability of Tusla, to An Garda Síochána

Roles and responsibilities of CSO

- Be fully familiar with the cricket club's duties in relation to the safeguarding of children
- Have good knowledge of Merrion CC's guiding principles and child safeguarding procedures
- Ensure that the club's reporting procedure is followed, so that child protection and welfare concerns are referred promptly to Tusla or An Garda Síochána
- They will receive child protection and welfare concerns from workers and volunteers and consider if reasonable grounds for reporting to Tusla exist
- Consult informally with a Tusla Duty Social Worker if necessary
- The CSO will, where appropriate, make a formal report of a child protection or welfare concern to Tusla on behalf of their organisation, using the Child Protection and Welfare Report Form
- Inform the child's parents/guardians that a report is to be submitted to Tusla or An Garda Síochána, unless:
 - Informing the parents/guardians is likely to endanger the child or young person
 - Informing the parents/guardians may place you as the reporter at risk of harm from the family
 - The family's knowledge of the report could impair Tusla's ability to carry out an assessment
- Record all concerns or allegations of child abuse brought to the club's or CSO's attention as well as any action/inaction taken in response to these concerns
- Provide feedback to the referrer, as appropriate
- Ensure that a secure system is in place to manage confidential records
- Act as a liaison with Tusla and An Garda Síochána, as appropriate
- Where requested, jointly report with a mandated person

Transport

- It is not the responsibility of the coach or team manager to transport or arrange the transport of children to and from matches
- Fixtures lists will be distributed at start of season so that parents can make appropriate arrangements
- Match day managers for youth teams may organise car-pooling for away games with parents. Parents can give their consent for children to be taken in car pools at registration at the start of the year
- For youth players participating in senior cricket, pick up and drop off points will be communicated to parents. Parents can elect for their child to be given a lift by other team members
- Importance of punctuality is emphasised due to difficulties caused by late collection of children

Late Collection of Children

Merrion aims to foster a warm and welcoming environment and at weekends in particular there will often be senior matches taking place after youth training is complete. Parents are welcome to give permission at the start of the year for children to stay at the club after training and, if relevant to make their own way home. Parents will need to give their written consent for this at the start of the year. For all age groups below U11 the club requires parents to stay throughout training and / or matches. If a parent/carer is late and has not given consent for the child to stay at the club, the club will:

- Attempt to make contact with the parent/carer
- Wait with the young person (preferably accompanied by other adults)
- Not send a child home with another person without prior permission
- Remind parents/carers re late collection policy and procedures
- At a last resort, inform Tusla or the Garda

Photography

- Photographs are not to be taken at matches or training without the prior permission of the parent(s) of the child

- If no permission given by parent, we ensure that photographer at an event is aware of this, and avoid taking photographs of the child
- 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

Photography on Websites

- Ask permission of parents to use child's image and wherever possible, show image to parents and child in advance
- Ask the child's permission to use image
- Only use images in appropriate kit
- Use group photographs, if possible
- If a child is named, avoid using photograph
- If photograph is used, avoid naming child

Social Media

Club Officials/ Coaches / Managers

- Adjust privacy settings so that content is only visible to accepted 'friends'
- Do not accept requests from children to be their 'friend'
- Consent of child is required before posting any pages online – this includes photographs

Texts & Emails

- Texts and email messages for U18s via their parents
- No individual texting or email conversations with U18s without their parents receiving the same messages
- Use group texts
- Adults to be aware of material on social media if there are children on their team
- All contact with children to be in relation to coaching, matches and cricket-related activity
- Ensure that children know procedures if they receive an offensive text message/ photo/ email

Changing Room & Showering Facilities

- Adults and children do not change at the same time
- Adults and children do not use showering facilities at the same time
- If children are uncomfortable about changing or showering at the club, no pressure is placed on them to do so
- Due to risk of inappropriate photography or filming, mobile phones must not be used in changing rooms

Young People in Adult Cricket

- Ensure the player's safety, personal development needs and overall cricket experience are considered
- Each case is to be determined on an individual basis, depending on the player's ability and stage of cognitive and emotional maturity to take part at this level. However, the minimum age guidance provided below must be adhered to.
- Clubs should provide opportunities for children to show their talents in an appropriate way. Children who are used as fielders will not fully experience the game

Minimum Ages

- Helmets, Fast Bowling Directives and Fielding Regulations should always be adhered to for junior players in adult cricket. 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

- Not to place a young player in a position that involves an unreasonable risk to that young player, taking account of the circumstances of the match and the relative skills of the player
- Not to create a situation that places members of the opposing side in a position whereby they cannot play cricket as they would normally do against adult players.

Physical Contact

A responsible adult should only use physical contact if its aim is to:

- Develop sports skills or techniques
- Treat an injury
- Prevent an injury or accident from occurring
- Don't do anything that a child can do for themselves
- Explain the reason for the physical contact
- Unless emergency situation, the adult should ask the child for permission

Disciplinary Procedures and Sanctions

- Rules of club clearly stated and agreed in the Club Constitution
- Warning to be given if rule is broken
- When imposing sanctions, the following considerations are taken into account: Age of child, seriousness of offence, evidence, and possible effect on child.
- Child to be accompanied at disciplinary hearing – child cannot be compelled to attend – who convenes hearing?
- If child wishes to make statement, it should be prepared in advance in written format
- Details of person under 18 not to be published

Bullying

Bullying is repeated aggression be it verbal, psychological or physical, which is conducted by an individual or group against others. It is behaviour, which is intentionally aggravating and intimidating and occurs mainly among children in social environments such as schools, sports clubs and other organisations working with children. It includes behaviours such as teasing, taunting, threatening, hitting or extortion by one or more children against a victim.

It is the responsibility of Merrion CC to deal with bullying that may take place in the organisation. Incidents of bullying should be dealt with immediately and not tolerated under any circumstances. The cricket club has an anti-bullying policy, which includes the following measures:

- Raising awareness of bullying as an unacceptable form of behaviour
- Creating a club ethos which encourages children, adult club members and parents/guardians to report bullying and to use the procedures of the complaints mechanism of the cricket club to address this problem

- Providing comprehensive supervision of children at all sporting activities
- Providing a supportive environment for victims of bullying
- Obtaining the co-operation of parents/guardians to counter bullying

Away Trips

- Written permission of parents/guardians should be obtained for all overnight away trips, this should include permission to travel, behaviour agreement and any medical/special needs of the group, (including permission to treat the participant)
- The agreement should be signed by both parents and participants
- A meeting with parents and participants is useful to communicate travel times, competition details, other activities, gear requirements, special needs (medical or dietary), and any other necessary details, contact details, codes of conduct, etc.
- The governing body should share any appropriate information with leaders of the group
- All adults who travel on away trips should be carefully chosen and be Garda vetted
- The roles and responsibilities of adults participating in away trips should be clearly defined
- The Governing Body of Sport/Sports Club should appoint a Team Manager/Head of Delegation for away trips. S/he should have overall responsibility for the children's well-being, behaviour and sleeping arrangements. S/he should be appointed as an official of the club for the duration of the trip
- The Team Manager should submit a written report to the organisers as soon as possible after the end of the trip
- On away trips, coaches should be accountable to the Team Manager in all non-performance related matters
- Where there are mixed teams there should be leaders of both genders (at least one female and/or male in the management/coaching structure)
- Adults should not share a room with a child. Where the presence of an adult is needed there should be more than one child in the room with the adult. If children are sharing a room, it should be with those of the same groupings, age and gender
- Managers should check out the venue beforehand, so that separate and appropriate sleeping arrangements can be made in advance
- Alcoholic drink, smoking and other illegal substances / activities are forbidden to participants. Leaders should act as role models in this respect.

Procedures to Address Risks

- All club personnel are provided with a copy of the club's *Child Safeguarding Statement*
- The club has an Anti-Bullying Policy which fully adheres to the requirements of Sport Ireland's, *Code of Practice*
- The CSO is responsible for ensuring that the policies are adhered to and that any allegations are investigated

The Club:

- Encourages staff to avail of relevant training
- Encourages committee members to avail of relevant training
- Maintains records of all staff and committee member training

We recognise that implementation is an ongoing process. Our service 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 service. This Child Safeguarding Statement will be reviewed before the start of each season, or as soon as practicable after that has been a material change in any matter to which the statement refers.

Signed: _____

Mr Andrew Kaye

President

20th March 2019

For queries, please contact Andy Comer 086 8173773 or acomer@outsourcesafety.ie

(Designated Liaison Person #3962)