

Risk Assessment & Child Safeguarding Statement (CSS)

Risk Assessment Document for Newry Tennis Club

Risk Assessment (RA)

This risk assessment considers the potential for harm to come to children whilst they are in Newry Tennis Club's care.

Potential risk of harm to children	Likelihood of harm happening - Low Medium High (L,M,H)	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required ...
CLUB & COACHING PRACTICES				
Lack of coaching qualification	L	<ul style="list-style-type: none"> Safeguarding Policy 	Safeguarding Officer	<i>Proof of qualification to be confirmed</i>
Unauthorised photography & recording activities	L	<ul style="list-style-type: none"> Photography and Use of Images policy 	Club Press & Social Media Officer	<i>Ongoing review</i>
Behavioural Issues	L	<ul style="list-style-type: none"> Code of Conduct Complaints & Disciplinary policy 	Club	<i>Ongoing review</i>
Lack of adherence with misc procedures in Safeguarding policy (i.e. mobile, photography, transport)	L	<ul style="list-style-type: none"> Safeguarding policy Complaints & disciplinary policy Code of Conduct 	Club Safeguarding Officer	<i>Ongoing review</i>
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Code of Conduct 	Club Membership Officer	<i>Immediate action needed Greater communication required – communicate via Club What's app group chat Members to be issued with policies when joining/ renewing</i>

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Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy 	Club	<i>Ongoing review</i>
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	L	<ul style="list-style-type: none"> Code of Conduct Safeguarding Statement/Policy 	Club Safeguarding Officer Club Membership Officer	<i>Make policies and procedures available Safeguarding Training</i>
No Safeguarding Officer Appointed	M	<ul style="list-style-type: none"> Reporting procedures/policy 	Club Committee	<i>Train all Safeguarding Officers Publicise identity of Safeguarding Officers</i>
Concerns of abuse or harm not reported	M	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Child Safeguarding Statement (CSS) & Policy 	Safeguarding Officer	<i>Safeguarding Training Publicise names of Safeguarding Officer CSS displayed in Clubhouse</i>
Not clear who YP should talk to or report to	M	<ul style="list-style-type: none"> Post the names of Safeguarding Officer 	Safeguarding Officer	<i>Communicate in Club. Safeguarding Statement Displayed in Clubhouse & circulated on club What's App Group</i>
FACILITIES				
Photography, filming or recording in prohibited areas	M	<ul style="list-style-type: none"> Photography and Use of Images policy 	Club Press & Social Media Officer	<i>Enforce policy in private changing and wet areas</i>
Missing or found child on site	L	<ul style="list-style-type: none"> Missing or found child policy – Tennis Ireland guidance 	Club	<i>Refer to policy and inform PSNI</i>

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COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with members and visitors	L	<ul style="list-style-type: none"> Child Safeguarding Statement Code of Conduct 	Club Press & Social Media Officer	<i>Communicate Child Safeguarding Statement</i>
No communication of Child Safeguarding Statement or Code of Conduct to members or visitors	L	<ul style="list-style-type: none"> Child Safeguarding Statement Code of Conduct 	Club Press & Social Media Officer	<i>Communicate Child Safeguarding Statement</i>
Unauthorised photography & recording of activities	L	<ul style="list-style-type: none"> Photography and Use of Images policy 	Club Press & Social Media Officer	<i>Ongoing review</i>
Inappropriate use of social media and communications by under 18's	L	<ul style="list-style-type: none"> Photography and Use of Images policy Code of conduct 	Club Press & Social Media Officer	<i>Ongoing review</i>
Inappropriate use of social media and communications with under 18's	M	<ul style="list-style-type: none"> Photography and Use of Images policy Code of conduct 	Club Press & Social Media Officer Safeguarding Officer	<i>Ongoing review</i> <i>Communicate Child Safeguarding Statement</i>
GENERAL RISK OF HARM				
Harm not being recognised	H	<ul style="list-style-type: none"> Safeguarding policy Child Safeguarding Training 	Safeguarding Officer Club	<i>Ongoing review</i>

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Harm caused by - child to child - coach to child - volunteer to child - member to child - visitor to child	H	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Child Safeguarding Training 	Club Safeguarding Officer	<i>Ongoing review</i>
General behavioural issues	M	<ul style="list-style-type: none"> ▪ Code of Conduct 	Club	<i>Take disciplinary action where necessary All members to be made aware of Code of Conduct when joining/ renewing membership</i>

Explanation of terms used:

Potential risk of harm to children – these are identified risks of harm to children whilst accessing activities in the Club.

Likelihood of harm happening – the likelihood of the risk occurring in the club 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.

Signed: _____

Name: _____

Role: *(insert role on Committee)* _____

Date: _____

Signed: _____

Name: _____

Safeguarding Officer _____

Date: _____