

**National Governing Bodies of Sport
Club Safeguarding Self-Assessment
Framework**

Name & Address of Club:

Ardee and District Athletics Club

Name of Contact Person: Bernie Balfe

Name of Relevant Person*: Bernie Balfe

(both of these roles can be filled by the same person)

Date: 15/03/2022

Type of Club: Athletics

Are you a provider of a relevant service**

Yes

No

** the Relevant Person is the first point of contact in respect of the club's Child Safeguarding Statement*

*** 'Organisations that have statutory responsibilities under the Children First Act 2015 are those that provide a relevant service to children and young people. The types of organisations and services to which the legislation applies include.....Any work or activity which involves providing Educational, research, training, cultural, recreational, leisure, social or physical activities to children...'*

¹ Children First National Guidance for the Welfare and Protection of Children 2017, page 31:

<https://assets.gov.ie/25844/b90aaf355804462f84d05f87f0ca2bf6.pdf>

1. Key Safeguarding Roles

- 1.1. All key Safeguarding roles have been filled, including a Relevant Person, Club Children's Officer (CCO), Designated Liaison Person (DLP)/Deputy DLP (where needed).
- 1.2. In line with our NGB's guidelines, we clearly outline the role & responsibilities of the CCO & DLP/Deputy DLP.
- 1.3. Our CCO & DLP are known throughout the club & their contact details are available.
- 1.4. Our DLP has access to external advice, information and support i.e. National Designated Liaison Person, Tusla Child & Family Agency, & An Garda Síochána.
- 1.5. We have a written Child Safeguarding Statement (CSS) that is publicly available and prominently displayed.
- 1.6. When engaging or contracting other service providers, we ensure compliance with our NGB's Safeguarding requirements is mandatory (to include an N/A option for this question).

2. Safeguarding Training

- 2.1. We ensure all relevant volunteers attend the appropriate Safeguarding training before taking up a role with the club.
- 2.2. We follow our NGBs requirements with regard to keeping a secure record of all volunteers who have completed Safeguarding training

3. Child Safeguarding Policies & Procedures

- 3.1. We have a comprehensive Safeguarding policy, which includes a clear statement on the importance of Safeguarding children & young people and their right to be protected.
- 3.2. Our reporting procedures provide step-by-step guidance on what action to take if there are concerns about a child or young person.
- 3.3. Our reporting procedures provide step-by-step guidance on what action to take if there are concerns about someone working or volunteering with children/young people, including how to report these concerns.
- 3.4. Our Safeguarding policies & procedures are easy to interpret/access and are available on request.

4. **Additional Policies, Procedures, & Guidance**

The question below refers to the specified procedures contained within a club's Child Safeguarding Statement AND essential areas such as disciplinary procedures, anti-bullying policy, code of conduct for best practice, transport & general supervision, overnight & away trips, and safety etc.

4.1. We have signed up to or implemented all relevant NGB Safeguarding policies & procedures: (If not complete, please expand)

Complete Not complete

5. **Volunteer Safe Recruitment & Support**

5.1. In line with our NGB's Safe Recruitment policies & procedures all persons in relevant roles engaging with children have attended safeguarding and any other necessary qualifications/skills workshops for their role(s).

5.2. Those responsible for recruiting/appointing volunteers in relevant roles are aware of our NGB's safe recruitment practices.

5.3. Where required, volunteers must complete the vetting process as per the National Vetting Bureau /Access NI.

5.4. We adhere to re-vetting procedures in line with our NGB's Vetting policy.

5.5. We have a process to risk assess concerns arising from vetting returns in line with our NGB policy.

6. **Behaviour & Equality**

6.1. We have specific Codes of Conduct that all of our volunteers & young people must sign up to.

6.2. We have a comprehensive disciplinary process for all our members in place, in line with NGB policy.

6.3. We have guidance, in line with our NGB, about the unacceptability of discrimination on the grounds of a person's gender, ethnicity, sexual orientation, disability, or religion.

7. Communication

7.1. We promote the importance of Safeguarding policies and procedures to all our members, including contact details for Statutory Agencies.

7.2. Our policies and procedures inform children & young people of their right to be protected, consulted & treated with respect.

7.3. The information we provide is age appropriate and available in different formats if required, for example, for those with specific communication needs.

8. Additional Information (NGB Specific)

8 – 10 NGB specific questions may be added here – each NCO will have to engage with Ineqe in relation to their sport specific questions.