

Cork Parks Tennis Risk Assessment Appendix 2

Potential risk of harm to children	Likelihood of harm happening - Low Medium High (L,M,H)	Required Policy, Guidance and Procedure document	Responsibility Cork Parks Tennis/Region/National	Further action required ...
CORK PARKS TENNIS & COACHING PRACTICES				
Lack of coaching qualification	Low	<ul style="list-style-type: none"> ▪ Coach education policy ▪ Recruitment policy 	Cork Parks Tennis	<i>Proof of qualification to be confirmed</i>
Supervision issues	Low	<ul style="list-style-type: none"> ▪ Supervision policy ▪ Coach education policy 	Cork Parks Tennis	<i>Ongoing review</i>
Unauthorised photography & recording activities	Low	<ul style="list-style-type: none"> ▪ Photography and Use of Images policy 	Cork Parks Tennis	<i>Ongoing review</i>
Behavioural Issues	Low	<ul style="list-style-type: none"> ▪ Code of Conduct ▪ Safeguarding Level 1 (min) ▪ Complaints & Disciplinary policy 	Cork Parks Tennis	<i>Ongoing review</i>
Lack of gender balance amongst coaches	Low	<ul style="list-style-type: none"> ▪ Coach education policy ▪ Supervision policy 	Cork Parks Tennis	<i>Ongoing review</i>
No guidance for travelling and away trips	Low	<ul style="list-style-type: none"> ▪ Travel/Away trip policy ▪ Child Safeguarding Training 	Cork Parks Tennis Tennis Ireland Policy	<i>Ongoing review</i>
Lack of adherence with misc procedures in Safeguarding policy (i.e. mobile, photography, transport)	Low	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Complaints & disciplinary policy 	Cork Parks Tennis Tennis Ireland Policy	<i>Ongoing review</i>
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	Low	<ul style="list-style-type: none"> ▪ Complaints & Disciplinary procedure/policy ▪ Communications procedure 	Cork Parks Tennis	<i>Immediate action needed Greater communication required</i>

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Difficulty in raising an issue by child & or parent Reason: Covered above	Low	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Communications procedure 	Cork Parks Tennis	<i>Review the communication/ responsibilities of the procedure/policy as required</i>
Complaints not being dealt with seriously	Low	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy 	Cork Parks Tennis	<i>Ongoing review</i>
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	Low	<ul style="list-style-type: none"> Reporting procedures/policy Coach education policy Code of Conduct /Behaviour 	NGB MP DLP	<i>Make policies and procedures available Include in Safeguarding Training (L1) Include in Coach Education Training</i>
No Mandated Person appointed	Low	<ul style="list-style-type: none"> Reporting procedures/policy 	NGB	<i>Publicise identity of Mandated Person Train Mandated Person in their role</i>
No DLP Appointed	Low	<ul style="list-style-type: none"> Reporting procedures/policy 	NGB Cork Parks Tennis	<i>Train all DLPs Publicise identity of DLPs</i>
Concerns of abuse or harm not reported	Low	<ul style="list-style-type: none"> Reporting procedures/policy Child Safeguarding Training – Level 1 	MP DLP	<i>Include in Safeguarding Training (L1) Publicise names of CCOs, DLPs, MP(s) Publicise internal and external reporting procedures</i>
Not clear who YP should talk to or report to	Low	<ul style="list-style-type: none"> Post the names of CCOs, DLPs and MP 	CCO DLP	<i>Communicate in Cork Parks Tennis Include in Safeguarding Training (L1)</i>

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FACILITIES				
Unauthorised access to designated children's play & practice areas and to changing rooms, showers, toilets etc.	Low	<ul style="list-style-type: none"> Supervision policy Coach education 	NGB Cork Parks Tennis	<i>Clarify responsibilities before session starts</i>
Unauthorised exit from children's areas	Low	<ul style="list-style-type: none"> Supervision policy Coach education 	Cork Parks Tennis	<i>Clarify responsibilities before session starts</i>
Photography, filming or recording in prohibited areas	Low	<ul style="list-style-type: none"> Photography policy and use of devices in private zones 	Cork Parks Tennis NGB	<i>Enforce policy in private changing and wet areas</i>
Missing or found child on site	Low	<ul style="list-style-type: none"> Missing or found child policy 	Cork Parks Tennis NGB	<i>Refer to policy and inform Gardai</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	Low	<ul style="list-style-type: none"> Safeguarding policy 	Cork Parks Tennis	<i>Plan with facilities management to create a suitable child centred environment in shared facilities</i>
RECRUITMENT				
Recruitment of inappropriate people	Low	<ul style="list-style-type: none"> Recruitment policy 	NGB Cork Parks Tennis CCO Appropriate personnel	<i>Ongoing review</i>
Lack of clarity on roles	Low	<ul style="list-style-type: none"> Recruitment policy 	Cork Parks Tennis	<i>Check job description Put supervision in place</i>

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Unqualified or untrained people in role	Low	<ul style="list-style-type: none"> Recruitment policy 	Cork Parks Tennis	<i>Check qualification Ongoing review</i>
COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with members and visitors	Low	<ul style="list-style-type: none"> Child Safeguarding Statement Training policy 	National Cork Parks Tennis DLP CCO	<i>Communicate Child Safeguarding Statement</i>
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	Low	<ul style="list-style-type: none"> Child Safeguarding Statement – display Code of Behaviour - distribute 	Cork Parks Tennis Executive County Committee DLP Children's Officer	<i>Communicate Child Safeguarding Statement Distribute Code or Sections as appropriate</i>
Unauthorised photography & recording of activities	Low	<ul style="list-style-type: none"> Photography and Use of Images policy 	Cork Parks Tennis	<i>Ongoing review</i>
Inappropriate use of social media and communications by under 18's	Low	<ul style="list-style-type: none"> Communications policy Code of conduct 	Cork Parks Tennis	<i>Ongoing review</i>
Inappropriate use of social media and communications with under 18's	Low	<ul style="list-style-type: none"> Communications policy Code of conduct. 	Cork Parks Tennis	<i>Ongoing review</i>
GENERAL RISK OF HARM				
Harm not being recognised	Low	<ul style="list-style-type: none"> Safeguarding policy Child Safeguarding Training 	Cork Parks Tennis	<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	Low	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Child Safeguarding Training 	Cork Parks Tennis	<i>Ongoing review</i>
General behavioural issues	Low	<ul style="list-style-type: none"> ▪ Code of Conduct 	Cork Parks Tennis	<i>Take disciplinary action where necessary Sign code of conduct</i>

Explanation of terms used:

Potential risk of harm to children – these are identified risks of harm to children whilst accessing activities in the Cork Parks Tennis

Likelihood of harm happening – the likelihood of the risk occurring in the Cork Parks Tennis 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 *(insert Cork Parks Tennis/Region/NGB as provider)* on __/__/

Signed: _____

Name: _____

Cork Parks Tennis Risk Assessment Appendix 2

Role: *(insert role on Committee)* _____

Date: _____

Signed: _____

Name: _____

Cork Parks Tennis Children's Officer _____

Date: _____