



IJA Safeguarding Training Policy



This policy supports the IJA Safeguarding Statement under the Children First Act 2015 Section 11(3) (ROI). This policy sets out the accepted Safeguarding Workshops for Ireland and Northern Ireland together with any specific requirements for attendance and renewal of certification.

'Any individual whose role will have ongoing contact with our young members or vulnerable persons in the provision of our activities must complete safeguarding training (as part of best practice the IJA would encourage anyone involved who may not have ongoing contact with our young members to complete safeguarding training - including parents).'

A list of typical roles to attend training appropriate to their role is included at the end of this policy.

Renewing Safeguarding certificates

Safeguarding training requires renewal **every 3 years** – see below.

N.B. *If you do not hold a valid safeguarding training certificate, you cannot continue in your role until you refresh your training.*

Accepted Workshops – Sport Ireland (ROI)

Safeguarding Workshops are outlined as follows (mainly delivered though the Local Sports Partnership network),

- **Safeguarding 1 (attending a Face-to-Face or an On-Line workshop delivered by a qualified Sport Ireland/LSP tutor)**

Certification validation period = 3 years

Required attendees: any person working with or has interaction with or who is involved in the planning/administration of our activities or events with our young members, (others can attend).

Renewal: Safeguarding 1 certificate may be renewed by completing.

Safeguarding 1 (face to face or on-line workshop with qualified Sport Ireland/LSP tutor)

Or

Safeguarding 1 Refresher (e-learning module – see next)

N.B. You can only avail of refresher e-learning module if your Safeguarding 1 Workshop certificate is within the last 3 years and has not expired.

- **Safeguarding 1 Refresher (e-learning module)**

Prerequisite: Valid Safeguarding 1 certificate (i.e., completed workshop within the last 3 years)

Certification Validation period = 3 years

Expected attendees: any person having completed Safeguarding 1 (face to face or on-line workshop delivered by a Sport Ireland/LSP tutor) within the last 3 years.

Renewal: Safeguarding 1 Refresher certificate **may only** be renewed by attendance at Safeguarding 1 (face to face workshop or on-line three-hour workshop delivered by a qualified Sport Ireland/LSP tutor). Link for e-learning module - <https://able.ineqe.com/apps/sportireland/coaches/>

Advanced Safeguarding Workshops – Role specific are outlined as follows:

- **Safeguarding 2 (Club Children’s Officer Workshop – Face to Face or On-Line workshop delivered by a qualified Sport Ireland/LSP tutor)**

Prerequisite: Valid Safeguarding 1/Safeguarding 1 Refresher certificate (i.e., within last 3 years)

Validation period = 3 years

Required attendees: any person taking on the role of Club Children’s Officer (others can attend)

Renewal: Safeguarding 2 certificate may only be renewed by attendance at Safeguarding 2 (CCO face to face or on-line workshop, delivered by a qualified Sport Ireland/LSP tutor)

- **Safeguarding 3 (Designated Liaison Person Workshop – Face to Face or On-Line workshop delivered by a qualified Sport Ireland/LSP Tutor)**

Prerequisite: Valid Safeguarding 1 or Safeguarding 1 Refresher certificate

Certificate Validation period = 3 years

Required attendees: any person taking on the role of Designated Liaison Person (but others can attend)

Renewal: Safeguarding 3 may only be renewed by attendance at Safeguarding 3 (face to face or on-line three-hour workshop, delivered by a qualified Sport Ireland/LSP tutor).

Accepted Workshops – Sport Northern Ireland

Basic Safeguarding Workshops are outlined as follows.

- **Basic Safeguarding Workshop - Safeguarding Children & Young People in Sport (SC&YP) – Face to Face or On-Line workshop delivered by a qualified tutor.**

Validation period = 3 years

Required attendees: any person working with or has interaction with or who is involved in the planning/administration of activities or events with our young members (others can attend).

Renewal: Safeguarding SC&YP certificate may be renewed by attendance at Safeguarding SC&YP (face to face workshop or on-line workshop delivered by a qualified tutor)

Or

Safeguarding 1 Refresher (e-learning module). Can only avail of refresher module if SC&YP Workshop certificate is within the last 3 years.

- **Safeguarding 1 Refresher (e-learning module)**

Prerequisite: Valid Safeguarding Children & Young People Workshop Certificate (i.e., completed workshop within the last 3 years)

Validation period = 3 years

Expected attendees: any person having completed Safeguarding SC&YP within 3 years

Renewal: Safeguarding 1 Refresher certificate may only be renewed by attendance at Safeguarding Children & Young People face to face or on-line workshop, delivered by a qualified tutor.

Advanced Safeguarding Workshops – Role specific are outlined as follows:

- **Designated Safeguarding Children’s Officer Training (DSCO) – Face to Face or On-Line workshop with qualified tutor**

Prerequisite: Valid Safeguarding Children & Young People Workshop Certificate (i.e., completed within last 3 years)

Validation period = 3 years

Expected attendees: any person taking on the role of Club Children’s Officer (others can attend)

Renewal: Designated Safeguarding Children’s Officer Training may only be renewed by attendance at Designated Safeguarding Children’s Officer face to face or on-line workshop with qualified tutor.

Typical Roles and required training.			
Role	Safeguarding 1/SC&YP	Safeguarding 2/ DSCO	Safeguarding 3/ DSCO
Head Coach/Coach	X		
Committee Member	X		
Referee	X		
Table Official	X		
Team Manager	X		
Mandated Person	X		X
Designated Liaison Person	X		X
Club Children’s Officer	X	X	
Relevant Person (Point of contact for Child Safeguarding Statement – Children First Act 2015)	X		
Tutor	X		
Parent	X		
Chaperone	X		
Staff	X		

Footnotes

- *It is the responsibility of the individual and club to ensure that anyone working with, or has interaction with, or who is involved in the planning/administration of activities or events with young member holds a valid certificate.*
- *Validation period commences from the date of workshop completion/date of certificate.*

SUMMARY OF ROLES & OUTCOMES FROM WORKSHOPS

Safeguarding 1 – Coaches, Volunteers & Club Children’s Officers

All Coaches and Children's Officers must first complete Safeguarding 1. This course educates coaches and volunteers on the implementation of best practice in protecting the welfare of children involved in sport.

- Implement best practice in protecting the welfare of participants through Safeguarding Policy & Procedures.
- Create a child-centred environment within the Club.
- List categories of abuse and indicators associated with abuse.
- Make a report to the appropriate Statutory Authority.
- Make a report to an IJA Designated Liaison Person, and or the IJA’s Mandated Person.

Safeguarding 2 – Club Children’s Officer

A person appointed to the Club Children's Officer position in a club must have completed Safeguarding 1. This course will help the Club Children's Officer to carry out the function of their role in the club and support the implementation of best practice in the club. Participants will also receive a Club Children's Officer Action Planning document as part of the training. Club Children's Officers should be child centred in focus and have as the primary aim the establishment of a child centred ethos within the club. S/he is the link between the children and the adults in the club. S/he also takes responsibility for monitoring and reporting to the Club Management Committee on how club policy impacts on young people and Sports Leaders.

- Implement best practice in protecting the welfare of underage members.
- Create a child-centred environment within the club.
- Understanding and awareness of IJA Safeguarding Structures.
- Reflect on the Club Children’s Officer role & develop an action plan/Child Safeguarding Risk Assessment & Child Safeguarding Statement as per Children First Act 2015.
- Understand how to communicate with young people.
- Deal with Code of Conduct breaches and manage Safeguarding issues.

Safeguarding 3 – Designated Liaison Person

Every club should designate a person to be responsible for dealing with any concerns about the protection of children. The Designated Liaison Person is responsible for reporting allegations or suspicions of child abuse to TULSA Child and Family Agency or Social Services (NI) and/or An Garda Síochána / PSNI. It is recommended that this person is a senior club person. However, if there is difficulty identifying a separate individual to take this role, the Club Children's Officer can be appointed as Designated Liaison Person once the club is clear about the responsibilities of each role – an active judo coach cannot hold the role of Designated Liaison Person. The club's safeguarding policy and procedures should include the name and contact details of the Designated Liaison Person and the responsibilities attached to the role.

- Awareness of Legislation.
- Understanding and awareness of Irish Judo Association Child Safeguarding Structures.
- Understanding of your role as Designated Liaison Person.
- Understanding of dealing with Allegations & Concerns of Abuse.
- Understanding and awareness of communications with Parents/Agencies as appropriate.
- Understanding and awareness of reporting Procedures.