Risk Assessment Document for *(Ardee & District Athletic Club)*

This risk assessment considers the potential for harm to come to children whilst they are in ***(Ardee & District Athletic Club)'s*** care. This risk assessment precedes the Child Safeguarding Statement (Section 11 (1b) Children First Act 2015) which is developed following this 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 and Procedure document	Responsibility Club/Region/National	Further action required …
CLUB & COACHING PRACTICES				
Lack of coaching qualification	**L**	▪ Coach education policy ▪ Recruitment policy	Ardee and District Athletic Club	*Coaches will attend athletics workshops and other courses where feasible*
Supervision issues	**L**	▪ Supervision policy ▪ Coach education policy	Ardee and District Athletic Club	*Adult members will be recruited and volunteer on a rota basis. Garda vetting will take place prior to starting this role.*
Unauthorised photography & recording activities	**L**	▪ Photography and Use of Images policy	Ardee and District Athletic Club	*Coaches and volunteers will remind visitors that this is inappropriate.*
Behavioural Issues	**L**	▪ Code of Conduct ▪ Safeguarding Level 1 (min) ▪ Complaints & Disciplinary policy	Ardee and District Athletic Club	These will be dealt with on a case by case basis as they arise.

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required …
Lack of gender balance amongst coaches	**L**	▪ Coach education policy ▪ Supervision policy	Ardee and District Athletic Club	There will be at least one male and female coach at all training sessions where feasible.
No guidance for travelling and away trips	**L**	▪ Travel/Away trip policy ▪ Child Safeguarding Training	Ardee and District Athletic Club	Messages regarding competitions are sent to parents by the club secretary via our Juvenile WhatsApp group. Parents are encouraged to travel with their children.
Lack of adherence with misc procedures in Safeguarding policy (i.e. mobile, photography, transport)	**L**	▪ Safeguarding policy ▪ Complaints & disciplinary policy	Ardee and District Athletic Club	Parents are regularly updated. Parents agree on their membership form to have their child's photos included on social media or the club website. Any further issues regarding photos must be communicated to the club secretary.
		▪		
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	**L**	▪ Complaints & Disciplinary procedure/policy ▪ Communications procedure	Ardee and District Athletic Club	*Parents are directed to always present concerns to the CCO or to the coaches at training sessions.*
Difficulty in raising an issue by child & or parent Reason: Covered above	**L**	▪ Complaints & Disciplinary procedure/policy ▪ Communications procedure	Ardee and District Athletic Club	*Review the communication/responsibilities of the procedure/policy as required*
Complaints not being dealt with seriously	**L**	▪ Complaints & Disciplinary procedure/policy	Ardee and District Athletic Club	*All concerns are listened to with respect and taken seriously.*

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required …
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	**L**	▪ Reporting procedures/policy ▪ Coach education policy ▪ Code of Conduct /Behaviour	NGB MP DLP	*Make policies and procedures available* *Include in Safeguarding Training (L1)* *Include in Coach Education Training*
No Mandated Person appointed	**L**	▪ Reporting procedures/policy	NGB	*Publicise identity of Mandated Person* *Train Mandated Person in their role*
No DLP Appointed	**L**	▪ Reporting procedures/policy	NGB Club	*Train all DLPs* *Publicise identity of DLPs*
Concerns of abuse or harm not reported	**L**	▪ Reporting procedures/policy ▪ Child Safeguarding Training – Level 1	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	**L**	▪ Post the names of CCOs, DLPs and MP	CCO DLP	*Communicate in Club* *Include in Safeguarding Training (L1 & L2)*
FACILITIES				
Unauthorised access to designated children's play & practice areas and to changing rooms, showers, toilets etc.	**L**	▪ Supervision policy ▪ Coach education	NGB Club	*Clarify responsibilities before session starts*
Unauthorised exit from children's areas	**L**	▪ Supervision policy ▪ Coach education	Ardee and District Athletic Club	*Clarify responsibilities before session starts*

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required …
Photography, filming or recording in prohibited areas	**L**	▪ Photography policy and use of devices in private zones	Ardee and District Athletic Club	*Enforce policy in private changing and wet areas*
Missing or found child on site	**L**	▪ Missing or found child policy	Ardee and District Athletic Club	*Refer to policy and inform Gardai*
Children sharing facilities with adults e.g. dressing room, showers etc.	**L**	▪ Safeguarding policy	Ardee and District Athletic Club	*Plan with facilities management to create a suitable child centred environment in shared facilities*
RECRUITMENT				
Recruitment of inappropriate people	**L**	▪ Recruitment policy	NGB Club CCO Appropriate personnel	*All volunteers go through the Garda vetting process and are always in the presence/ guidance of a trained coach.*
Lack of clarity on roles	**L**	▪ Recruitment policy	Club	*Check job description* *Put supervision in place* *Clarify roles at our monthly committee meetings*
Unqualified or untrained people in role	**L**	▪ Recruitment policy	Club	*Check qualification* *Ongoing review*
COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with members and visitors	**L**	▪ Child Safeguarding Statement ▪ Training policy	National Club DLP CCO	*Communicate Child Safeguarding Statement*
No communication of Child Safeguarding Statement or Code of Behaviour to	**M**	▪ Child Safeguarding Statement – display ▪ Code of Behaviour	Club Executive County Committee DLP Children's Officer	*Communicate Child Safeguarding Statement* *Distribute Code or Sections as appropriate*

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required …
members or visitors		- distribute		*As we have no permanent home there is no where to physically display our Child Safe Guarding Statement*
Unauthorised photography & recording of activities	**L**	▪ Photography and Use of Images policy	Ardee and District Athletic Club	*Ongoing review.*
Inappropriate use of social media and communications by under 18's	**L**	▪ Communications policy ▪ Code of conduct	Ardee and District Athletic Club	*Ongoing review*
Inappropriate use of social media and communications with under 18's	**L**	▪ Communications policy ▪ Code of conduct.	Ardee and District Athletic Club	*Ongoing review*
GENERAL RISK OF HARM				
Harm not being recognised	**L**	▪ Safeguarding policy ▪ Child Safeguarding Training	Ardee and District Athletic Club	*Ongoing review*
Harm caused by - **child to child** - **coach to child** - **volunteer to child** - **member to child** - **visitor to child**	**L**	▪ Safeguarding policy ▪ Child Safeguarding Training	Ardee and District Athletic Club	*Ongoing review*
General behavioural issues	**L**	▪ Code of Conduct	Ardee and District Athletic Club	*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/NGB.
- **Likelihood of harm happening** – the likelihood of the risk occurring in the club/region/NGB measured by you as Low/Medium or High.
- **Required Policy, Guidance and 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.

This Risk Assessment document has been discussed and completed by the following on *10/06 /2026*

Signed: Karen Taaffe

Name: Karen Taaffe

Role: Chairperson

Date: 10/06/26

Signed: Bernie Balfe

Name: Bernie Balfe

Role: Club Children's Officer Bernie Balfe

Date: 10/06/26