

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club

www.malahidecc.com
Club Tel: +353 1 8450607

Honorary Secretary 2018
Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

Patron: **Norman J. Adams**

President: **Phil Roche**

MALAHIDE CRICKET CLUB

CHILD SAFEGUARDING STATEMENT

1. NAME OF SERVICE BEING PROVIDED

To foster and promote participation in the sport of cricket within the community by providing facilities for playing cricket, and opportunities for recreation, coaching and competition.

2. NATURE OF SERVICE AND PRINCIPLES TO SAFEGUARD CHILDREN FROM HARM

Our club believes that the best interests of children and young people availing of our services are paramount. Our guiding principles are underpinned by *Children First: National Guidance for the Protection and Welfare of Children* and the guidelines contained in the *Code of Ethics and Good Practice for Children's Sport*. Our guiding principles apply to all staff, volunteers, committee members and students on work placement. All club members must sign up to and abide by these guiding principles and our child safeguarding procedures.

3. RISK ASSESSMENT

We have carried out an assessment of any potential risk for harm to a child while availing of our service. A list of the areas of risk identified and the list of procedures for managing these risks is set out in Appendix 1 and 2 to this Statement – this list may be amended/added to from time to time and this list is in addition to any risks and procedures specified in the *Code of Ethics and Good Practice for Children's Sport*.

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club

www.malahidecc.com
Club Tel: +353 1 8450607

Honorary Secretary 2018

Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

Patron: **Norman J. Adams**

President: **Phil Roche**

4. PROCEDURES

Our Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015, the *Children First: National Guidance* and Tusla's *Child Safeguarding: A guide for Policy, Procedure and Practice*. In addition to the procedures listed in our risk assessment, the Club adopts the procedures set out in the *Code of Ethics and Good Practice for Children's Sport* including but not limited to the following the details of which are set out in Appendix 3:

- A Procedures for management of allegations of abuse
- B Procedures for safe recruitment of workers and volunteers
- C Procedures for provision of and access to child safeguarding training and information
- D Procedures for reporting welfare concerns
- E Procedures for appointing a relevant person

The *Code of Ethics and Good Practice for Children's Sport* is available on our website:

www.malahidecc.com

5. DESIGNATED PERSON AND CHILDREN'S OFFICERS

The names and contact details of the Designated Person and Children's Officers are set out in Appendix 4 to this Statement.

6. IMPLEMENTATION

We recognise that implementation is an on-going process. Our service is committed to the implementation of this Child Safeguarding Statement and the procedures that support our intention to keep children safe from harm while availing of our service. This Child Safeguarding Statement will be reviewed on an annual basis, or as soon as practicable after that where there has been a material change in any matter to which the statement refers.

Signed: *Ciaran Keohane*

Date: 5th March 2018

Chairperson

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club

www.malahidecc.com
Club Tel: +353 1 8450607

Patron: **Norman J. Adams**

Honorary Secretary 2018

Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

President: **Phil Roche**

APPENDIX 1

AREAS OF RISK

- 1 SOCIAL MEDIA
- 2 TEXTS AND EMAILS
- 3 PHOTOGRAPHY
- 4 PHOTOGRAPHY ON WEBSITES
- 5 CHILDREN IN ADULT CRICKET
- 6 MINIMUM AGES
- 7 CHANGING ROOMS AND SHOWERING POLICY
- 8 COACHING SESSIONS
- 9 PHYSICAL CONTACT
- 10 OVERNIGHT AND AWAY TRIPS
- 11 LATE COLLECTION OF CHILDREN
- 12 TRANSPORT
- 13 DISCIPLINARY PROCEDURES, SANCTIONS
- 14 BULLYING

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club
www.malahidecc.com
Club Tel: +353 1 8450607

Honorary Secretary 2018
Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

Patron: **Norman J. Adams**

President: **Phil Roche**

APPENDIX 2

LIST OF PROCEDURES FOR MANAGING RISKS

1 SOCIAL MEDIA

Club Officials/Coaches/Managers

- Have separate club related and personal pages
- Adjust privacy settings so that content is only visible to accepted “friends”
- Do not accept requests from children to be their “friend”

Rule of thumb: If comment would not be put on club notice board, it does not belong on the club’s social media pages.

2 TEXTS AND EMAILS

- Texts and emails for U18’s via parents only
- No individual texting or email conversations with U18s without parents receiving the same messages
- Use group texts
- Adults to be aware of material on social media if there are children on their team
- All contact with children to be in relation to coaching, matches and cricket related activity only
- Ensure that children know procedures if they receive an offensive text message/photo/email

3 PHOTOGRAPHY

- Photographs are not to be taken at matches or training without the prior permission of the parent(s) of the child (Use registration form).
- If no permission given by parent, ensure that photographer at an event is aware of this and avoid taking photographs of the child
- Children should be informed that a person will be taking photographs
- Children should be informed if they have concerns, they can report these concerns to the coach/team manager
- Camera registration book to be set up at festivals/events/competitions (Code of Ethics, p.36).

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club

www.malahidecc.com
Club Tel: +353 1 8450607

Honorary Secretary 2018

Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

Patron: **Norman J. Adams**

President: **Phil Roche**

4 PHOTOGRAPHS ON WEBSITES

- Ask permission of parents to use child's image and wherever possible show image to parents and child in advance
- Only use images in appropriate kit
- Use group photographs if possible
- If a child is named avoid using a photograph
- If a photograph is used avoid naming child

5 CHILDREN IN ADULT CRICKET

- Ensure the player's safety, personal development needs and overall cricket experience are considered
- Each case is to be determined on an individual basis, depending on the player's ability and stage of cognitive and emotional maturity to take part at this level. However, the minimum age guidance provided below must be adhered to.
- Clubs should provide opportunities to show their talents in an appropriate way. Children who are used as fielders only will not fully experience the game.

6 MINIMUM AGES

- Helmets, Fast Bowling Directives, Fielding Regulations and all other relevant regulations should always be adhered to for children in adult cricket. Young players who are selected for provincial U13 squads are eligible to play adult cricket, providing they are at least 11 years old on 1 September of the preceding year and have written parental consent to play.

7 CHANGING ROOMS AND SHOWERING FACILITIES

- Adults and children do not use showering facilities at the same time
- If children are uncomfortable about changing or showering at the club, no pressure is placed on them to do so
- If children are on the team, no photography or filming with mobile phones in the dressing room.

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club

www.malahidecc.com
Club Tel: +353 1 8450607

Honorary Secretary 2018

Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

Patron: **Norman J. Adams**

President: **Phil Roche**

8 COACHING SESSIONS

- Always outdoors in full public view.
- One to one coaching with children is not permitted except with the attendance of another adult and parental consent
- If there is a need to host coaching session indoors due to weather or video demonstration or analysis etc there must be a second adult present

9 PHYSICAL CONTACT

A responsible adult should only use physical contact if its aim is to:

- Develop sports skills or techniques
- Treat an injury
- Prevent an injury or accident from occurring
- Don't do anything that a child can do for themselves
- Explain the reason for the physical contact
- Unless emergency situation, the adult should ask the child for permission

10 OVERNIGHT AND AWAY TRIPS

- Code of Ethics and Good Practice, p.33
- ECB, Safe Hands, pp 59-62

11 LATE COLLECTION OF CHILDREN

If a parent/carer is late the club will:

- Attempt to make contact with the parent/carer
- Wait with the young person (preferably accompanied by other adults)
- Not send a child home with another person without prior permission
- Remind parents/carers re late collection policy and procedures
- As a last resort inform TUSLA or Garda

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club

www.malahidecc.com
Club Tel: +353 1 8450607

Honorary Secretary 2018
Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

Patron: **Norman J. Adams**

President: **Phil Roche**

12 TRANSPORT

- It is not the responsibility of the coach or the team manager to transport or arrange the transport of children to and from matches
- Fixtures, match details and selection will be notified to parents so that parents can make appropriate arrangements
- Pick-up and drop-off points are notified to parents
- Importance of punctuality is emphasised due to difficulties caused by late collection of children

13 DISCIPLINARY PROCEDURES AND SANCTIONS

- Rules of club clearly stated and agreed
- Warning to be given if rule is broken
- Physical activity (running laps or doing push-ups etc) will not be given as a sanction
- When imposing sanctions, the following considerations are taken into account
- Age of child, seriousness of offence, evidence, possible effect on child
- Child to be accompanied at disciplinary hearing - child cannot be compelled to attend
- If child wishes to make statement, it should be prepared to in advance in written format
- Details of person U18 not to be published

14 BULLYING

- Code of Ethics and Good Practice, p.41
- Cricket Ireland, Child Safeguarding: Policy and Guide

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club

www.malahidecc.com
Club Tel: +353 1 8450607

Patron: **Norman J. Adams**

Honorary Secretary 2018

Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

President: **Phil Roche**

APPENDIX 3

A Procedures for management of allegations of abuse

If an allegation is made against a worker or a volunteer, the club will ensure that everyone is dealt with in accordance with the club's guiding principles and child safeguarding procedures, the rules of natural justice and relevant employment law. The club has a dual responsibility in respect of the child and the worker and/or volunteer. There are two separate procedures to be followed:

1. The reporting procedure to Tusla in respect of the child and the alleged abuser
2. The internal procedure for dealing with the worker/volunteer.

The priority is to protect the child while taking account of the worker/ volunteer's right to due process

- The same person will not have responsibility for making the report and the employment issues.
- The agreed reporting procedure will be followed by the Designated Person.
- Parents will be informed of any planned action unless there is a further risk to the child.

Personnel Procedures to be followed

- In the event that there are reasonable grounds for concern for an allegation of child abuse connected to the actions of a worker/volunteer, the relevant worker/volunteer should be asked to stand aside pending the outcome of any investigation by the statutory authorities. It is advisable that this task be undertaken by a senior office holder of the club other than the Designated Person who takes the responsibility of reporting.
- When the worker/volunteer is being privately informed by the senior official of a) the fact that an allegation has been made against him/her and b) the nature of the allegation, s/he should be afforded an opportunity to respond. His/her response should be noted and passed onto the statutory authorities.
- The matter will be dealt with in accordance with the Club's disciplinary procedures, if the matter relates to the non-abuse of a child.
- Appropriate levels of confidentiality will be maintained.

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club
www.malahidecc.com
Club Tel: +353 1 8450607

Patron: **Norman J. Adams**

Honorary Secretary 2018

Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin
Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

President: **Phil Roche**

B Procedures for safe recruitment of workers and volunteers

The club will take all reasonable steps to ensure that only suitable people are recruited to work with young people. Procedures have been developed to cover the following:

- Recruitment and selection
- Garda vetting
- Induction on guiding principles and child safeguarding procedures
- Supervision and support for paid staff and volunteers

Recruitment and selection

- Job role /description which describes the range of duties, accompanied by a person specification that describes the attributes required.
- Roles which involve working with children will be advertised on club notice board and on club website.
- Consent to Garda vetting.
- The use of interviews.
- References will be obtained.
- Evidence will be sought to verify experience and qualifications.
- Identification will be sought, if necessary.
- Induction will occur as soon as the preferred candidate is appointed.
- There will be a probationary period of 1 month

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club

www.malahidecc.com
Club Tel: +353 1 8450607

Patron: **Norman J. Adams**

Honorary Secretary 2018
Lorraine McKeaney
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

President: **Phil Roche**

C Procedures for provision of and access to child safeguarding training and information

The child safeguarding training strategy will include the following procedures:

- Induction training to introduce new workers/volunteers to the club's guiding principles and child safeguarding procedures. This may take the form of a Basic Awareness Course or an in-house information session convened by the Children's Officers.
- Designated Person, Children's Officers, workers, volunteers will attend courses appropriate to their roles.
- Refresher courses will be held at regular intervals.
- Dates and names of training programmes will be maintained.
- The names of the trainers and the relevant organisations will be maintained.
- A signed receipt will be obtained from each worker/volunteer that they have received a copy of the club's child safeguarding procedures.

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club

www.malahidecc.com
Club Tel: +353 1 8450607

Patron: **Norman J. Adams**

Honorary Secretary 2018

Lorraine McKeaney
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

President: **Phil Roche**

D Procedures for reporting welfare concerns

Role and Responsibilities

The name and contact details of the Designated Person must be known to all workers and volunteers within the club as well as parents and children.

Identifying reasonable grounds for concern

The Children's First: National Guidance for the Protection and Welfare of Children states that Tusla should always be informed when a person has **reasonable grounds for concern** that a child may have been, is being or is at risk of being abused or neglected.

Categories of abuse

Neglect, emotional abuse, physical abuse and sexual abuse. (*See Children's First: National Guidance for the Protection and Welfare of Children* for definitions and indicators of abuse)

Responding to concerns

- Regardless of how a concern comes to a worker/ volunteer's attention, it must be reported to the Designated Person
- If reasonable grounds for concern exist, the Designated Person will make a report to the Tusla duty social worker
- If the Designated Person decides not to make a report, the worker/volunteer is still entitled to make a report to Tusla
- Recording: there is an obligation to record the details of the concern and the decisions and actions taken.
- If there is an immediate risk to the child, the Tusla duty worker is informed as a matter of urgency. If contact is not made with duty social worker, the Garda is informed.
- It is best practice to inform parents that a report is being made, but there are instances where this may not be advisable.
- Consult Tusla informally, if unsure about making a report.
- Complete the Child Protection and Welfare Report Form.
- If no report made, keep record of reasons for not making report

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club

www.malahidecc.com
Club Tel: +353 1 8450607

Patron: **Norman J. Adams**

Honorary Secretary 2018

Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

President: **Phil Roche**

E Procedures for appointing a relevant person

- The club will appoint one person as a Designated Person. This person will liaise with statutory agencies responsible for child protection and welfare, and will be the resource person to any worker/volunteer who has child protection concerns
- Contact details will be displayed prominently on notice board and website.
- The Designated Person will undertake training appropriate to their role.
- The Designated Person will also be the relevant person. He/she will be the first point of contact in relation to the Child Safeguarding Statement

Chair of the Club 2018
Ciaran Keohane

Tel: 086 3411200
Email: ciarank@microsoft.com



Malahide Cricket Club
www.malahidecc.com
Club Tel: +353 1 8450607

Patron: **Norman J. Adams**

Honorary Secretary 2018
Lorraine McKeane
5 Waterside Crescent,
Malahide,
Co. Dublin

Tel (M): +353 085 7311462
Email: lorraine.mckeaney@gmail.com

President: **Phil Roche**

APPENDIX 4

DESIGNATED PERSON:

Stephen MacDonagh
Contact Details: (m) 086 0612984
(email) macdonagh86@gmail.com

CHILDREN'S OFFICERS:

Conor Gibbons
Contact Details: (m) 086 8362187
(email) conorgibbons@yahoo.co.uk

Marianne Herbert
Contact Details: (m) 086 4066266
(email) marianne.herbert@gmail.com