

SAFEGUARDING RISK ASSESSMENT – 2025

Club Name
Killarney Cycling Club

Children First Act 2015 requires that a risk assessment procedure be carried out in relation to the potential for harm and abuse that could come to children while they are in our care and attending activities within our organisation.

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—

- Undertake an assessment of any potential for harm to a child (whilst in our care)
- Cycling Ireland affiliated clubs are required to display a Child Safeguarding Statement (Section 11 (1b))

Please note that in accordance with the requirements of Section 11 (1) the risk assessment is the risk of abuse to a child and not general health and safety 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 ...
Lack of coaching qualification		Recruitment policy	Club Committee	Proof of qualification to be confirmed
Supervision issues		- Child Safeguarding Policy - Supervision ratios - Coaches Charter	- Club Committee - Club Safeguarding Officer	Ongoing review
Unauthorised photography & recording activities		Child Safeguarding (Photography and Use of Images)	- Club Committee - Club Safeguarding Officer	Ongoing review

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 ...
Behavioural Issues		- Code of Conduct - Safeguarding Level 1 (min) - Complaints & Disciplinary rules and procedures	- Club Committee - Club Safeguarding Officer	Ongoing review
Lack of gender balance amongst coaches		Child Safeguarding Policy – supervision ratios	- Club Committee - Club Safeguarding Officer	Ongoing review
No guidance for travelling and away trips		- Travel/Away trip policy - Child Safeguarding Training	- Club Committee - Club Safeguarding Officer	Ongoing review
Lack of adherence to procedures in Safeguarding policy (i.e. ratios, physical contact, transport)		- Child Safeguarding policy - Complaints & disciplinary rules and procedures	- Club Committee - Safeguarding Officer - Event organisers	Ongoing review
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy		- Complaints & Disciplinary Rules and Procedures - Communications procedure	- Club Committee - Club Safeguarding Officer	Immediate action needed Greater communication required
Complaints not being dealt with seriously		Complaints & Disciplinary procedure/policy	- Club Committee - Club Safeguarding Officer	Ongoing review
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures		- CI Safeguarding Policy; Reporting procedures - Code of Conduct	- Cycling Ireland - Mandated Person - Club Safeguarding Officer	Make policies and procedures available Include in Safeguarding Training (L1) Include in Coach Education Training
Mandated Person - Not appointed - No knowledge of MP		Statutory Reporting procedures/policy	Cycling Ireland	Publicise identity of Mandated Person Train Mandated Person in their role
No Club Safeguarding Officer / Relevant Person Appointed		- CI Safeguarding Policy - Statutory Reporting procedures/policy	- Cycling Ireland - Club	Train all Safeguarding Officers Publicise identity of Safeguarding Officers

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 ...
Concerns of abuse or harm not reported		- Reporting procedures/policy - Child Safeguarding Training – Level 1	- Mandated Person - Designated Liaison Person	<i>Include in Safeguarding Training (L1)</i> <i>Publicise names of CSOs and MP.</i> <i>Publicise internal and external reporting procedures</i>
Not clear who young person should talk to or report to		Post the names of Club Safeguarding Officer(s) and Mandated Person	- Club Committee - Club Safeguarding Officer - National Safeguarding Officer / Mandated Person	<i>Communicate in Club</i> <i>Include in Safeguarding Training</i>
FACILITIES				
Unauthorised access to designated children's training areas and to changing rooms, showers, toilets etc.		Child Safeguarding policy (supervision)	- Cycling Ireland - Club	<i>Clarify roles and responsibilities before session starts</i>
Unauthorised exit from children's areas		Child Safeguarding policy (supervision)	- Club Committee - Club Safeguarding Officer	<i>Clarify responsibilities before session starts</i>
Photography, filming or recording in prohibited areas		Child Safeguarding policy (photography)	- Club Committee - Event Organisers - Club Safeguarding Officer	<i>Enforce policy in private changing and wet areas</i>
Missing or found child on site		Missing or found child policy	- Club - Event Safeguarding Officer - Any appropriate club personnel	<i>Refer to policy and inform Gardai/PSNI</i>
Children sharing facilities with adults e.g. dressing room, showers etc.		Child Safeguarding policy	- Club Committee - Club Safeguarding Officer - Club Head Coach	<i>Plan with Club Committee to create a suitable child centred environment in shared facilities</i>
RECRUITMENT				

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 ...
Recruitment of inappropriate people		- Child Safeguarding policy (Safe Recruitment) - Vetting – Garda Vetting / AccessNI - Vetting Policy - Safe recruitment policy	- Cycling Ireland/Ulster - Club Committee - Club Safeguarding Officer - Club Committee - Club Safeguarding Officer - Any other appropriate club personnel	Ongoing review
No role description or inadequate role descriptions				Check job description Put supervision in place
Unqualified or untrained people in role		Child Safeguarding policy (Recruitment)	- Club Committee - Club Safeguarding Officer - Cycling Ireland - Any other appropriate club personnel	Check qualification Ongoing review
Lack of awareness of 'risk of harm' with members and visitors		- Child Safeguarding Statement - Training policy	- Club - Club Safeguarding Policy - Cycling Ireland	Communicate Child Safeguarding Statement
COMMUNICATIONS AND SOCIAL MEDIA				
No communication of Child Safeguarding Statement or Child Safeguarding policy to members or visitors		- Child Safeguarding Statement – display - Child Safeguarding policy	- Club Committee - Club Safeguarding Officer	Communicate Child Safeguarding Statement Distribute Code or Sections as appropriate
Lack of awareness of 'risk of harm' with members and visitors		- Child Safeguarding Statement - Safeguarding policy	- Club Committee - Club Safeguarding Officer	Communicate Child Safeguarding Statement
Unauthorised photography & recording of activities		CI Safeguarding policy (Photography)	Club Committee	Ongoing review

			Club Safeguarding Officer	
Inappropriate use of social media and communications by under 18's		- Code of conduct - CI Safeguarding Policy - Complaints & disciplinary rules and procedures	- Club Committee - Club Safeguarding Officer	Ongoing review
Inappropriate use of social media and communications with under 18's		- CI Safeguarding policy - Code of conduct - Complaints & disciplinary rules and procedures	- Club Committee - Club Safeguarding Officer	Ongoing review
Harm not being recognised				
		- CI Safeguarding policy - Child Safeguarding Training	- Club Committee - Club Safeguarding Officer - Any other appropriate personnel	Informal Consultation with Tusla / Gateway NI Ongoing review
Harm caused by - child to child - coach to child - volunteer to child - member to child - visitor to child		- CI Safeguarding policy - Child Safeguarding Training	- Club Committee - Club Safeguarding Officer - Cycling Ireland	Child Protection Reporting Procedures to Tusla or the Gardai (ROI), Gateway NI, PSNI (NI) Ongoing review
General behavioural issues		Code of Conduct	- Club Committee - Club Safeguarding Officer	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
- **Likelihood of harm happening** – the likelihood of the risk occurring in the club 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
- **CI Safeguarding Policy** – this title is the Code of Practice and Safeguarding Procedures for Young and Vulnerable Cyclists www.cyclingireland.ie/page/about/safeguarding/code-of-conduct
- **CSO:** Club Safeguarding Officer (also undertakes the role of Designated Liaison Person)
- **Relevant Person:** Person responsible for information about the Safeguarding Statement in the club. This role is assigned to the Club Safeguarding Officer.
- **Mandated Person:** Mandated persons are people who have contact with children and/or families who, by virtue of their qualifications, training and experience, are in a key position to help protect children from harm. Further details on Mandated Persons can be sourced here <https://www.tusla.ie/children-first/mandated-persons/am-i-a-mandated-person/> or by contacting Cycling Irelands National Safeguarding Officer on safeguarding@cyclingireland.ie

This Safeguarding Risk Assessment document has been discussed and completed by Killarney Cycling Club on **04 /02/ 2025**

Signed: *Kevin Murphy*

Name: KEVIN MURPHY

Chairperson/President:

Date: 4/2/2025

Signed: *Fiona O'Donoghue*

Name: Fiona O'Donoghue

Club Safeguarding Officer:

Date: 4/2/25