



Safeguarding Children and Vulnerable Persons Policy 2014

This Safeguarding policy is based on guidelines and legislation outlined in the following documents:

- Code of Ethics and Good Practice for Children's Sport - Sport Northern Ireland and Irish Sports Council.
- Article 30 of the UN Convention on Rights of the Child, which recognizes the 'right to participation in cultural life, recreation, leisure and sport'.

For Republic of Ireland, Rowing Ireland and RoI Clubs reference should also be made to;

- Children First: National Guidance for the Protection and Welfare of Children" [2011]
- National Vetting Bureau (Children & Vulnerable Persons) Act 2012
- Children First Bill 2014
- Criminal Justice (Withholding of Information on Offences against Children & Vulnerable Persons) Act 2012

For Northern Ireland, the RI Ulster Branch and NI Clubs reference should also be made to;

- Children (NI) Order, 1995
- Co-operating to Safeguard Children, 2003
- Area Child Protection Committee Regional Policy and Procedures, 2005
- Our Duty to Care, DHSSPS 2012
- Getting It Right, DHSSPS 2012
- Safeguarding Vulnerable Groups (NI) Order 2007
- Protection of Freedoms Act 2012

Glossary

For the purposes of this policy and the associated templates and guidance the following terms are given the stated meaning:

Children and young people means people under the age of 18 years.

Vulnerable Person means vulnerable people aged 18 or over and includes older people, people with a learning, physical or sensory disability and people with mental illness or dementia. It also includes informal carers, who provide personal assistance on an unpaid basis.

Vulnerable Groups includes all Children and young people, and all Vulnerable Persons, as defined above.

This policy and associated templates and guidance shall be read to apply to Children, young people and vulnerable persons, unless specifically stated.

Safeguarding -The term child protection has been extended to safeguarding as it reflects the wider responsibility for health & safety & prevention as well as just protection of vulnerable groups from abuse. The word safeguarding has been used with increasing frequency over the last few years in a wide range of settings and situations, going well beyond the world of children and child protection. It may be defined as:

Doing everything possible to minimise the risk of harm to children, young people and vulnerable persons.

Safeguarding is about being proactive and putting measures in place in advance of any contact with participants to ensure that children and vulnerable persons are going to be kept safe. This could include:

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

The following is a safeguarding policy and clubs should see <http://www.rowingireland.ie/club-development/documents/> or further sport specific samples; procedures and guidelines required to ensure the policy can be implemented or visit the RI Safeguarding Appendices.

Date Agreed by Rowing Ireland Board 6th July 2014

Date for Review ___July 2017_____

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POLICY STATEMENT

Children, young people and vulnerable persons have the right to live their lives to the fullest potential, to be protected, and to be able to participate and enjoy activities and to be treated with dignity and respect.

We at **Rowing Ireland** are committed to good practice which protects children and vulnerable persons from harm. Staff and volunteers accept and recognise their responsibility to provide an environment which promotes safety at all times. To achieve this we will:

- Develop an awareness of the issues which may lead to children and vulnerable persons being harmed.
- Create an open environment by identifying a 'Designated Person' who will act as the Safeguarding/Childrens Officer to who people can turn if they need to talk.
- Adopt child/vulnerable person centred and democratic coaching styles.
- Adopt Safeguarding guidelines through codes of conduct for members and all adults working at **Rowing Ireland**. Adult workers include coaches, parents and volunteers.
- Ensure careful recruitment, selection and management procedures. These procedures will include regular support & supervision is provided to staff/volunteers.
- Ensure complaints, grievance and disciplinary procedures are available and included in our governance documents.
- Share information about concerns with children, vulnerable persons, parents and others who need to know.
- Provide information as required to the RI board, branch and club contacts.
- Ensure good and safe working/training/sporting practices.
- Be involved in safeguarding training, make this available through the various agencies and strengthen links with these agencies.
- Keep Safeguarding policies under regular review (every 3 years minimum).
- Have procedures relating specifically to bullying, away trips, transport, social media and use of photography.
- Have an induction document available for parents, coaches and participants clearly outlining their rights and responsibilities.

Con Cronin
Chairperson, **Rowing Ireland**

6th July 2014
Date

The **legislation in both NI and the Republic of Ireland** is based on a clear and consistent set of principles designed with the common aim of promoting the welfare of children and vulnerable persons.

Children and vulnerable persons have the right to be safe. All coaches should ensure that this fundamental principle takes precedence over all other considerations.

This policy applies to all those involved in **Rowing Ireland**, including coaches, administrators, officials, volunteer drivers, parents and participants.

EQUALITY STATEMENT

Rowing Ireland is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

- **Rowing Ireland** respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- **Rowing Ireland** is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- **Rowing Ireland** participants have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- **Rowing Ireland** will deal with any incidence of discriminatory behaviour seriously, according to **Rowing Ireland** disciplinary procedures.

To reduce the additional vulnerability of children with a disability, coaches will seek guidance on working with children with a disability from external agencies, parents / guardians and the children themselves.

See the following link on www.thecpsu.org.uk for more information;

[https://thecpsu.org.uk/Search?term=Deaf and disabled children](https://thecpsu.org.uk/Search?term=Deaf%20and%20disabled%20children)

CONFIDENTIALITY STATEMENT

We at **Rowing Ireland** 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 and vulnerable person always being paramount.

Considerations of confidentiality will not be allowed to override the rights of children and vulnerable persons to be protected from harm. The full Safeguarding policy statement will be displayed and available on **Rowing Ireland** and branch websites for all interested parties to read.

AWARENESS OF THE ISSUES

Background knowledge in relation to harm that children and vulnerable persons may suffer, the general principles of Safeguarding and the ability to recognise and respond to abuse and poor practice are important issues. Of primary concern for **Rowing Ireland** is the issue of Safeguarding of our members within the operation of the sport. However, being cognisant of the indicators of abuse or harm in respect of participants caused by others outside the sport, are of an equal importance for the safety and well being of that person.

There are four formally recognised types of abuse relevant to children and vulnerable persons

Formal definitions from 'Children First' for NI and RoI use:

2.2 Definition of 'neglect'

2.2.1 Neglect can be defined in terms of an omission, where the child suffers significant harm or impairment of development by being deprived of food, clothing, warmth, hygiene, intellectual stimulation, supervision and safety, attachment to and affection from adults, and/or medical care.

2.2.2 Harm can be defined as the ill-treatment or the impairment of the health or development of a child.

Whether it is significant is determined by the child's health and development as compared to that which could reasonably be expected of a child of similar age.

2.2.3 Neglect generally becomes apparent in different ways over a period of time rather than at one specific point. For example, a child who suffers a series of minor injuries may not be having his or her needs met in terms of necessary supervision and safety. A child whose height or weight is significantly below average may be being deprived of adequate nutrition. A child who consistently misses school may be being deprived of intellectual stimulation.

2.2.4 The threshold of significant harm is reached when the child's needs are neglected to the extent that his or her well-being and/or development are severely affected.

2.3 Definition of 'emotional abuse'

2.3.1 Emotional abuse is normally to be found in the relationship between a parent/carer and a child rather than in a specific event or pattern of events. It occurs when a child's developmental need for affection, approval, consistency and security are not met. Unless other forms of abuse are present, it is rarely manifested in terms of physical signs or symptoms. Examples may include:

- (i) the imposition of negative attributes on a child, expressed by persistent criticism, sarcasm, hostility or blaming;
- (ii) conditional parenting in which the level of care shown to a child is made contingent on his or her behaviours or actions;
- (iii) emotional unavailability of the child's parent/carer;
- (iv) unresponsiveness of the parent/carer and/or inconsistent or inappropriate expectations of the child;
- (v) premature imposition of responsibility on the child;
- (vi) unrealistic or inappropriate expectations of the child's capacity to understand something or to behave and control himself or herself in a certain way;
- (vii) under- or over-protection of the child;
- (viii) failure to show interest in, or provide age-appropriate opportunities for, the child's cognitive and emotional development;
- (ix) use of unreasonable or over-harsh disciplinary measures;
- (x) exposure to domestic violence;
- (xi) exposure to inappropriate or abusive material through new technology

2.3.2 Emotional abuse can be manifested in terms of the child's behavioural, cognitive, affective or physical functioning. Examples of these include insecure attachment, unhappiness, low self-esteem, educational and developmental underachievement, and oppositional behaviour. The threshold of significant harm is reached when abusive interactions dominate and become typical of the relationship between the child and the parent/carer.

2.4 Definition of 'physical abuse'

2.4.1 Physical abuse of a child is that which results in actual or potential physical harm from an interaction, or lack of interaction, which is reasonably within the control of a parent or person in a position of responsibility, power or trust. There may be single or repeated incidents.

Physical abuse can involve:

- (i) severe physical punishment;
- (ii) beating, slapping, hitting or kicking;
- (iii) pushing, shaking or throwing;
- (iv) pinching, biting, choking or hair-pulling;
- (v) terrorising with threats;
- (vi) observing violence;
- (vii) use of excessive force in handling;
- (viii) deliberate poisoning;
- (ix) suffocation;
- (x) fabricated/induced illness (see Appendix 1 for details);
- (xi) allowing or creating a substantial risk of significant harm to a child.

2.5 Definition of 'sexual abuse'

2.5.1 Sexual abuse occurs when a child is used by another person for his or her gratification or sexual arousal, or for that of others.

Examples of child sexual abuse include:

- (i) exposure of the sexual organs or any sexual act intentionally performed in the presence of the child;
- (ii) intentional touching or molesting of the body of a child whether by a person or object for the purpose of sexual arousal or gratification;
- (iii) masturbation in the presence of the child or the involvement of the child in an act of masturbation;
- (iv) sexual intercourse with the child, whether oral, vaginal or anal;
- (v) sexual exploitation of a child, which includes inciting, encouraging, propositioning, requiring or permitting a child to solicit for, or to engage in, prostitution or other sexual acts. Sexual exploitation also occurs when a child is involved in the exhibition, modeling or posing for the purpose of sexual arousal, gratification or sexual act, including its recording (on film, video tape or other media) or the manipulation, for those purposes, of the image by computer or other means. It may also include showing sexually explicit material to children, which is often a feature of the 'grooming' process by perpetrators of abuse;
- (vi) consensual sexual activity involving an adult and an underage person. In relation to child sexual abuse, it should be noted that, for the purposes of the criminal law, the age of consent to sexual intercourse is 17 years for both boys and girls. An Garda Síochána will deal with the criminal aspects of the case under the relevant legislation.

2.5.2 It should be noted that the definition of child sexual abuse presented in this section is not a legal definition and is not intended to be a description of the criminal offence of sexual assault.

In addition the following types of abuse are also to be considered as relevant to vulnerable persons:

Financial or material abuse

Including misusing or stealing the person's property, possessions or benefits, cheating them, using them for financial gain, putting pressure on them about will's property, inheritance or financial transactions.

Discriminatory abuse

Including - the abuse of a person because of their ethnic origin, religion, language, age, sexuality, gender or disability.

Institutional abuse

This can happen when an organisation where the person is living or receiving care from fails to ensure that the necessary processes and

systems are in place to safeguard vulnerable persons and maintain good standards of care and service.

Including - lack of training of staff and volunteers, lack of or poor quality supervision and management, poor record keeping and liaison with other agencies, low staff morale and high staff turnover.

In addition to these, **Rowing Ireland** recognises that we have a responsibility to challenge any form of bullying which is defined as:

"The repeated use of power, by one or more persons, intentionally to harm, hurt or adversely affect the rights or needs of another or others".

The damage inflicted by bullying can frequently be underestimated. It can cause considerable distress to children and vulnerable persons, to the extent that it affects their health and development or, at the extreme, causes them significant harm (including self-harm or death through suicide).

Bullying can take many forms, but the three main types are;

- **physical** (e.g. hitting, kicking, theft),
- **verbal** (e.g. racist or sectarian remarks, threats, name-calling) and
- **emotional** (e.g. isolating an individual from the activities and social acceptance of his peer group).

Bullying can be done face to face but equally a person can experience bullying through online activity or texting. Bullying is not an accepted behaviour towards anyone at **Rowing Ireland** be they child, coach, volunteer or parent. Anyone found to be bullying others will be dealt with seriously both in regards to the behaviour exhibited and the reasons for the behaviour. **Rowing Ireland** anti-bullying policy **available at [Anti bullying policy and guidance](#)**

INDICATORS OF ABUSE

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

PHYSICAL INDICATORS	BEHAVIOURAL INDICATORS
<ul style="list-style-type: none"> ▪ Unexplained bruising in soft tissue areas ▪ Repeated injuries ▪ Black eyes ▪ Injuries to the mouth ▪ Torn or bloodstained clothing ▪ Burns or scalds ▪ Bites ▪ Fractures ▪ Marks from implements ▪ Inconsistent stories/excuses relating to injuries 	<ul style="list-style-type: none"> ▪ Unexplained changes in behaviour - becoming withdrawn or aggressive ▪ Difficulty in making friends ▪ Distrustful of adults or excessive attachment to adults ▪ Sudden drop in performance ▪ Changes in attendance pattern ▪ Inappropriate sexual awareness, behaviour or language ▪ Reluctance to remove clothing
ADDITIONALLY FOR VULNERABLE ADULTS: PHYSICAL	BEHAVIOURAL
<ul style="list-style-type: none"> ▪ not paying bills, not having normal home comforts. ▪ the person not receiving the care services they require, their carer being overly critical or making insulting remarks about the person, the person being made to dress differently from how they wish. ▪ vulnerable adult has no personal clothing or possessions, there is no care plan for him/her, s/he is often admitted to hospital ▪ instances of staff/volunteers having treated him/her badly or unsatisfactorily or acting in a way that causes harm; poor staff morale, high staff turnover and lack of clear lines of accountability and consistency of management. 	<ul style="list-style-type: none"> ▪ having unusual difficulty with finances, not having enough money, being too protective of money and things they own.

RESPONDING TO DISCLOSURE OF ABUSE

Always

- Record what has been said ASAP
- Remain sensitive and calm
- Reassure the person that they:
 - are safe
 - were right to tell
 - are not to blame
 - are being taken seriously
- Let them talk - don't interview!
- Listen & hear, give the person time to say what they want.
- Ensure the experience is as positive as it can be
- Explain that you must tell others to ensure action is taken to increase their safety, but will maintain confidentiality
- Tell the person what will happen next
- Involve appropriate individuals immediately
- Stay calm.
- Reassure them that they have done the right thing in telling and that it will be dealt with appropriately.

Never

- Question unless for clarification
- Make promises you cannot keep
- Rush into actions that may be inappropriate
- Make/pass a judgment on alleged abuser
- Take sole responsibility, consult the designated officer so you can begin to protect the person and gain support for yourself.

DESIGNATED SAFEGUARDING/CHILDRENS OFFICER

The Designated Safeguarding/Childrens Officer within **Rowing Ireland**, is

Republic of Ireland: Tom Fennessey Telephone **086 8308610**

Northern Ireland: Brenda Ewing Telephone **079 79253900**

Tom Fennessey and Brenda Ewing shall be made known to young members, coaches and parents alike; as the Designated Officer to whom concerns will be addressed. If the concern is about a **Rowing Ireland** designated person please report to the **Rowing Ireland CEO**. Guidelines for recording/ dealing with incidents/accidents will be outlined later in this policy document.

SAFE RECRUITMENT PROCEDURES FOR VOLUNTEERS/ COACHES

- RI volunteers and coaches are carefully selected, trained and supervised. The office bearers of the **Rowing Ireland** board must vouch for new volunteers and their participation must be ratified by the unanimous approval of the board. This process must also be followed by branches for any branch appointments
- All new coaches/ volunteers for RI working with children or vulnerable adults must complete the **Rowing Ireland** own application form, which includes a coach/volunteer self-declaration section **Available at [Safeguarding Recruitment](#)**
- Individuals must complete and sign the National Vetting Bureau / Access NI Disclosure Certificate Application Form which gives permission to enable **Rowing Ireland** to administer a vetting check (proof of identity MUST be provided). **Contact Rowing Ireland for further information on this process.**
- Declaration of past convictions or cases pending and agreement to have an NVB/AccessNI check completed, is of course a pre-requisite to approval to coach/volunteer to work with young people and vulnerable adults.
- **ALL** volunteers/coaches must agree to abide by the **Rowing Ireland** Safeguarding Policy and all are required to sign the Code of Conduct and a register to be kept in the volunteer/coaches club. Any concerns or objections with regard to suitability of a coach should be submitted to the RI **Designated Safeguarding/Childrens Officer**. These matters will be raised with the RI case management committee with appropriate action taken including a formal response in writing to the concerned party if required. Branches/Clubs should not deal with concerns about a coach in isolation. Code of Conduct available at:

[Code for Coaches and Leaders](#)

TRAINING FOR VOLUNTEERS/COACHES

RI will:

- Ensure RI approved coaching courses for volunteers/coaches have been scheduled locally and ALL coaches are expected to qualify to at least Rowing Ireland Level 1 or equivalent level.
- When appointing volunteers /coaches consider their current or previous experience either rowing or coaching.
- Education and training in the basics of Safeguarding will apply to all coaches/volunteers/management committee members working with children and vulnerable persons. RI is committed to continuous updating and review of our current Safeguarding Policy.
- Safeguarding training should include
 - Basic awareness of Safeguarding issues (what is abuse)
 - Codes of Conduct and good practice when working with young people and vulnerable persons
 - Reporting procedures

- A minimum of 3 hours is required for basic awareness raising & RI will recommend coach/volunteers attend training delivered by Sport NI or ISC approved tutors with knowledge of good practice in sport.
- Ensure that all new coaches have attended Safeguarding awareness workshop within six months of taking up their post. This opportunity should also be made available to parents and other volunteers to enable a culture of a participant-focused club to prevail.
- Ensure all staff and volunteers receive induction to include information on the RI safeguarding policies and procedures, and training appropriate to their role. Training should be updated and reviewed regularly for new staff/ volunteers and in line with changing legislation. RI would recommend that club volunteers are appropriately inducted into the sport (sample induction checklist available from www.rowingireland.ie/club-development/)

CODES OF CONDUCT

A Code of Conduct lets all our staff/volunteers representing RI or in our clubs know what behaviour is expected and what is unacceptable. It will also let all involved know what sanctions will be applied for non-compliance with the Code. A written Code of Conduct will be communicated to everyone associated with RI and our clubs. It will be applied consistently. RI has a code of conduct for coaches/volunteers and young people and a code of expectations for parents/guardians. RI would advise clubs with facilities to ensure key messages re codes of conduct are prominently displayed.

See Rowing Ireland Codes of Conduct & Expectations at [Code for Coaches and Leaders](#)

GUIDELINES RELATING TO AWAY DAYS AND RESIDENTIALS

Travelling to away fixtures and residentials, is a regular occurrence for RI and our clubs. Trips may vary from short journeys across town to compete against another club or involve more complicated arrangements involving overnight stays, But **RI** are committed to ensuring that we follow certain standards to ensure the safety of our members.

See [Guidelines for away trips](#)

SUPPORT & SUPERVISION

RI recognise that it is good practice to set up a system of support & supervision of staff/volunteers.

Good management of volunteers will contribute to safe activities for children and vulnerable persons. Good management will also create an atmosphere where volunteers feel valued, are listened to and where issues can be dealt with quickly by systems already in place. We would wish to advise clubs of the following;

1. Volunteers should be made aware of how to access training. RI requires all those coaching/instructing children and vulnerable persons to attend safeguarding training. In addition to this we would ask clubs to ensure all their volunteers are made aware of RI reporting procedures that have been sent out to clubs and are also available at pages 18 & 20.
2. Clubs should take time to induct volunteers on SPORT policies and procedures. A sample induction checklist is attached for club information, and this is also available from RI Office.
3. Clubs should introduce a system for reviewing a volunteer's role. Clubs may consider doing this on an annual basis, perhaps as part of pre-season planning. This will help to ensure clubs get the best out of volunteers and will provide volunteers with the opportunity to progress to new roles that accommodate their own particular skills and aptitude. This should assist the clubs to retain volunteers in fulfilling roles.

(For those clubs with staff see staff handbook for further details on supervision).

GUIDELINES FOR REPORTING ACCIDENTS

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

- Fill in the Accident Form available [here](#) for **ALL** accidents, and make a copy.
- Make contact with parents/guardians
- One copy of form to incident book/folder.
- Forward 1 copy to the Designated Safeguarding/Childrens Officer at club or governing body level depending on the nature of the event/competition for record keeping/ action required.
- Contact emergency services/ GP if required
- Record in detail all facts surrounding the accident, witness's etc.
- Sign off on any action required from senior management.

GUIDELINES FOR REPORTING ALLEGATIONS/ INCIDENTS

- Record all incidents reported or observed on an Incident Form available [here](#)
- Inform designated person ASAP
- 1 copy to designated person within 24 hours
- Ensure confidentiality – only on a "need to know basis" (reference confidentiality statement)
- Inform parents/carers, unless to do so may put the person at further risk
- The designated person will be responsible for storing any report in a safe and secure manner

See flow charts for further guidance (pages 18 and 20)

HEALTH AND SAFETY GUIDELINES

RI is committed to ensure the safety of all members by completing risk assessments for activities and endeavouring to provide first aid treatment for injury, accidents and cases of ill health during coaching sessions or at competitions.

All coaches/officials in RI have a responsibility to ensure the safety of the people with whom they work as far as possible within the limits of their control. Therefore coaches should seek to create a safe and enjoyable environment in which to compete and train. ***Clubs are advised to carry out a risk assessment in relation to premises, training facilities and equipment and implement appropriate safety rules at [safety document 2012.pdf](#)***

In this respect:

- adequate supervision must be maintained at all times. Best practice advice would advocate supervisor: participant ratios of 2 Leaders to every 30 children/ vulnerable persons (1:15), except that each leader should not supervise more than 6 people in single sculls. No coach, manager or volunteer should work alone with children/vulnerable persons, unless they are in a situation where physical contact is avoided. (Individual Clubs would need to clarify this with their individual insurance company);
- regular safety checks should be carried out in relation to premises, training facilities and equipment. Any problems should be brought to the attention of the Committee;
- parents/guardians should be informed of the starting and finishing times of training sessions and competitions;

A first aid kit should be available at all training sessions and injuries should be recorded, with a note of action taken in relation to each one. See form [here](#).

Parents/carers should be notified of injuries/illness which occurs during any RI or club activity;

Records of attendance should be maintained (clubs should ensure they hold a [summary register](#) of those attending based on information from consent form and also a [training register](#)

Ensure the use of any recommended safety equipment;

Never allow injured rowers to compete.

USEFUL NUMBERS	
Rol Designated Safeguarding/Childrens Officer	Tom Fennessey 086 830 8610
NI Designated Safeguarding/Childrens Officer	Brenda Ewing 079 7925 3900
Rol Garda	Tel. 01 6663430 dvsaiu@garda.ie
Rol Teenline open 7pm to 10pm, 7 days a week	Rol Freephone 1800 833 634 info@teenline.ie
TULSA Child & Family Agency	01 6352854
Irish Sports Council	003531 8608800
Internet Safety	www.iwf.org.uk
Health and Social Care Trusts in NI Regional Emergency Social Work service. Available 5.00 PM – 9.00 AM Monday to Thursday and 5.00 PM on Friday to 9.00 AM on Monday. There is a 24 hour cover over public holidays. 028 9504 9999	Each trust will have a Gateway team to deal with reports of abuse and also more local contacts for on-going professional liaison for advice on concerns.
Northern HSC Trust	Tel: 03001234333
South Eastern HSC Trust	Tel: 03001000300
Southern HSC Trust	Tel: 08007837745
Belfast HSC Trust	Tel: 028 90 507000
Western HSC Trust	Tel: 028 71314090
NSPCC Helpline	Freephone (from NI) 0808 800 5000
PSNI Public Protection Unit	028 90650222 and ask for your local Public Protection Unit
Childline NI	Freephone (from NI) 0800 1111
Sport NI	028 90381222
Child Protection in Sport Unit	0203 2224246 www.thecpsu.org.uk
NI Anti Bullying Forum	028 90891730
Aware- Defeat Depression	028 90357820

IMPLEMENTATION AND AVAILABILITY OF INFORMATION

It is important that there is a free flow of information between coaches/volunteers, children, vulnerable persons and parents/carers, in terms of promotion of RI, its branches or clubs and what we aim to achieve in relation to safeguarding participants. RI will insist that a parent/carer consent form is completed for each under 18 / vulnerable person participating in RI activities. [See form here.](#)

RI will ensure that for the activities we organise, parents will know what we do and how we do it, and the coaches/designated person will generally be available for consultation or advice. We would recommend that clubs communicate directly with parents/carers on a regular basis.

When appropriate, letters (or telephone contact) will be issued in relation to further information or specifics in respect of an event etc.

A regular review of RI policies will take place through meetings with coaches/volunteers and feedback from children/ vulnerable persons and parents/carers. We have developed a plan for implementing our safeguarding procedures. [See framework here.](#)

INTERNAL CONCERNS REPORTING

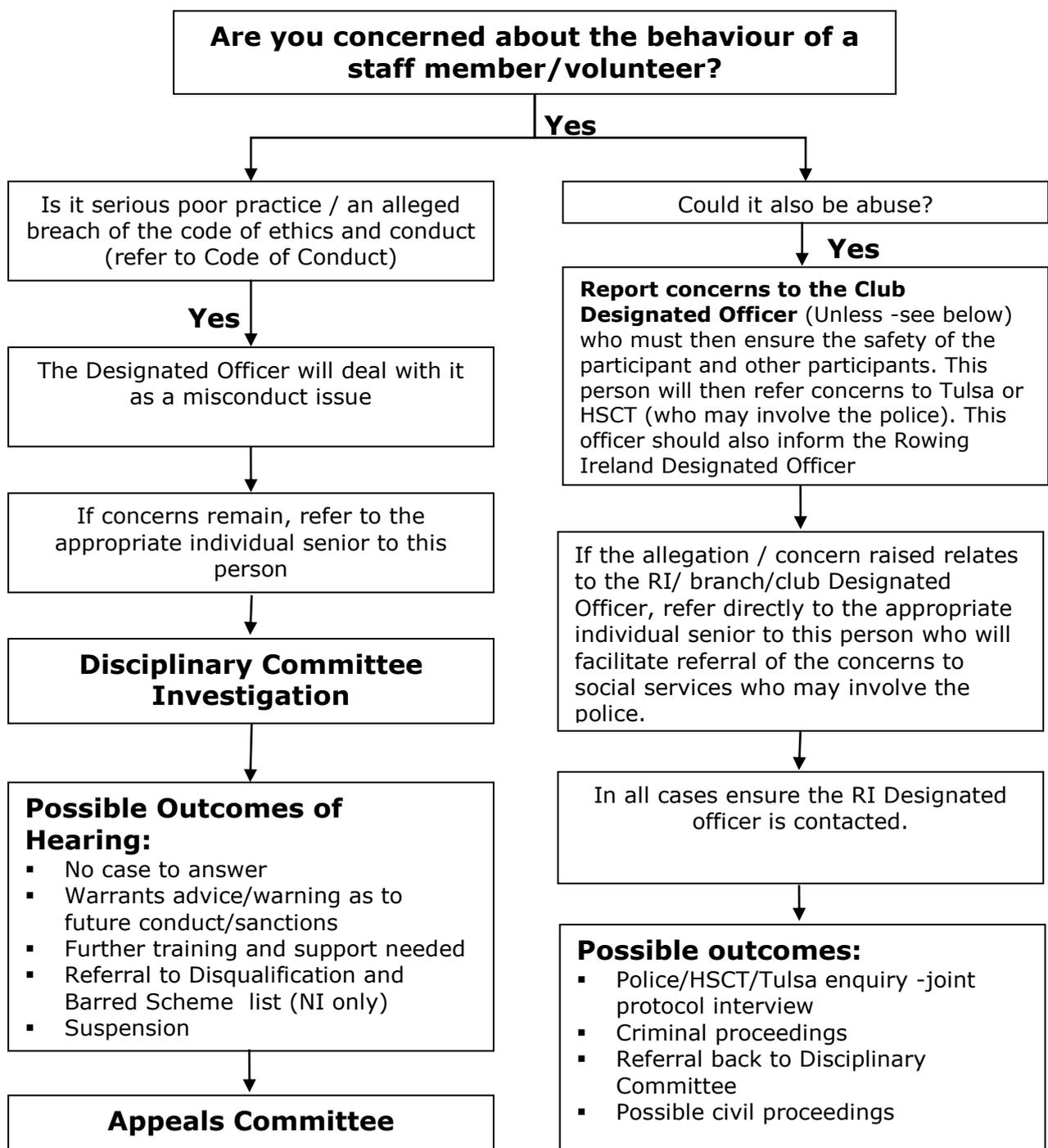
When the concern is about possible abuse inside the club/organisation

Report to the Designated Safeguarding/Childrens Officer within **Rowing Ireland,**

Republic of Ireland: Tom Fennessey Telephone **086 8308610**

Northern Ireland: Brenda Ewing Telephone **079 79253900**

Tom Fennessey and Brenda Ewing shall be made known to young members, coaches and parents alike; as the Designated Person to whom concerns will be addressed. If the concern is about a **Rowing Ireland** designated person please report to the **Rowing Ireland CEO**. Guidelines for recording/ dealing with incidents/accidents will be outlined later in this policy document.



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; in Northern Ireland- the Health and Social Care Trust (HSCT) Gateway Team direct (or the NSPCC on 0808 800 5000), in the Republic of Ireland the Child & Family Agency (Tulsa) or the Ombudsman for Children 1890 654654 / 01 8656800. At any stage during the process the issue can be referred externally either formally or informally for advice. Following the external outcome the matter may be referred back to the organisation's Disciplinary Committee.

Dealing with concerns about a colleague

The vast majority of people who work with children and vulnerable persons are well motivated and would never harm a participant. Unfortunately a few do and it is essential that RI creates a culture that makes staff / volunteers willing and comfortable to voice their concerns, particularly those about someone with whom they work or whom they know. Again, RI's Safeguarding procedures should be followed.

During an investigation, support should be given both to the individual who voices concerns and to the suspected abuser. Once the investigation is completed, RI will decide what action, if any, is necessary to prevent a similar situation arising again.

EXTERNAL CONCERNS FLOW CHART

When the concern is about possible abuse outside the club/organisation

