



C.L.G Watty Graham

An Gleann

Machaire Rátha

Doire



Child Protection Policy *& Safeguarding Vulnerable People Policy*



Child Protection Policy **&** **Safeguarding Vulnerable People Policy**

"Children have the right to be protected from all forms of violence; they must be kept safe from harm, and they must be given proper care by those looking after them"

(Article 19; UN Convention on the Rights of the Child)

The Club recognises that we have a responsibility to:

- Safeguard and promote the interests and well-being of all those under 18 years who are involved in our club activities;
- Safeguard and promote the interests and well-being of all vulnerable adults who are involved in our club activities,
- Take all reasonable steps to protect children from harm, discrimination or degrading treatment;
- Respect the rights, wishes and feelings of all children and vulnerable adults in our club.

The key principles of this policy are that ...

- The welfare of the child or vulnerable adult is, and must always be, paramount to any other considerations.
- All participants regardless of age, gender, ability or disability, race, faith, culture, size, shape, language or sexual identity have the right to protection from abuse or harm.
- All allegations or suspicions of abuse, neglect, harm and poor practice will be taken seriously and responded to swiftly, fairly and appropriately.

To ensure that best practice is followed by C.L.G Watty Graham, An Gleann, we shall work closely with our governing body and in order to promote best practice in children's sport, we shall comply with the guidelines of the *Code of Ethics & Good Practice for Children's Sport in Ireland*

RATIONALE

All children's sport should be conducted in an atmosphere of fair play. Ireland and the UK have adopted and are committed to the European Code of Sports Ethics, which defines fair play as:

"much more than playing within the rules. It incorporates the concepts of friendship, respect for others and always playing within the right spirit. Fair play is defined as a way of thinking, not just a way of behaving. It incorporates issues concerned with the elimination of cheating, gamesmanship, doping, violence (both physical and verbal), exploitation, unequal opportunities, excessive commercialism and corruption."

(European Sports Charter and Code of Ethics, Council of Europe, 1993)

The Children (Northern Ireland) Order (1995) is based on a clear and consistent set of principles designed with the common aim of promoting the welfare of children. This policy applies to all those involved in C.L.G Watty Graham, An Gleann, coaches, administrators, officials, volunteers, parents and young people.



The Club has the right to:

- Expect all leaders to comply with its Code of Conduct.
- Expect all youth and adult members to maintain standards of reasonable behaviour.
- Take appropriate action if members breach the Code of Conduct or Child Protection Policy or [Safeguarding Vulnerable People Policy](#).
- Expect all members to undertake appropriate training when advised to.
- Expect that leaders will not abuse members physically, emotionally or sexually.
- Take appropriate action in the event of accusations.
- [Ensure that volunteers, coaches etc. are properly checked when they are recruited](#) and acquire pre-employment checks on all coaches as from April 2006, as agreed by the Ulster Council GAA.
- Maintain records on individuals in line with advice from the data protection agency i.e. only hold records on individuals that they have a justifiable reason for holding.

DEFINITIONS

For the purpose of this policy ...

- we define children as any person under the age of 18 years.
- [We define a vulnerable adult as a person who is 18 years of age or over and unable to care independently for themselves. This may be because they have a physical disability, experiencing mental health issues including dementia, have learning disabilities or due illness, injury or have become severely frail through old age. All of which could be either a permanent or temporary state.](#)

EQUALITY STATEMENT

All children [and vulnerable adults](#) should be valued and treated in an equitable and fair manner regardless of ability, age, sex, religion, social and ethnic background or political persuasion. Children, irrespective of ability or disability should be involved in sports activities in an integrated and inclusive way, whenever possible, thus allowing them to participate to their full potential alongside other children.

(Code of Ethics and Good Practice for Children's Sport 2000)

The Club recognises the additional vulnerability of some children [and vulnerable adults](#) and the extra difficulties they may face when seeking help, i.e.

- Dependency due to disability may make some children [or vulnerable adults](#) feel powerless
- On occasions possible limited ability to communicate their feelings
- A negative self image can make children vulnerable to manipulation by others

To address this vulnerability, coaches will seek guidance on working with children with a disability, [or with vulnerable adults](#), from external agencies, parents/guardians and the individuals themselves.



CONFIDENTIALITY STATEMENT

We at C.L.G Watty Graham, An Gleann, will never promise to keep secrets. However, information of a confidential nature will only be communicated on a "need to know" basis, with the welfare of the child paramount.

Considerations of confidentiality will not be allowed to override the rights of children or young members or **vulnerable adults** to be protected from harm.

DESIGNATED PERSONS

The appointed Child Protection / **Safeguarding** Officers during 2014 in C.L.G Watty Graham, An Gleann, are

- Geraldine Carville (Child Protection Officer)
- Una McGrogan (Deputy Child Protection Officer)
- Hugo MacOscar (Male Designated Officer)
- Nuala Bradley (Female Designated Officer)

The appointed Child Protection / **Safeguarding** Officers shall be made known to young members, **vulnerable adults**, coaches and parents alike as the designated person to whom concerns will be addressed. If the concern is about the designated person please report to the Executive Committee Chairperson or another trusted member of the committee, who will be aware of the correct procedures to deal with any concerns.

A list of current club officers and committee members is on display in the club website at www.wattygrahamsgac.com

AWARENESS OF THE ISSUES

Background knowledge in relation to child abuse, the general principles of child protection and the ability to recognise and respond to abuse are important issues. Of primary concern for **C.L.G Watty Graham, An Gleann**, is the issue of Child Protection of our young members within the operation of the club. However, being cognisant of the indicators of abuse in respect of young members caused by others outside the club, is of an equal importance for the safety and well being of that child.

The Children (NI) Order 1995 formally recognises four types of abuse

- Physical** Physical abuse is the deliberate physical injury to a child, or the willful or neglectful failure to prevent physical injury or suffering. This may include hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, confinement to a room or cot, or inappropriately giving drugs to control behaviour.
- Neglect** Neglect is the persistent failure to meet a child's physical and/or psychological needs, likely to result in significant harm. It may involve a parent or carer failing to provide adequate foods, shelter and clothing, failing to protect a child from physical harm or danger, failing to ensure access to appropriate medical care or treatment, lack of stimulation or lack of supervision. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.



Sexual Sexual abuse involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non penetrative acts. They may include non-contact activities, such as involving children in looking at or the production of pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Emotional Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may involve causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Smothering a child's development through over-protection can also be a form of abuse. Some level of emotional abuse is involved in all types of ill treatment of a child, though it may occur alone. Domestic violence, adult mental health problems and parental substance misuse may expose children to emotional abuse.

INDICATORS OF ABUSE

The following is a list of some indicators of abuse, but it is not exhaustive:

PHYSICAL INDICATORS	BEHAVIOURAL INDICATORS
Unexplained bruising in soft tissue areas	Unexplained changes in behaviour - becoming withdrawn or aggressive
Repeated injuries	Difficulty in making friends
Black eyes	Distrustful of adults or excessive attachment to adults
Injuries to the mouth	Sudden drop in performance
Torn or bloodstained clothing	Changes in attendance pattern
Burns or scalds	Inappropriate sexual awareness, behaviour or language
Bites	Reluctance to remove clothing
Fractures	
Marks from implements	
Inconsistent stories/excuses relating to Injuries	



GUIDELINES IN RESPONDING TO A DISCLOSURE

DO's

- ✓ Stay calm.
- ✓ Listen & hear. Give the person time to say what they want.
- ✓ Reassure them that they have done the right thing in telling and that it will be dealt with appropriately.
- ✓ Record in writing what was said as soon as possible.
- ✓ Report to someone else in the organisation - "the designated person".
- ✓ Record your report.

DON'TS

- Panic.
- Promise to keep secrets.
- Enquire into the details of the abuse.
- Make a child repeat the story unnecessarily.

GUIDELINES FOR REPORTING ALLEGATIONS / INCIDENTS OF CHILD OR PERSONAL ABUSE

- Record all incidents reported or observed on an Incident Form (Appendix 1)
- 1 copy to designated person
- Ensure confidentiality - only "need to know basis" (reference confidentiality clause)
- The designated person will be responsible for storing any report in a safe and secure environment
- Please refer to "Guidelines for Dealing with Allegations of Abuse", Cumann Luthchleas Gael, (Second Edition) March 2001

BULLYING

C.L.G Watty Graham, An Gleann

- ✓ Respect every child's need for, and rights to, a play environment where safety, security, praise, recognition and opportunity for taking responsibility are available.
- ✓ [Respect the rights of all vulnerable adults.](#)
- ✓ Respect for every individual's feelings and views.
- ✓ Recognise that everyone is important and that our differences make each of us special.
- ✓ Show appreciation of others by acknowledging individual qualities, contributions and progress.
- ✓ Ensure safety by having rules and practices carefully explained and displayed for all to see.

Bullying

- Bullying will not be accepted or condoned. All forms of bullying will be addressed.
- Bullying can include:
 - Physical pushing, kicking, hitting, pinching etc.
 - Name calling, sarcasm, spreading rumours, persistent teasing and emotional torment through ridicule, humiliation and the continual ignoring of individuals.



- Sectarian/racial taunts, graffiti, gestures.
- Sexual comments and /or suggestions.
- Unwanted physical contact.

- ❑ **Vulnerable adults**, children from ethnic minorities, disabled children, young people who are gay or lesbian, or those with learning difficulties are more vulnerable to this form of abuse and may well be targeted.
- ❑ Everybody has the responsibility to work together to stop bullying – the child **or vulnerable adult**, the parent **or carer** and the coach/volunteer.
- ❑ This club is committed to the early identification of bullying and prompt, collective action to deal with it.
- ❑ Policy and practice will be agreed through consultation with the club, parents, **carers**, children and **vulnerable adults**.
- ❑ Children **and vulnerable adults** should be encouraged to take a role in stopping bullying in the club.
- ❑ Policy and practice will be reviewed regularly in the light of changing needs and changes adopted by other agencies.
- ❑ Coaches and volunteers will be given support when dealing with a bullying incident.

Support to the Child **or Vulnerable person**

- ❑ Children **or vulnerable adults** should know who would listen to and support them.
- ❑ Any advice and assistance should be given by an experienced coach or volunteer.
- ❑ Children **and vulnerable adults** should have access to Helpline numbers.
- ❑ Children **and vulnerable adults** should be told what is being recorded, in what context and why.
- ❑ Systems should be established to open the door to children **and vulnerable adults** wishing to talk about bullying or any other issue that affects them. Barriers to talking need to be broken down to enable children **and vulnerable people** to approach adults.
- ❑ Anyone who reports an incident of bullying will be listened to carefully and be supported, whether the individual(s) being bullied or the individual(s) who is(are) bullying.
- ❑ Any reported incident of bullying will be investigated objectively and will involve listening carefully to all those involved.
- ❑ Children or vulnerable people being bullied will be supported and assistance given to uphold their right to play and live in a safe environment which allows their healthy development.
- ❑ Those who bully will be supported and encouraged to stop bullying.
- ❑ Sanctions involving long periods of isolation, or which diminish and make individuals look or feel foolish in front of others, should be avoided.

Support to the Parents **or Carers**

- ❑ Parents **and Carers** should be advised on club policy and practice about bullying.
- ❑ Any incident of bullying will be discussed with the child's parent(s) **or the carer(s) of the vulnerable person**.
- ❑ Parental **or Carer** advice on action will be sought and agreements made as to what action should be taken.
- ❑ Information and advice on coping with bullying will be given.
- ❑ Support should be offered to the parent(s) **or the carer(s)** including information on other agencies or support lines (e.g. Parentline 0808 800 2222)



YOUTH MEMBERSHIP

At the start of each training/coaching year we will issue Youth Membership Forms for all our youth members to complete (Appendix 2). This will ensure that the coaches have important information for each youth member e.g. contact details for parents, medical information etc. All information will be treated with the strictest of confidence and will only be used if an emergency situation arises.

SAFE RECRUITMENT PROCEDURES FOR VOLUNTEERS / COACHES

- Volunteers and coaches are carefully selected, trained and supervised. The office bearers of the club committee must vouch for their potential involvement and their participation must be ratified by the unanimous approval of remaining coaches.
- All new coaches/ volunteers working with children or young people [or vulnerable adults](#) must complete an application form.
- Declaration of past convictions or cases pending and agreement to have an [ACCESS NI](#) check completed, is of course a pre-requisite to approval to coach as from [2008](#), as agreed by the Ulster Council.
- In cases where a report is returned as part of the [ACCESS NI](#) check with information regarding criminal activity the Child Protection / [Safeguarding](#) Officer and the Chairperson of the Executive Management Committee will consider the contents of the report and make a decision on the suitability of the proposed coach or volunteer to work with children [or vulnerable adults](#).
- **ALL** volunteers/coaches must agree to abide by the club's Child Protection Policy [and Safeguarding Vulnerable People Policy](#) and all are required to sign a pro-forma stating this.
- Any concerns or objections with regard to suitability of a coach or volunteer must be submitted to the "designated person". These matters will be raised with the club committee with appropriate action taken including a formal response in writing to the concerned party if required.

TRAINING FOR VOLUNTEERS/COACHES

- Governing Body approved coaching sessions for volunteers/coaches have been scheduled by the County Board and ALL coaches are expected to qualify to at least Foundation level.
- Education and training in the basics of child protection [and Safeguarding Vulnerable People](#), will apply to all coaches/volunteers/committee members working with the children, young members [or vulnerable people](#). Continuous updating and review of our current Child Protection Policy [and Safeguarding Vulnerable People Policy](#) will be committed to.
- We will ensure that all new coaches have attended child protection awareness workshop within six months of taking up their post. This opportunity will also be made available to parents, [carers](#) and other volunteers to enable a culture of a child-focused and safe club to prevail.



GOOD AND SAFE WORKING / PLAYING PRACTICES

C.L.G Watty Graham, An Gleann agree to provide:

- Proper supervision of children within the club and with a satisfactory ratio of coaches: children. A **maximum** ratio of 1 coach to 20 children will be adhered to. (This will vary dependent on the age group being trained)
- Use of proper, recommended equipment including.
 - Sport specific guidelines e.g. goal posts etc....
 - Identification markers/ cones, clearly visible
 - playing /coaching surfaces, free from debris
- Use of equipment only when supervised by a coach.
- A clearly defined area of play in bounds and safe from vehicular traffic.
- Public Liability Insurance in place, covering all members of the club.
- Only children within same/ similar age bands will be selected for team playing/coaching.
- A first aider and first aid kit on hand in event of an accident, with accident incident book/folder to be marked up at every accident. **All** accidents will be reported to parents.
- In the event of transport being required this will be provided and supervised by coaching/ volunteers in possession of driving license and roadworthy vehicles only. Permission must be sought from parents prior to any transport being facilitated.
- A safe environment for members.
- **Safe changing facilities supervised by at least two adults of the appropriate gender. All club coaches, parents, officials and spectators are aware that adults must not change at the same time, using the same facilities as children or vulnerable adults.**
- Ongoing training and information for coaches and volunteers.
- Implementation of policy and procedures in line with guidance from *Our Duty to Care* and the *Code of Ethics for Children's Sport*.
- Facilitation of open discussion on member protection issues.
- Support to all members who report accusations of abuse.
- Suspected abuse information treated confidentially.
- Appropriate action if members breach standards of reasonable behaviour in line with our code of conduct policy.

- The establishment and maintenance of a coaching register.
- The setting of standards of good practice.
- The designated child protection / **safeguarding** officer has knowledge of statutory child protection procedures and their responsibility in reporting concerns from Co-operating to Safeguard Children DHSSPS.
- That parents / carers are kept informed, therefore parents / carers should have access to the club's policy guidelines for away trips / overnights and the use of photography and video equipment.

The implementation of good and safe working practice is to develop the club in the short, medium and long term to the mutual benefit of the member, the local area and community as a whole.

C.L.G Watty Graham, An Gleann have in place Codes of Conduct for all youth members and adult members including coaches, parents, spectators and administrators. All leaders working with children or vulnerable adults must comply with the club Codes of Conduct. The following



are NOT acceptable and will be treated seriously by the club and may result in disciplinary action being taken by the club.

- Working alone with a child, children, vulnerable adult or adults
- Consuming alcohol whilst responsible for children or vulnerable adults
- Providing alcohol to children or allowing its supply
- Smoking in the presence of children
- Humiliating children or vulnerable adults
- Inappropriate or unnecessary physical contact with a child or vulnerable adult
- Participating in, or allowing, contact or physical games with children or vulnerable adults
- Having an intimate or sexual relationship with any child or vulnerable adult developed as a result of being in a 'position of trust'
- Making sexually explicit comments or sharing sexually explicit material

GUIDELINES FOR REPORTING ACCIDENTS

In the event of an accident, the following procedure will be carried out:-

- Fill in a copy of the Accident Form for **ALL** accidents.
- Contact emergency services/ GP if required.
- Inform parents/guardians or carer(s) if a young person or vulnerable person has been injured.
- Record in detail all facts surrounding the accident, witness's etc.
- One copy of form to incident book/folder.
- An accident book/folder is required for all coaching sessions for Under 6's Under 8's Under 10's, Under 12's, Under 14's, Under 16's and Minors.
- If any coach identifies an action required to prevent a similar accident occurring they are encouraged to inform the Youth Committee/Executive Committee as soon as possible.

PHOTOGRAPHS AND IMAGES OF CHILDREN

C.L.G Watty Graham, An Gleann feel it is important to recognise the achievements and successes of our youth and of the club as a whole. One of the ways to do this is to publish photographs and details of achievements in our local press. As a club we would like to use pictures of our youth members in the local press and at times, on the club website.

We take the issue of child safety very seriously and this includes the images of the children in our care. Our duty to our young members is paramount and this form of publicity must be carefully monitored to ensure that it is consistent with our Child Protection Policy and the Data Protection Legislation.

For this reason we have put the following guidelines into place:

- ❑ We ask parental consent for the club to take and use photographs of their children and for permission to use the press and media to promote the youth programme.
- ❑ Photographs and interviews will at all times take place in the presence of a coach.
- ❑ We will only use team photographs and action photographs on our website.
- ❑ Action and individual photographs will only be used, with individual parental consent, prior to the inclusion on the club website or in the local press.

The Child Protection in Sport Unit (CPSU) also recommends the following practices which we shall adopt;



- Provide a clear brief to the photographer about what is considered appropriate in terms of content and behaviour.
- At the beginning of each year ensure that parents are asked to sign a photograph consent form for their child/children.
- Inform children and parents that a photographer will be in attendance at an event and ensure they consent to both the taking and publication of films or photographs.
- Do not allow unsupervised access to children or one to one photo sessions at events.
- Do not approve/allow photo sessions outside the events or at a child's home.
- Children and parents should be informed that if they have concerns they could report these to the organiser.
- Concerns regarding inappropriate or intrusive photography should be reported to the event organiser or official and recorded in the same manner as any other child protection concern.

GUIDELINES ON TRANSPORTING A CHILD OR YOUNG PERSON OR VULNERABLE ADULT IN YOUR CAR

The Child Protection in Sport Unit and guidance from the Sports Council for Northern Ireland encourages coaches not to take children on journeys alone in their car.

Best practice is clearly to avoid transporting a child **or vulnerable adult** alone, but we recognise that in some circumstances it is an essential part of an individual's participation in training and competition.

If all alternatives have been exhausted and an adult has to transport a child **or vulnerable adult** these are the safety measures that C.L.G Watty Graham, An Gleann have put in place to minimise the risk:

- ❑ The driver like all coaches / volunteers who have access to children **or vulnerable adults** in our club should have agreed to a Pre-employment Consultancy Service check (e.g. ACCESS NI) being carried out on them. The club should also have sight of the driver's license to ensure there are no endorsements.
- ❑ Parents **or carers** should be informed of the person who will be transporting their child **or vulnerable person**, the reasons why and how long the journey will take.
- ❑ A person other than the planned driver should talk to the child **or vulnerable adult** about transport arrangements to check they are comfortable about the plans.
- ❑ The driver (and club) must ensure that they have insurance to carry others, particularly if they are in a paid position or claiming expenses.
- ❑ The driver should attempt to have more than one passenger in the car.
- ❑ Coaches should avoid leaving off after a match or training session but if this is necessary coaches / volunteers should alternate which passenger is dropped off last. Ideally two children **or vulnerable adults** would be left off at an agreed point i.e. one of their family homes.
- ❑ The person who leaves children **or vulnerable adults** home should be alternated; this would reduce the risk of any one individual from always being alone with the children **or vulnerable adults**.
- ❑ The driver should have a point of contact and mobile phone should they break down.
- ❑ Our club must ensure that children **or vulnerable adults** are aware of their rights and they have someone to turn to or report any concerns they may have. If a culture of safety is created within our club then the individual is more likely to talk to another person if they are feeling uncomfortable about a situation.



- ❑ Children **or vulnerable adults** should wear seatbelts at all times. The driver is legally responsible to ensure that a child under 14 wears a seatbelt (i.e. the adult would have to pay any fine) but morally responsible to ensure all passengers wear seatbelts.
- ❑ In the instance of late collections these can present the club and coaches with particular difficulties. Parents/guardians will be provided with reminders addressing the issue and outlining their responsibility and the consequences of late collections. This issue will be addressed through the youth newsletters. Our club, through the membership forms have contact numbers for parents/guardians and if possible should be provided with an alternative contact number. Parents/guardians have a contact number for the club/coach to inform them of emergencies and possible late collections. Appropriate action will be agreed on an individual basis if children **or vulnerable adults** are continually collected late. Each individual case will be discussed and the Youth Committee will agree appropriate action.

Like all advice these procedures will only reduce the risk and still the best advice is to avoid transporting children **or vulnerable adults alone in a car.**

USE/MISUSE OF MOBILE PHONES

C.L.G Watty Graham, An Gleann understands and respects the importance that parents/guardians place on the use of mobile phones as a means of contacting their children **or vulnerable adults** when away from the home setting. However, there are times that the use of mobile phones must be limited in order to protect all individuals within the club. For this reason we have placed the following limitations on the use of mobile phones in our club activities;

- It is recommended that children **or vulnerable adults** are discouraged from bringing mobile phones to training sessions to avoid loss and damage.
- It is the responsibility of parents, carers and children to ensure that mobile phones are kept in a safe and secure place at all times.
- The club holds no responsibility for mobile phones lost or stolen while on club premises or while away from club premises attending away games.
- Children **and vulnerable adults** are forbidden to use mobile phones, and, in particular, picture/video phones in dressing rooms while on club grounds or while attending away games.
- The misuse of mobile phones will be taken seriously by all club members and persistent misuse will be brought to the attention of the Child Protection / Safeguarding Officer to be actioned.

SUPERVISION OF DAY / OVERNIGHT TRIPS AWAY FROM THE CLUB

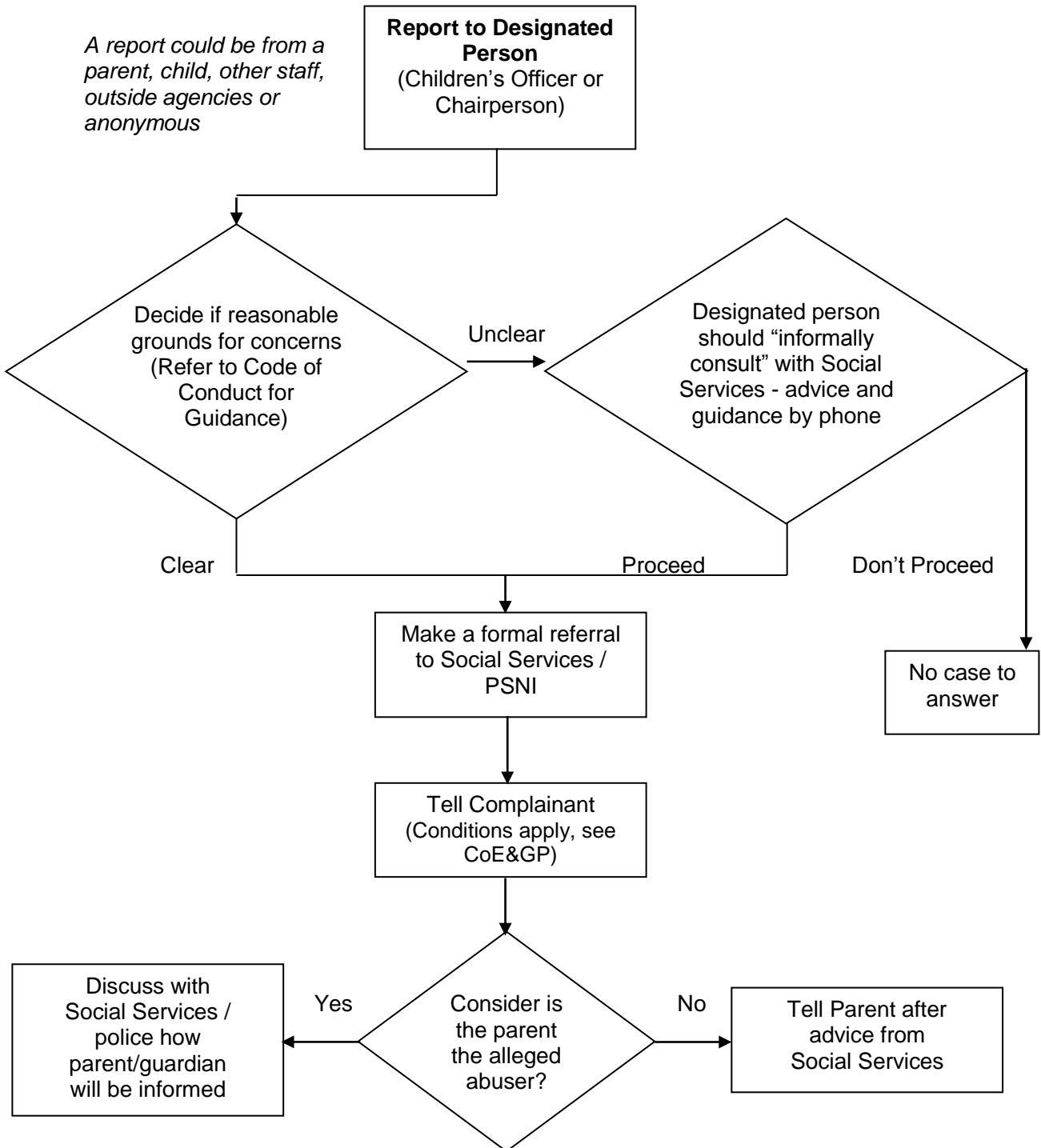
- ❑ Written permission of parent/guardians and carers of vulnerable adults should be obtained for all away day or overnight trips.
- ❑ The Away Trip Consent Form should be completed by a parent/guardian or carer before a child **or vulnerable adult** can participate in an away day / overnight trip away from home.
- ❑ Medical conditions or special needs details of children **or vulnerable adults** should be sought from parents/guardians or carers.
- ❑ Emergency contact details of parents/guardians or carers should be sought and recorded.

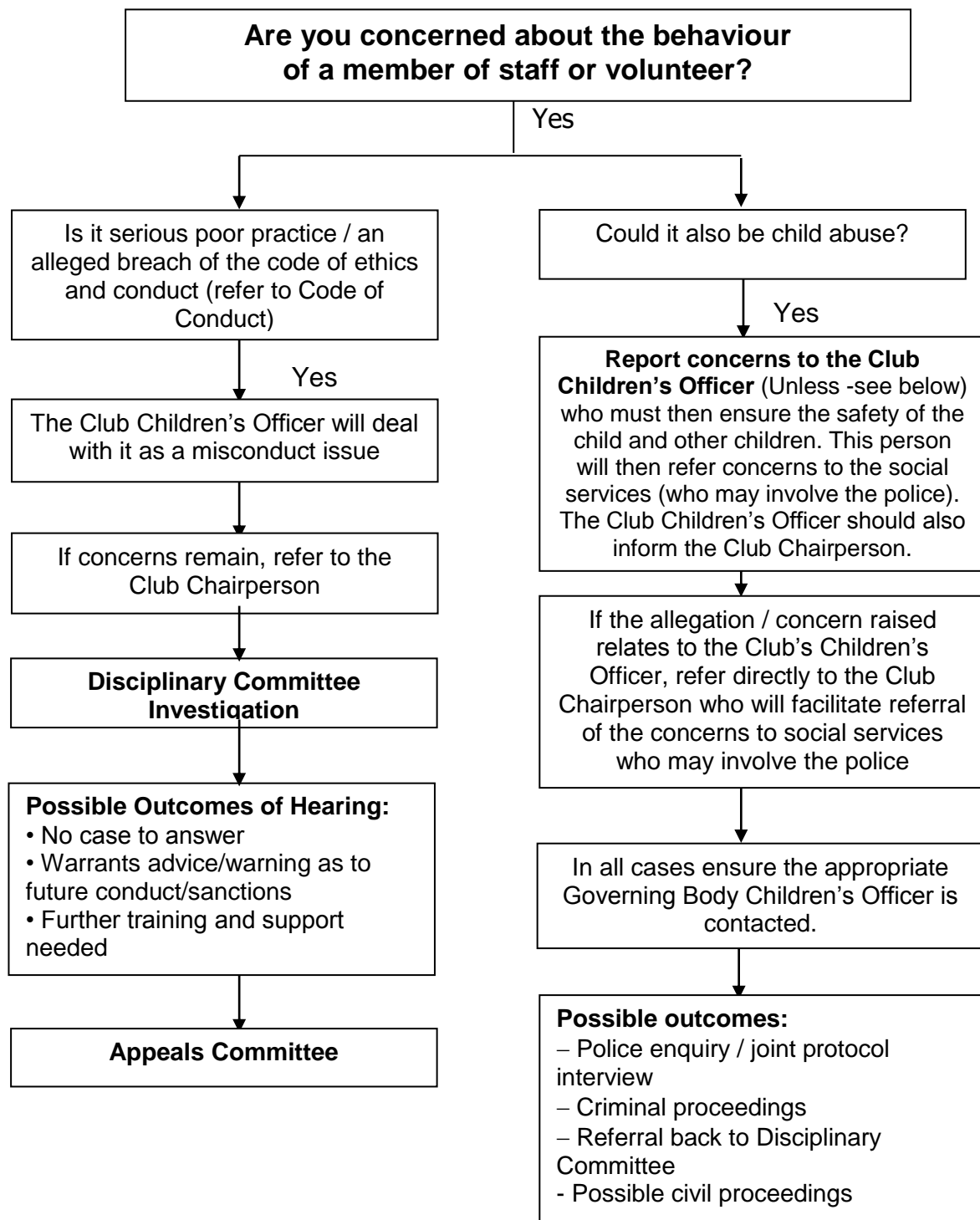
Details of the away trip should be given to parents/guardians and carers e.g. location, guidelines in respect of clothing, provision of lunches etc.



WHAT STEPS NEED TO BE TAKEN WHEN REPORTING CONCERNS

When the complaint is about possible abuse outside the organisation





If you do not know who to turn to for advice or are worried about sharing your concerns with a senior colleague, you should contact the Social Services direct (or the NSPCC on 0808 800 5000 or Child line on 0800 1111). At any stage during the process in the left hand column the issue can be referred externally either formally or informally for advice.

Following the external (right column) outcome the matter may be referred back to the club's Disciplinary Committee.



CHILD PROTECTION INCIDENT FORM

(An incident could be a child protection issue, theft, bullying, a child running away, abuse from a member of another team etc.)

Club or Agency:
Your name:
Your position:

Child's name:
Child's address:

Parents / Carers names and address:
School:
Child's Date of Birth:

Date and time of any incident:
Your observations:
Exactly what the child said and what you said: (Remember; do not lead the child – record actual details. Continue on separate sheet if necessary)
Action taken so far:



External agencies contacted (date & time)	
Police Yes / no	If yes – which: Name and contact number: Details of advice received:
Social services Yes / no	If yes – which: Name and contact number: Details of advice received:
Governing Body Yes / no	Name and contact number: Details of advice received:
Local Council / Education Dept. Yes / no (If appropriate)	If yes – which: Name and contact number: Details of advice received:
Other (e.g. NSPCC) Yes / no	Which: Name and contact number: Details of advice received:
Signature:	
Print name:	
Date:	

Remember to maintain confidentiality on a *need to know* basis – only if it will protect the child. Do not discuss this incident with anyone other than those who need to know.

NB A copy of this form should be sent to social services after the telephone report and to The Governing Body Children’s Officer for monitoring purposes.



Declaration

This document has been approved by the Club Executive Committee and serves as the working Child Protection Policy and Safeguarding Vulnerable people Policy of C.L.G Watty Graham, An Gleann.

Signed: _____
Chairperson

Date: _____

Signed: _____
Secretary

Date: _____

THIS POLICY SHOULD BE READ IN CONJUNCTION WITH...

“Code of Ethics and Good Practice for Children’s Sport, Sport Northern Ireland 2007.

Children (NI) Order 1995

Our Duty to Care NI, DHSSPS 2007

Getting it Right, DHSSPS 2004

Co-operating to Safeguard Children DHSSPS 2003

Protection of Children and Vulnerable Adults (NI)

Area Child Protection Committee – Regional Child Protection Policy 2005

Safeguarding Vulnerable Groups (NI) Order 2007

“Gaelic Athletic Association Official Guide - Part 1”
Published by the Central Council of the Association
Croke Park, Dublin 3, June 2008

“Code of Best Practice for Youth Sport”
Cumann Luthchleas Gael, December 2002

“Guidelines for Dealing with Allegations of Abuse”
Cumann Luthchleas Gael, (Second Edition) March 2001