



Irish Judo Association

Safeguarding Policy

Glossary of Terms:

Safeguarding or Child Protection: The term child protection has been extended to safeguarding as it reflects the wider responsibility for health safety and prevention as well as just protection from abuse.

It may be defined as: **Doing everything possible to minimise the risk of harm to children, young people & vulnerable adults.**

Safeguarding is about being proactive and putting measures in place in advance of any contact with children, young people & vulnerable adults to ensure that they are going to be kept safe. This could include:

- Ensuring staff/volunteers are properly checked when they are recruited
- Guidelines for people who come into contact with children, young people & vulnerable adults as part of their role to ensure they know what they need to do to keep them safe
- Guidelines for planning an event or activity with children, young people & vulnerable adults and putting measures in place to minimise the risk of safeguarding issues occurring.

Children & Young People (Child/Juvenile/Junior/Underage): A child or young person is defined by the law in both jurisdictions as a person under the age of 18 years. For the purposes of this document the term children & young people applies to all under the age of 18.

Vulnerable Adult: A vulnerable adult is defined as a person who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is unable to take care of him or herself or unable to protect him or herself against significant harm or exploitation.

Parent/guardian: For the purposes of this document when referring to parent/guardian the term is used to include parents, legal guardians, and/or carer.

Coach/Trainer/Sports Leader: A coach is a person who assists the young participant to develop his or her skills and abilities in a progressive way.

Manager: A manager is an individual who takes overall responsibility for a team or a group of sports people and who will often have a direct input into the nature and organization of the activity itself.

A disclosure is defined as a specific allegation of abuse. It may or may not be made against a named individual.

A suspicion is when concern is expressed about abuse that may have taken place or concern that abuse may take place.



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Designated Person/ Children's Officers: Is the person who is responsible for reporting allegations or suspicions of child abuse to the Statutory Authorities and acts as a resource with organisations for children. This person will also be responsible for dealing with any course about protection of young people.

Statutory Authorities: The authorities who promote the protection and welfare of young people and vulnerable adults who have the responsibility for the investigation and/or validation of suspected child abuse, i.e., in the ROI it is An Garda Síochána and the Child and Family Agency (TULSA), and in NI it is the Police Service of Northern Ireland (PSNI) and the Health and Social Care Trust (HSCT).

Policy Statement

The Irish Judo Association has agreed and adopted the following Child Protection & Safeguarding Policy;

1. To fully commit to the safety and welfare of its members especially young or vulnerable persons by promoting and prioritising safeguarding.
2. Ensure the protection, safety and welfare of a child or young person is of paramount importance
3. Ensure that everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognize, identify and respond to signs of safeguarding concerns.
4. Ensure appropriate action is taken in the event of incidents/concerns and support is given to those who raise or disclose a concern. The relevant statutory authorities (Child & Family Agency, Health & Social Care Trusts, Police Service NI & An Garda Síochána) shall receive full so-operation in any matter relating to the protection, safety and welfare of a child or young person.
5. Any matter concerning the protection, safety and welfare of a child or young person shall be treated with all confidentiality.
6. Implement all policies and practices pertinent for the protection, safety and welfare of a child or young person and ensure robust safeguarding arrangements and procedures are in operation.
7. The Safeguarding Policy will be reviewed by the organisation on a regular basis.
8. To inform all clubs of the 'Sport Ireland Code of Ethics' manual
<http://www.sportireland.ie/Participation/Code of Ethics/Code of Ethics Manual/>



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Safeguarding Policy - Club Requirements

Club Structure - a number of changes will have to be made to the structure of a local club. A Children's Officer will now have to be appointed within each club. This person must undergo the Basic Awareness Child Protection Course.

Clubs will also have to comply with the new guidelines with regards to Safeguarding:

1. Club Constitution must be amended to reflect Safeguarding requirements
2. All Clubs must appoint two club members to hold the following roles - a) Children's Club Officer, b) Designated Person
3. The Children's Officer and Designated Person must sit on the Club's Executive Committee to report on Safeguarding/Child Protection issues
4. The Club's Children's Officers must complete Safeguarding 1, 2 & 3 formerly known as the Basic Awareness Child Protection Course (please provide details of the course on a separate sheet e.g. certificate number, and where possible attach a copy of the Certificate received)
5. Club Children's Officers and Designated Liaison Persons to attend Specific Children's Officer training (please provide details of the course on a separate sheet e.g. certificate number, and where possible attach a copy of the Certificate received)
6. All Head Club Coaches should complete Safeguarding 1 & 2 & Assistant Club Coaches should complete Safeguarding 1 at a minimum
7. Safeguarding/Child Protection must be an item on the Club's Executive Committee Monthly Agendas
8. All clubs should have a robust recruitment process, including vetting, references and interview for all committee members, coaches and all staff/volunteer members
9. All Club members signed up to the club child protection code in conjunction with the national programme
10. A complaints procedure should be in place for each club
11. Adult Supervision should be available during all children's activities for judo classes & competitions

Child Welfare and Protection Procedures

Irish Judo Association accepts that organisations, which include young people among its members, are vulnerable to the occurrence of child abuse. Below are the procedures for dealing with any welfare or protection issue that may arise. Child welfare and the protection of young people is the concern of all adults at all times, irrespective of their role within the organization.

If there are grounds for concern (see Sport Ireland Code, page 44), about the safety or welfare of a young person you should react to the concern. Persons unsure about whether or not certain behaviours are abusive and therefore reportable, should contact the duty social worker in the local health service executive or social services department where they will receive advice. Grounds for concern include a specific indication from a child, a statement from a person who witnessed abuse or an illness, injury or behaviour consistent with abuse.

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A report may be made by any member in the club but should be passed on to the Designated Person/ Children's Officer in that club who may in turn, have to pass the concern to the local Statutory Authorities or the National Children's Officer. It is not the responsibility of anyone working within Irish Judo Association in a paid or voluntary capacity, or those working in affiliated organisations, to take responsibility or decide whether or not child abuse is taking place. That is the job of the local statutory authorities. However, there is a responsibility to protect children by assisting the appropriate agencies so that they can then make enquiries and take any necessary action to protect the young person.

Everyone should follow both procedures outlined below, firstly the procedure for responding to a child in distress and secondly the procedure for reporting the concern.

Response to a Child Disclosing Abuse

When a young person discloses information of suspected abuse you should:

- (a) Deal with any allegation of abuse in a sensitive and competent way through listening to and facilitating the child to tell about the problem, rather than interviewing the child about details of what happened.
- (b) Stay calm and not show any extreme reaction to what the child is saying. Listen compassionately, and take what the child is saying seriously.
- (c) Understand that the child has decided to tell you something very important and has taken a risk to do so. The experience of telling should be a positive one so that the child will not mind talking to those involved in the investigation.
- (d) Be honest with the child and tell them it is not possible to keep the information a secret.
- (e) Make no judgmental statements against the person whom the allegation is made.
- (f) Not question the child unless the nature of what s/he is saying is unclear. Leading questions should be avoided. Open, non-specific questions should be used such as "Can you explain to me what you mean by that".
- (g) Check out the concerns with the parents/guardians before making a report unless doing so would endanger the child or compromise an investigation.
- (h) Give the child some indication of what would happen next, such as informing parents/guardians, health service executive or social services. It should be kept in mind that the child may have been threatened or may feel vulnerable at this stage.
- (i) Carefully record the details.
- (j) Pass on this information to the Designated Person (Mr John Martin)
- (k) Reassure the child that they have done the right thing in telling you



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Reporting Suspected or Disclosed Child Abuse

The following steps should be taken in reporting child abuse to the statutory authorities:

- (a) Observe and note dates, times, locations and contexts in which the incident occurred or suspicion was aroused, together with any other relevant information.
- (b) Report the matter as soon as possible to the designated person (Mr John Martin) with responsibility for reporting abuse if the Designated Person has reasonable grounds for believing that the child has been abused or is at risk of abuse, s/he will make a report to the health service executive/social services who have statutory responsibility to investigate and assess suspected child abuse.
- (c) In cases of emergency, where a child appears to be at immediate or serious risk and the Designated Person is unable to contact a duty social worker, the police authorities should be contacted. Under no circumstances should a child be left in a dangerous situation pending intervention by the Statutory Authorities.
- (d) If the Designated Person is unsure whether reasonable grounds for concern exist s/he can informally consult with the local health board/social services, (see Sport Ireland code page 46). S/he will be advised whether or not the matter requires a formal report.

A Designated Person reporting suspected or actual child abuse to the Statutory Authorities will first inform the family of their intention to make such a report, unless doing so would endanger the child or undermine an investigation.

The Protection for Persons Reporting Child Abuse Act, 1998 provides immunity from civil liability to persons who report child abuse 'reasonably and in good faith' to the Health Service Executive or the Gardaí (See 5.13.1 – ISC. Code). The act also covers the offence of 'false reporting'. The main provisions of the Act are:

1. The provision of immunity from civil liability to any person who reports child abuse "reasonably and in good faith" to designated officers of Health Service Executive or any member of An Garda Síochána;
2. The provision of significant protections for employees who report child abuse. These protections cover all employees and all forms of discrimination up to and including, dismissal;
3. The creation of a new offence of false reporting of child abuse where a person makes a report of child abuse to the appropriate authorities "knowing that statement to be false". This is a new criminal offence designed to protect innocent persons from malicious reports.



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This law does not exist in Northern Ireland, but an individual who reports concerns in 'good faith' is not deliberately attempting to slander another person's name. In Northern Ireland there is legislation, the Criminal Law Act (NI) 1967 which places the responsibility on everyone to report offences or to forward information to the police by emphasizing the, 'duty of every other person, who knows or believes, (a) that the offence or some other arrestable offences has been committed: and (b) that he has information which is likely to secure, or to be material assistance in securing, the apprehension, prosecution or conviction of any person for that offence'

Allegation against Sports Leaders

Irish Judo Association has agreed procedures to be followed in cases of alleged child abuse against Sports Leaders. If such an allegation is made against Sports Leader working within the club/association, two procedures should be followed:

- The reporting procedure in respect of suspected child abuse (reported by the designated person/children's officer), see previous page
- The procedure for dealing with the Sports Leader (carried out by the club Chair or senior officer, or a person not already involved with the child protection concern)

The safety of the child making the allegation should be considered and the safety of any other children who may be at risk. The club should take any necessary steps that may be necessary to protect children in its care. The issue of confidentiality is important. Information is on a need to know basis and the Sports Leader should be treated with respect and fairness.

The reporting procedure

If the designated person has reasonable grounds for concern, the matter should be reported to the local health board/ social services, following the standard reporting procedure.

The Sports Leader

While the designated officer makes the report to the local health board, the Chair of the club should deal with the Sports Leader in question.

- The Chair should privately inform the leader that (a) an allegation has been made against him / her and (b) the nature of the allegation. He / she should be afforded an opportunity to respond. His / her response should be noted and passed on to the health board / social services
- The leader should be asked to step aside pending the outcome of the investigation. When a person is asked to step aside it should be made clear that it is only a precautionary measure and will not prejudice any later disciplinary proceedings.



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The governing body should be informed by the Designated Person that the leader has been asked to stand aside. Governing bodies can consider disciplinary action on the leader but should ensure that this does not interfere with the investigation of the Statutory Authorities. It is important that governing bodies consider the outcome of the investigation and any implications it might have. The fact that the alleged abuser has not been prosecuted or been found guilty does not mean that they are appropriate to work with young people in the future.

Confidentiality

Confidentiality should be maintained in respect of all issues and people involved in cases of abuse, welfare or bad practice. It is important that the rights of both the child and the person about whom the complaint has been made are protected.

The following points should be kept in mind:

- A guarantee of confidentiality or undertakings regarding secrecy cannot be given, as the welfare of the child will supersede all other considerations.
- All information should be treated in a careful and sensitive manner and should be discussed only with those who need to know.
- Information should be conveyed to the parents / guardians of the child in a sensitive way.
- Giving information to others on a 'need to know' basis for the protection of child is not a breach of confidentiality.
- All persons involved in a child protection process (the child, his/her parents/guardians, the alleged offender, his/her family, Sports Leaders) should be afforded appropriate respect, fairness, support and confidentiality at all stages of the procedure.
- Information should be stored in a secure place, with limited access only to designated people.
- The requirements of Data Protection laws should be adhered to.
- Breach of confidentiality is a serious matter.

Anonymous Complaints

Anonymous complaints can be difficult to deal with but should not be ignored. In all cases the safety and welfare of the child/children is paramount. Any such complaints relating to inappropriate behaviour should be brought to the attention of the Designated Person (Antoinette McMahon). The information should be checked out and handled in a confidential manner.

Rumours

Rumours should not be allowed hang in the air. Any rumours relating to inappropriate behaviour should be brought to the attention of the Designated Person, (Mr John Martin) and checked out without delay.

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Clubs with any questions or queries should contact the National Children's Officer at:
info@jfm.ie or 087 9595944

Mr John Martin
National Children's Officer
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