



Killaloe Sailing Club Child Protection Policy

Document approved by the Committee & signed
by the Commodore:

Name: Pat Culloo

Signed:

Date:

Revision History:

2012	Document created & signed off by the committee
Oct -16	Document reviewed by Stefany Gorski (Child Protection Officer) & Liz Cooper
Feb-17	Document updated by Sue Concannon

Contents

1. POLICY STATEMENT	3
2. PRINCIPLES	3
3. THE CHILD PROTECTION OFFICER	4
Appendix A: Responsibility to Report	5
Appendix B: Sample Reference Form	6
Appendix C: Sample Application Form for instructors.....	7
Appendix 4: Good Practice Guidelines for Instructors, Volunteers and Staff.....	9

1. POLICY STATEMENT

Killaloe Sailing Club is fully committed to safeguarding the wellbeing of its members. Every individual in the Club should at all times, show respect and understanding for the rights, safety, and welfare of members, and conduct themselves in a manner that reflects the principles of the Club and the guidelines contained in the “The Code of Ethics and Good Practice for Children’s Sport in Ireland”.

Copies of the Code of Ethics Good Practice for Children’s Sport in Ireland are available online from Irish Sports Council website www.irishsportsCouncil.ie

2. PRINCIPLES

Killaloe Sailing Club has adopted “The Code of Ethics and Good Practice for Children’s Sport in Ireland” and endeavours to promote good practice by everyone involved in the Club, and to provide a safe, healthy, enjoyable environment for young members. Adults interacting with children in sailing are in a position of trust and influence. They should always ensure that they treat children with integrity and respect and that the self-esteem of children is enhanced. The trust implicit in adult-child relationships in sailing places a duty of care on all adults, voluntary or professional, to safeguard the health, safety and welfare of the child while engaged in their sailing activity. All adult actions in sailing will be guided by what is best for the child and carried out in the context of respectful and open relationships.

The following principles apply within the Club:

- Children’s involvement in sailing should be an enjoyable experience.
- The safety of children should always be the paramount concern of those adults responsible for providing sailing opportunities at whatever level an individual adult is involved.
- All adults have a responsibility to be aware of child protection as an issue.
- Instructors / volunteers will be properly recruited and managed and appropriate training will be made available to them. (Refer to Appendix 2, 3 and 4 of this document)
- Verbal, physical, emotional or sexual abuse of any kind or threat of such abuse is totally unacceptable.

3. THE CHILD PROTECTION OFFICER

The Child Protection Officer acts as a first point of contact and resource for all members of Killaloe Sailing Club with regard to children's issues.

The Child Protection Officer is: **Reggie Quinn** (for phone number, see Club Notice Board)

Email: hartyq2@gmail.com

The role of the Child Protection Officer in Killaloe Sailing Club is to:

- Promote awareness of the "Code of Ethics and Good Practice for Children's Sport in Ireland" within the club and particularly among the children and their parents/guardians.
- Ensure that children have a voice in the running of their club and can talk freely about their experiences in their sailing activities.
- See that children know how to make their concerns known to instructors/ volunteers or members, adults or agencies.
- Encourage the involvement of parents/guardians in the club activities.
- Report as required to the Main Committee of Killaloe Sailing Club.

The Child Protection Officer does not have the responsibility of investigating or validating child protection concerns within the club and has no counselling or therapeutic role. These roles are filled by the Statutory Authorities, the Department of Health and Children and the Gardáí, as outlined in Children First. It is, however, possible that child protection concerns will be brought to the attention of the Child Protection Officer. In this event, it is essential that any allegations or complaints are reported to the Child Protection Officer within Killaloe Sailing Club, whose responsibility it is, to refer on such allegations or complaints to the Statutory Authorities (for further information refer to Appendix A of this document).

Appendix A: Responsibility to Report

Any person, who suspects that a child is being abused, or is at risk of abuse, has a responsibility to report their concerns to the health board. This responsibility is particularly relevant to professionals such as teachers, child care workers and health professionals who have regular contact with children in the course of their work. It is also an important responsibility for staff and volunteers involved in sports clubs, parish activities, youth clubs and other organizations catering for children.

Recording Allegations or Suspicions

The following is a list of what should be recorded:

1. Details of Child.
2. Details of concern(s), allegation(s) or incident(s) dates, times, who was present, description of any observed injuries, parent's view(s), child's view(s) if known.
3. Details of person(s) allegedly causing concern in relation to the child.
4. Name and Address of other personnel or agencies involved with this child.
5. Are Parents/Legal Guardians aware of this referral to the Social Work Department?
6. Details of Person reporting concerns.
7. Details of Person compiling the complaint.

Child Protection and/or Welfare Concerns should be reported to:

Child Care Manager Department,
Tobartaoscain,
Ennis,
Co. Clare
Phone: 065 – 682392; Fax: 065 - 6823926

If you are unsure if you should report your concerns, please telephone the duty social worker and discuss your concerns with him/her.

**In case of Emergency or outside Health Board hours contact should be made
with An Garda Síochána**

Appendix B: Sample Reference Form

(Private and Confidential)

The person named below has expressed an interest in becoming an instructor/volunteer with Killaloe Sailing Club and has given your name as a referee. This post involves substantial access to children. As an organization committed to the welfare and happiness of children, we are anxious to know if you are satisfied that this person is suitable to work with children in a sailing capacity.

Name:

Address:

How long have you known this person?

In what capacity?

Are you satisfied that the person named above is suitable to work with children in a sporting capacity?

Yes	No	(Please tick)
-----	----	---------------

If you have answered no, we may contact you in confidence

--	--

Signed :

Date:

Appendix C: Sample Application Form for instructors

Volunteers Instructors/Volunteers

Name:

Address:

Telephone Number:

Email address:

Previous experience/involvement with sailing? Please give details:

Reason for applying

Have you ever been asked to leave a sporting organisation in the past?

Yes	No	(Please tick)
-----	----	---------------

If you have answered yes, we will contact you in confidence

Do you agree to abide by the guidelines contained in the "Code of Ethics and Good Practice for Children's Sport in Ireland", and "Children First Guidelines" ?

Yes	No	(Please tick)
-----	----	---------------

Do you agree to abide by the rules of Killaloe Sailing Club and the ISA?

Yes	No	(Please tick)
-----	----	---------------

KSC Child Protection Policy

References:

Please supply the names of two responsible people whom we can contact and who from personal knowledge are willing to endorse your application. If you have had a previous involvement in sailing or any other sport one of these names should be that of an administrator/leader of your last club/place of involvement

Name 1:

Address 1:

Telephone Number:

--

Email address:

Name 2:

Address 2:

Telephone Number:

--

Email address:

--	--

Signed :

Date:

Appendix 4: Good Practice Guidelines for Instructors, Volunteers and Staff

Based on ISA Policies and Procedures Manual (2005), p36.

The following guidelines are intended to promote best practice and in turn to reduce the potential for participants or staff to feel unsafe or uncomfortable . Be aware of situations that can generate the potential for misunderstandings and lead to allegations of abusive behavior. One-to-one discussions should be conducted in a relatively open place, in view of others. Where the discussion is of a sensitive nature, a third party should be made aware beforehand of the nature of the discussion, and if possible be in attendance. Disciplinary matters should be dealt with according to a pre-determined code of discipline, not addressed in the heat of the moment.

Be aware of the potential for teasing, intimidation and bullying within any group. Participants on the summer training program will range from 8 years to older teenagers, and there may be a wide mix of ages within each level. Those participants who are shy could be overwhelmed by more assertive individuals. There may be pre-existing tensions among participants that could flare up in a new setting. Ensuring that participants are busy and occupied will minimize the opportunity for overt physical intimidation.

Where instructors, staff and volunteers interact in a respectful way when dealing with each other and with participants, this will encourage the participants to behave in a similar manner towards each other. The use of sexually suggestive language should be regarded as inappropriate at all times, both from a child protection perspective and an equality perspective. References to race, sexual orientation or other differentiating features should not be tolerated.

Where it is necessary to have physical contact with participants, e.g. pulling them into a rescue boat, be aware of how that contact could be misinterpreted by a worried parent later that evening. It may be advisable to tell the parent of the incident when they collect their child. For some participants, changing in and out of sailing gear in a communal changing room may be a source of tension, and it is imperative that males do not enter the female changing room or vice versa