



Royal Western Yacht Club of Ireland

Risk Assessment





Risk Assessment Document for the Royal Western Yacht Club of Ireland

This risk assessment considers the potential for harm to come to children whilst they are in the *Royal Western Yacht Club of Ireland'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	M	<ul style="list-style-type: none"> Code of Conduct and Best Practice SA Recruitment policy 	Club	<i>Proof of qualification required by all visiting coaches engaged in coaching activities at the Royal Western Yacht Club of Ireland.</i>
Supervision issues	M	<ul style="list-style-type: none"> Code of Conduct and Best Practice 	Club	<i>Communicate to parents that children are supervised at all times whilst on the Royal Western Yacht Club of Ireland property.</i>
Unauthorised photography & recording activities	L	<ul style="list-style-type: none"> Code of Conduct and Best Practice 	Club	<i>Signed photography consent required by parents/guardians.</i>



		<ul style="list-style-type: none"> SA Booking Form (Photography Consent) Safeguarding Policy 		<i>Administrative access to RWYCI website & social media restricted.</i>
Behavioural Issues	M	<ul style="list-style-type: none"> Code of Conduct Safeguarding Level 1 (min) 		<i>Ongoing review</i>
Lack of adherence with misc procedures in Safeguarding policy (i.e. mobile, photography, transport)	M	<ul style="list-style-type: none"> Safeguarding Policy Code of Conduct and Best Practice 		<i>Ongoing review by RWYCI Committee</i>
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	L	<ul style="list-style-type: none"> RWYCI Code of Conduct and Best Practice Safeguarding Policy Safeguarding Statement 	Club	<i>Ongoing review</i>
Difficulty in raising an issue by child & or parent Reason: Covered above	L	<ul style="list-style-type: none"> RWYCI Code of Conduct and Best Practice Safeguarding Policy Safeguarding Statement 	Club	<i>Ongoing review</i>
Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> RWYCI Code of Conduct and Best Practice 	Club	<i>Ongoing review</i>
REPORTING PROCEDURES				
Lack of knowledge of organisational and	L	<ul style="list-style-type: none"> RWYCI Code of Conduct and Best Practice 	IRISH SAILING MP DLP	<i>Ensure policies and procedures available online. Include in Safeguarding Training (L1)</i>



statutory reporting procedures		<ul style="list-style-type: none"> Safeguarding Policy 		
No Mandated Person appointed	L	<ul style="list-style-type: none"> Reporting procedures/policy 	IRISH SAILING	<i>Publicise identity of Mandated Person Train Mandated Person in their role</i>
No DLP Appointed	L	<ul style="list-style-type: none"> Reporting procedures/policy RWYCI Code of Conduct and Best Practice 	IRISH SAILING Club	<i>Publicise identity of DLP Train DLP in their role</i>
Concerns of abuse or harm not reported	L	<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	M	<ul style="list-style-type: none"> Post the names of CCOs, DLPs and MP 	CCO DLP	<i>Display in Club Include in Safeguarding Training (L1)</i>
FACILITIES				
Unauthorised access to designated children’s play & practice areas and to changing rooms, showers, toilets etc.	M	<ul style="list-style-type: none"> RWYCI Code of Conduct and Best Practice Safeguarding Policy 	IRISH SAILING Club	<i>Clarify responsibilities before session starts</i>
Unauthorised exit from children’s areas	M	<ul style="list-style-type: none"> RWYCI Code of Conduct and Best Practice Safeguarding Policy 	Club	<i>Clarify responsibilities before session starts</i>
Photography, filming or recording in prohibited areas	M	<ul style="list-style-type: none"> RWYCI Code of Conduct and Best Practice Safeguarding Policy 	Club	<i>Enforce policy in private changing and wet areas</i>



Missing or found child on site	L	<ul style="list-style-type: none"> ▪ RWYCI Code of Conduct and Best Practice ▪ Safeguarding Policy 	Club	<i>Refer to policy and inform Gardaí</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	M	<ul style="list-style-type: none"> ▪ RWYCI Code of Conduct and Best Practice ▪ Safeguarding Policy 	Club	<i>Plan with facilities management to create a suitable child centred environment in shared facilities</i>
RECRUITMENT				
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> ▪ RWYCI Code of Conduct and Best Practice ▪ Safeguarding Policy ▪ SA Instructor Recruitment policy 	IRISH SAILING Club CCO Appropriate personnel	<i>Ongoing review</i>
Lack of clarity on roles	M	<ul style="list-style-type: none"> ▪ RWYCI Code of Conduct and Best Practice ▪ SA Safety Statement 	Club	<i>Check job description Put supervision in place</i>
Unqualified or untrained people in role	M	<ul style="list-style-type: none"> ▪ RWYCI Code of Conduct and Best Practice ▪ SA Instructor Recruitment policy 	Club	<i>Check qualification Ongoing review</i>
COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with members and visitors	L	<ul style="list-style-type: none"> ▪ RWYCI Code of Conduct and Best Practice ▪ Safeguarding Policy 	National Club DLP CCO	<i>Communicate Child Safeguarding Statement</i>



No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	L	<ul style="list-style-type: none"> Child Safeguarding Statement – display Code of Behaviour - distribute 	Club Executive County Committee DLP Children’s Officer	<i>Ensure access to RWYCI Code of Behaviour via website & display Safeguarding Statement in club.</i>
Unauthorised photography & recording of activities	L	<ul style="list-style-type: none"> Child Safeguarding Policy 		<i>Ongoing review</i>
Inappropriate use of social media and communications by under 18’s	L	<ul style="list-style-type: none"> RWYCI Code of Conduct and Best Practice 		<i>Ongoing review</i>
Inappropriate use of social media and communications with under 18’s	L	<ul style="list-style-type: none"> RWYCI Code of Conduct and Best Practice Safeguarding Policy 		<i>Ongoing review</i>
GENERAL RISK OF HARM				
Harm not being recognised	M	<ul style="list-style-type: none"> Safeguarding Policy Anti-Bullying Policy Safeguarding L1 (min) 		<i>Ongoing review</i>
Harm caused by - child to child - coach to child - volunteer to child - member to child - visitor to child	L	<ul style="list-style-type: none"> Safeguarding Policy Anti-Bullying Policy Safeguarding L1 (min) 		<i>Ongoing review</i>



General behavioural issues	L	<ul style="list-style-type: none"> ▪ RWYCI Code of Conduct and Best Practice 	<i>Take disciplinary action where necessary Sign code of conduct</i>
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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/IRISH SAILING.
- **Likelihood of harm happening**– the likelihood of the risk occurring in the club/region/IRISH SAILING 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.
- **CCO (Club Children’s Officer), DLP (Designated Liaison Person), MP (Mandated Person), SA (Sailing Academy)**

This Risk Assessment document has been discussed and completed by The Royal Western Yacht Club of Ireland *as provider* on ___ / ___ / 2020

Signed:

Signed:

Name:

Name:

Role: *(insert role on Committee)*

Role: Club Children’s Officer

Date:

Date: