

Blackrock Bowling and Tennis Club Limited
Blackrock Tennis Club
Risk Assessment & Child Safeguarding Statement (CSS)

Document History

Version	Date	Author	Approved by	Reason for update
1.0	August 2020	Robert Herron Ailbhe Herron	Senior Committee	N/A first version
2.0	01 January 2025	Kathryn Ryan Emmett Higgins	Senior Committee	Scheduled Update

Part 1 Risk Assessment

In accordance with the requirements of Section 11 (1) of the Children First Act 2015 we have undertaken an assessment of any potential for harm to a child while availing of our services. The risk is of abuse (in this section referred to as a "risk) and not general health and safety risk. This risk assessment considers the potential for harm to come to children whilst they are in the Club's care.

Potential risk of harm to children	Likelihood of harm happening - Low Medium High (L,M,H)	Required Policy, Guidance and Procedure document	Responsibility Club	Further action required / implementation
Club and Coaching Practices				
Lack of coaching qualification	Low Rationale Interview process before appointment of coaches	Coach education policy Recruitment policy	Senior Tennis Committee	Proof of qualification to be archived and updated as per coaching requirements of Tennis Ireland
Supervision issues	Low Rationale Policy of 2 adults present supervision at events	Safeguarding policy – supervision Coach education policy	Children's Officers Coaches Junior Committee	Ongoing review Supervision policy to be communicated to parents
Unauthorised photography & recording activities	Low Rationale All members confirm adherence to policy at renewal	Photography and Use of Images policy Safeguarding policy – social media and mobile phone Junior Code of Conduct	Children's Officers Junior Committee	Ongoing review Photography and Use of Images policy to be communicated to parents
Behavioural Issues	Low Rationale	Code of Conduct Safeguarding Level 1 (min) to be completed by managers	Children's Officers Junior Committee	Ongoing review Code of Conduct Safeguarding Level 1 (min)

	All members confirm adherence to Code of Conduct policy at renewal of membership	Code of Conduct and Complaints & Disciplinary policy / policies		
Lack of gender balance amongst coaches	Low Rationale 1 coach of each gender appointed	Coach Education policy Safeguarding policy - supervision	Senior Tennis Committee	No action required outside of recruitment processes
No guidance for travelling and away trips	Low Rationale Addressed in Safeguarding Policy No away trips overnight are organised by the Club	Safeguarding policy – Travel and Away Trips Child Safeguarding Training	Children's Officers	Ongoing review Travel/Away trip policy to be communicated to managers and onwards to supervising adults as required
Lack of adherence with misc procedures in Safeguarding policy (i.e. mobile, photography, transport)	Low Rationale Regular formal and informal meetings between Junior Chair and coaches.	Safeguarding policy Complaints & disciplinary policy	Children's Officers	Ongoing review Complaints policy to be communicated to managers and available as required to members
Complaints and Discipline				
Lack of awareness of a Complaints & Disciplinary policy	Medium Rationale	Complaints & Disciplinary procedure/policy	Children's Officers	Complaints policy to be communicated to managers and available as required to members
Difficulty in raising an issue by child & or parent	Low Rationale Communications channels set out in Safeguarding policy	Complaints & Disciplinary procedure/policy Safeguarding Policy – raising a safeguarding concern	Children's Officers	Review the communication/responsibilities of the procedure/policy

		Safeguarding Policy – communications		
Complaints not being dealt with seriously	Low Rationale Review and complaints at junior & senior committee. Action appropriate to issues are taken	Safeguarding Policy – raising a safeguarding concern Complaints & Disciplinary procedure/policy	Children's Officers, Senior Tennis Committee, Junior Tennis Committee	Ongoing review
Reporting Procedures				
Lack of knowledge of organisational and statutory reporting procedures	Low Rationale Documents are being updated and communicated as per this Risk Assessment.	Reporting procedures/policy Safeguarding Policy – raising a safeguarding concern Coach education policy Code of Conduct	Children's Officers DLP Senior Committee	Make policies and procedures available Include in Safeguarding Training (L1) Include in Coach Education Training
No Mandated Person appointed	NA Rationale There is no requirement for the appointment of a mandated person under the applicable legislation.	-	-	-
No DLP Appointed	Low Rationale DLP in place	Safeguarding policy – appointment of Safeguarding Officers and DLP Reporting procedures/policy	Senior Committee	Train all DLPs Publicise identity of DLP on board and website
Concerns of abuse or harm not reported	Low	Reporting procedures/policy	DLP	Include in Safeguarding Training (L1)

	Rationale DLP appointed and trained	Safeguarding Policy – raising a safeguarding concern Child Safeguarding Training – Level 1	Safeguarding Officers	Publicise names of CCOs, DLPs, MP(s) Publicise internal and external reporting procedures
Not clear who YP should talk to or report to	Low Rationale Club Safeguarding Officers visible on Board and present at many club	Safeguarding policy – appointment of Safeguarding Officers and DLP Communications policy	Safeguarding Officers DLP	Communicate to managers and parents Include in Safeguarding policy
Facilities				
Unauthorized access to changing rooms, showers, toilets etc.	Low Rationale Policy now in place for juniors	Child safeguarding policy – supervision	Coaches and supervisors	Clarify responsibilities before session starts
Unauthorised exit from children's areas	Low Rationale Policy now in place for juniors	Child safeguarding policy – supervision Junior Code of Conduct	Coaches and supervisors	Clarify responsibilities before session starts
Photography, filming or recording in prohibited areas	Low Rationale Policy now in place for juniors	Photography and use of imagery policy Junior Code of Conduct Safeguarding policy – social media and mobile phone	Coaches and supervisors	Communicate policy to parents, supervisors and visitors
Missing or found child on site	Low Rationale	Missing child policy	Coaches and supervisors	Refer to policy and inform Gardai

Children sharing facilities with adults e.g. dressing room, showers etc.	Low Rationale Policy now in place for juniors	Safeguarding policy – Supervision	Facilities manager, children's officers, coaches and supervisors	Plan with facilities management to create a suitable child centred environment in shared facilities
Recruitment				
Recruitment of inappropriate people	Low Rationale Policy in place	Recruitment policy	Senior Tennis Committee Children's Officers	Ongoing review
Lack of clarity on roles	Low Rationale Policy in place	Recruitment policy	Senior Tennis Committee	Check job description Put supervision in place
Unqualified or untrained people in role	Low Rationale Policy in place	Recruitment policy	Senior Tennis Committee	Check qualification Ongoing review
Communications and Social Media				
Lack of awareness of 'risk of harm' with members and visitors	Low Rationale Policy in place	Child Safeguarding Statement Child Safeguarding Policy Child Safeguarding Policy - communications	Junior Tennis Committee	Communicate Child Safeguarding Statement Communicate Child Safeguarding Policy

No communication of Child Safeguarding Statement or Code of Conduct to members or visitors	Low Rationale Policy in place	Child Safeguarding Policy – communications	Children's Officers Junior Tennis Committee	Communicate Child Safeguarding Statement Distribute Code or Sections as appropriate
Unauthorised photography & recording of activities	Low Rationale Policy in place	Photography and Use of Images policy Child Safeguarding Policy – social media and mobile phones	Junior Tennis Committee	Ongoing review
Inappropriate use of social media and communications by under 18's	Low Rationale Policy in place	Code of conduct Child Safeguarding Policy – social media and mobile phones	Junior Tennis Committee Coaches and supervisors	Ongoing review
Inappropriate use of social media and communications with under 18's	Low Rationale Policy in place	Code of conduct Child Safeguarding Policy – social media and mobile phones	Junior Tennis Committee Coaches and supervisors	Ongoing review
General Risk of Harm				
Harm not being recognised	Medium Rationale	Safeguarding policy – safeguarding training Child Safeguarding Training	Children's Officers Junior Tennis Committee Coaches and supervisors	Ongoing review

Harm caused by child to coach to volunteer to child member to visitor to child	Medium Rationale	Safeguarding policy Code of Conduct Child Safeguarding Training	Children's Officers Junior Tennis Committee Coaches and supervisors	Ongoing review
General behavioural issues	Low	Code of Conduct	Children's Officers Junior Tennis Committee Coaches and supervisors	Take disciplinary action where necessary Sign code of conduct

Explanation of terms used:

- Potential risk of harm to children – these are identified risks of harm to children whilst accessing activities in the Club/Park/Province/NGB.
- Likelihood of harm happening – the likelihood of the risk occurring in the club/park/province/NGB 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 Blackrock Bowling and Tennis Club on 25 January 2025

Signed:

Name: Nigel Healy

Role: Chair BBTC

Signed:

Name: Michael Harty



Role: Secretary, Tennis Section

Signed:

Name: Sally Finlay



Role: Ladies Captain

Signed:



Name: Kathryn Ryan

Safeguarding Officer

Signed:

Name: Emmett Higgins



Safeguarding Officer & Mens Captain

Child Safeguarding Statement

Section 1 — Club Information

Branch details:

- (a) Name: Blackrock Tennis Club
- (b) Sport: Tennis
- (c) Location: Green Road, Blackrock, County Dublin
- (d) Size (Number of staff/members/clubs): Approximately 650 adult members and 250 junior members.
- (e) Activities: The club provides tennis activities and opportunities for children and young people through participation in parks, clubs, regional, provincial events and with our representative teams. The club is committed to safeguarding children and young people. All our affiliated stakeholders work under the guidance and policies of our Safeguarding Code. All our volunteers and staff working with children throughout the organisation, seek to create a safe environment for children and young people to participate in Tennis.

Section 2 - Principles to safeguard children from harm

Blackrock Tennis Club is committed to safeguarding children and by working under the guidance of our Safeguarding Policies our staff, both volunteers and employed, working with our young people, throughout the organisation, seek to create a safe environment for young people to grow and develop within sport. The following set of principles should be adhered to:

- (a) Importance of childhood - The importance of childhood should be understood and valued by everyone involved in tennis.
- (b) Needs of the child - All children's sport experiences should be guided by what is best for children. This means that adults should have a basic understanding of the emotional, physical and personal needs of young people.
- (c) Integrity in relationships - Adults interacting with children in tennis are in a position of trust and influence. They should always ensure that children are treated with integrity and respect, and the self-esteem of young people is enhanced.
- (d) Fair Play - All children's sport should be conducted in an atmosphere of fair play. The principles of fair play should always be emphasized, and organisers should give clear guidelines regarding acceptable standards of behaviour.
- (e) Quality atmosphere & ethos - Children's sport should be conducted in a safe, positive and encouraging atmosphere.
- (f) Competition - Competition is an essential element of tennis and should be encouraged in an age and level appropriate manner. A child-centred ethos will help to ensure that competition and specialisation are kept in their appropriate place.
- (g) Equality - All children should be valued and treated in an equitable and fair manner regardless of ability, age, gender, religion, social and ethnic background or political persuasion.

Section 3 - Risk Assessment

This Blackrock Tennis Club written Risk Assessment document indicates the areas of potential risk of harm, the likelihood of the risk occurring, and gives the required policy, guidance or process documents require to alleviate these risks. The list of risks identified and procedures to manage these risks are contained in the following categories:

Risk Identified	Procedure in place to manage risk identified
Club and Coaching Practice	
<ul style="list-style-type: none"> a. Lack of coaching qualification b. Supervision issues. c. Unauthorised photography & recording activities. d. Behavioural Issues e. Lack of gender balance amongst coaches f. No guidance for travelling & away trips g. Lack of adherence with misc procedures in Safeguarding policy 	<ul style="list-style-type: none"> a. Coach education policy/Recruitment b. Supervision policy/Coach education policy c. Photography & Use of Images policy. Safeguarding policy – social media and mobile phones d. Code of Conduct / Safeguarding 1 / Complaints & Disciplinary policy. e. Coach education policy f. Safeguarding policy – supervision g. Safeguarding Policy / Complaints & disciplinary policy
Complaints & Discipline	
<ul style="list-style-type: none"> a. Lack of awareness of a Complaints & Disciplinary policy. b. Difficulty in raising an issue by child & or parent c. Complaints not being dealt with seriously 	<ul style="list-style-type: none"> a. Complaints & Disciplinary procedure/policy
Reporting Procedures	
<ul style="list-style-type: none"> a. Lack of knowledge of organisational & statutory reporting procedures b. No DLP appointed c. Concerns of abuse or harm not reported. d. Not clear who Young Person should talk to or report to. 	<ul style="list-style-type: none"> a. Reporting procedures/policy / Coach Education policy / Code of Conduct/Behaviour/ Safeguarding policy b. Reporting policy. Safeguarding Policy c. Reporting procedures/policy / Child Safeguarding Training — Level 1 d. Safeguarding Policy
Use of Facilities	

<ul style="list-style-type: none"> a. Unauthorised access to designated children's play & practice areas & to changing rooms, showers, toilets etc..... b. Unauthorised exit from children's areas. c. Photography, filming or recording in prohibited areas. d. Missing or found child on site. e. Children sharing facilities with adults e.g. dressing room, showers 	<ul style="list-style-type: none"> a. Safeguarding Policy - facilities b. Safeguarding Policy - facilities c. Photography policy and use of imagery policy . Safeguarding policy – social media and mobile phones d. Missing or found child policy. e. Safeguarding Policy - facilities
<p>Recruitment</p>	
<ul style="list-style-type: none"> a. Recruitment of inappropriate people. b. Lack of clarity on roles. c. Unqualified or untrained people in role. 	<ul style="list-style-type: none"> a. Recruitment policy. b. Recruitment policy c. Recruitment policy
<p>Communications</p>	
<ul style="list-style-type: none"> a. Lack of awareness of 'risk of harm' with members and visitors. b. No communication of Child Safeguarding Statement or Code of Conduct to members of visitors. c. Unauthorised photography & recording of activities. d. Inappropriate use of social media & communications by under 18's e. Inappropriate use of social media & communications with under 18's. 	<ul style="list-style-type: none"> a. Safeguarding policy – communications b. Safeguarding policy – communications c. Photography & Use of Images policy Safeguarding policy – social media and mobile phones d. Safeguarding policy – social media and mobile phones e. Safeguarding policy – social media and mobile phones
<p>General Risk of Harm</p>	
<ul style="list-style-type: none"> a. Harm not being recognised <p>Harm caused by:</p> <ul style="list-style-type: none"> • Child to Child. • Coach to Child. • Volunteer to Child • Member to Child. • Visitor to Child. b. General behavioural issues. c. Issues of Bullying. d. Vetting of staff/volunteers. e. Issues of Online Safety 	<ul style="list-style-type: none"> a. Safeguarding policy / Child Safeguarding Training. b. Safeguarding policy / Child Safeguarding Training. c. Code of Conduct. d. Anti-Bullying policy e. Recruitment policy / Vetting policy f. Social Media / Online Safety policy

The Risk Assessment was undertaken in October 2024

Section 4 — Procedures

This 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 our Risk Assessment document described above, there are further procedures that support our intention to safeguard children while they are availing of our activities.

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Blackrock Tennis Club has the following procedures available, either on request or provided for in our Safeguarding Policy or related policies

- Procedures for the management of allegations of abuse or misconduct by staff or volunteers against a child availing of our activities.
 - *Reporting Policy. Safeguarding Policy- raising a safeguarding issue.*
- Procedures for the safe recruitment of staff and volunteers to work with children in our activities.
 - *Recruitment Policy*
- Procedures for access to child safeguarding training and information, including the identification of the occurrence of harm.
 - *Safeguarding Policy – safeguarding training*
- Procedure for reporting of child protection or welfare concerns to Statutory Authorities.
 - *Reporting Policy. Safeguarding Policy- raising a safeguarding issue.*
- Procedure for maintaining a list of the persons (if any) in the relevant service who are mandated persons. *Not applicable.*
- Procedure for appointing a relevant person.
 - *Safeguarding Policy – designated liaison person*
- Procedures for managing trips away and hosting children.
 - *Safeguarding Policy – travel and trips away*

The Relevant Person for Blackrock Bowling and Tennis Club, Tennis Club Junior Section is the **Club DLP** Robert Heron or Chairperson

Section 5 — Implementation

We recognise that implementation is an ongoing process. Our Club 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 activities.

Please note the following:

- That all staff has been furnished with a copy of this statement.
- This statement is available to parents/guardians, the Agency and members of the public on request.
- This statement will be displayed in a prominent place by Blackrock Tennis Club

This Child Safeguarding Statement will be reviewed on 30 December 2026

For queries on this Child Safeguarding Statement, please contact — Blackrock Tennis Club Children's Officers. Kathryn Ryan 086 8583276, Emmet Higgins 086 8397742

On behalf of the Blackrock Bowling and Tennis Club (Tennis Section)

On behalf of the Blackrock Bowling and Tennis Club (Tennis Section)

Signed:

Date:

Nigel Healy, Chair BBTC

Name:

Phone no:

Michael Harty, Secretary, Tennis Section BBTC