



## Risk Assessment – CHILD SAFETY

This risk assessment considers the potential for harm to come to children whilst they are in the care of staff, volunteers, coaches, parents, club members, other children and/or other adults on the shooting grounds.

The purpose of this document is to assist a responsible person to assess the potential risk of harm to children and to assist with the appropriate controls to remove or reduce the risk of harm to children. The following list of risks and controls is non-exhaustive. It may therefore be necessary to provide for additional risks not specifically dealt for in this risk assessment.

This risk assessment precedes a 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 (ROI) the risk is of abuse, and not a general health and safety risk, which shall be covered under a separate H&S policy and risk assessment.

Section 11 (1) of the Children First Act 2015 (ROI) 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 — *Undertake an assessment of any potential for harm to a child while availing of the service (in this document referred to as a “risk”)*.

- **Courtclough Site – All Areas** – shooting practice and coaching sessions take place at regular and repetitive times on a weekly basis. We also host registered and non-registered competitions, e.g. fundraising, competitions, club competitions, national & international competitions & corporate events

ALL COACHING & CLUB ACTIVITIES				
Potential risk of harm to children	Risk Rating: Low Medium High	Controls to remove or reduce risk	Actions/to do list	Responsibility lies with ...
Lack of coaching qualification	Medium	Coach education policy Recruitment policy	Proof of qualification to be confirmed	Club Head Coach
Lack of Supervision	High	Supervision policy Coach education policy	Ongoing review	Club Head coach
Unauthorised photography & recording activities	High	Photography and Use of Images policy	Ongoing review	All – Courtclough Staff & Volunteers
Behavioural Issues	Low	Code of Conduct Safeguarding Level 1 (min) Complaints & Disciplinary policy	Ongoing review	All – Courtclough Staff & Volunteers
Lack of gender balance amongst coaches	High	Coach education policy Supervision policy	Ongoing review	Club Head Coach
Lack of adherence with misc. procedures in Safeguarding policy (i.e. mobile, photography, transport)	Medium	Safeguarding policy Complaints & disciplinary policy	Ongoing review	C.C.O.

COMPLAINTS & DISCIPLINE				
Potential risk of harm to children	Risk Rating: Low Medium High	Controls to remove or reduce risk	Actions/to do list: to implement controls	Responsibility lies with ...
Lack of awareness of a Complaints & Disciplinary policy	High	Complaints & Disciplinary procedure/policy Communications procedure	Immediate action needed Greater communication required	C.C.O. & Courtlough Management
Difficulty in raising an issue by child & or parent Reason: Covered above	High	Complaints & Disciplinary procedure/policy Communications procedure	Review the communication/ responsibilities of the procedure/ policy as required	C.C.O. & Courtlough Management
Complaints not being dealt with seriously	High	Complaints & Disciplinary procedure/policy	Ongoing review	C.C.O. & Courtlough Management

REPORTING PROCEDURES				
Potential risk of harm to children	Risk Rating: Low Medium High	Controls to remove or reduce risk	Actions/to do list: to implement controls	Responsibility lies with ...
Lack of knowledge of organisational and statutory reporting procedures	Medium	Reporting procedures/ policy Coach education policy Code of Conduct / Behaviour	Make policies and procedures available Include in Safeguarding Training (L1) Include in Coach Education Training	C.C.O. & Courtlough Management
No DLP Appointed	High	Reporting procedures/ policy	Train all DLPs Publicise identity of DLPs	Courtlough Management
Concerns of abuse or harm not reported	High	Reporting procedures/ policy Child Safeguarding Training – Level 1	Include in Safeguarding Training (L1) Publicise names of CCOs, DLPs, MP(s) Publicise internal and external reporting procedures	C.C.O. & Courtlough Management
Not clear who YP should talk to or report to	High	Post the names of CCOs, DLPs and MP	Communicate in Club Include in Safeguarding Training (L1)	CCO

FACILITIES				
Potential risk of harm to children	Risk Rating: Low Medium High	Controls to remove or reduce risk	Actions/to do list: to implement controls	Responsibility lies with ...
Unauthorised access to designated children's practice areas	Medium	Supervision policy Coach education	Clarify responsibilities before session starts	C.C.O. & Courtlough Management
Photography, filming or recording in prohibited areas	High	Photography policy and use of devices in private zones	Enforce policy in private changing and wet areas	C.C.O. & Courtlough Management
Missing or found child	Low	Missing or found child policy	Refer to policy & Gardai	C.C.O. & Courtlough Management

### RECRUITMENT

Potential risk of harm to children	Risk Rating: Low Medium High	Controls to remove or reduce risk	Actions/to do list: to implement controls	Responsibility lies with ...
Recruitment of inappropriate people	Low	Recruitment policy	Club Team manager CCO Appropriate personnel	Ongoing review
Lack of clarity on roles	Low	Recruitment policy	Club	Check job description Put supervision in place
Unqualified or untrained people in role	Medium	Recruitment policy	C.C.O. & Courtlough Management	Check qualification Ongoing review

### COMMUNICATIONS AND SOCIAL MEDIA

Potential risk of harm to children	Risk Rating: Low Medium High	Controls to remove or reduce risk	Actions/to do list: to implement controls	Responsibility lies with ...
Lack of awareness of 'risk of harm' with members and visitors	Medium	Child Safeguarding Statement Training policy	Communicate Child Safeguarding Statement	C.C.O. & Courtlough Management
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	High	Child Safeguarding Statement – display Code of Behaviour - distribute	Communicate Child Safeguarding Statement Distribute Code or Sections as appropriate	C.C.O. & Courtlough Management
Unauthorised photography & recording of activities	High	Photography and Use of Images policy	Ongoing review	C.C.O. & Courtlough Management
Inappropriate use of social media and communications by under 18's	High	Communications policy Code of conduct	Ongoing review	C.C.O. & Courtlough Management

### GENERAL RISK OF HARM

Potential risk of harm to children	Risk Rating: Low Medium High	Controls to remove or reduce risk	Actions/to do list: to implement controls	Responsibility lies with ...
Harm not being recognised	High	Safeguarding policy Child Safeguarding Training	Ongoing review	C.C.O. & Courtlough Management
Harm caused by - child to child coach to child volunteer to child member to child visitor to child	High	Safeguarding policy Child Safeguarding Training	Ongoing review	C.C.O. & Courtlough Management
General behavioural issues	Medium	Code of Conduct	Take disciplinary action where necessary Sign code of conduct	C.C.O. & Courtlough Management


Explanation of terms used:

- Potential risk of harm to children – these are identified risks of harm to children whilst accessing activities in the Club/Province/NGB.
- Risk Rating – the likelihood of the risk occurring in the club by you as Low/Medium or High.
- Control to remove or reduce the risk – detail of the control required to remove or reduce the risk.
- Action/to do list - indicates further action that might be necessary to implement controls and alleviate any risk ongoing.
- Responsibility lies with – provider should indicate where the responsibility for alleviating the risk lies.

This Risk Assessment document has been discussed and completed by Courtlough Management Team & CCO.

Signed:   
Name: Austin Gilligan  
Role: Club's Children's Officer (CCO)

Date: 14/11/2024

Signed:   
Name: Liam Flynn  
Role: Director

Date: 14/11/2024