



Safeguarding Plan

Version	Date	Author	Changes
1.0	23 Mar 2025	WBC	New Version

Committee Approval:



Section 1 - Introduction

This Waterford Boat Club (WBC) Safeguarding Plan contains policies and guidance to ensure those responsible for working with children understand and are familiar with the required safeguarding procedures required by the Children First Act 2015 (ROI) and the Children First National Guidance for the Protection and Welfare of Children (ROI 2017). All the information shall be read to apply to young people unless specifically stated. Should the opportunity arise to provide rowing training to vulnerable adults, a separate plan will be developed in line with national policy.

The legislation in the Republic of Ireland is based on a clear and consistent set of principles designed with the common aim of promoting the welfare of young people and vulnerable persons. WBC acknowledges this duty of care and is committed to ensure Safeguarding practice reflects statutory responsibilities.

Safeguarding

The term “child protection” has been expanded to Safeguarding as it reflects the wider responsibility for health & safety & prevention as well as just protection 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 i.e. Doing everything possible to minimise the risk of harm to young people.

This Plan applies to all those involved in WBC, including but not limited to, coaches, volunteers, members, parents, guardians, employees and the committee. Our Plan recognises that young people have the right to be safe regardless of age, ability, disability, race, religion or belief, sex or sexual orientation or socio-economic background. Safeguarding is about being proactive and putting measures in place in advance of any contact with participants - as such WBC will:

- Ensure young people are kept safe
- Ensure staff and volunteers are properly vetted when recruited
- Ensure all who come into contact with young people as part of their role understand their responsibilities
- Ensure appropriate action is taken in the event of concerns of abuse
- Ensure confidential, detailed, accurate records of safeguarding concerns
- Ensure all WBC members implement the safeguarding procedures.



Section 2 – Risk Assessment of Harm

The Risk Assessment of Harm is a mandatory document to be completed by WBC as per legislation - [Children First Act 2015](#) (ROI). Under Section 11, organizations that provide services to children must complete a risk assessment to identify potential risks of harm to children whilst availing of their services.

There are 2 documents that provide guidance on how to perform the required risk assessment - [Children First National Guidance for the Protection and Welfare of Children](#) (ROI 2017). [TUSLA Guidance on developing a Child Safeguarding Statement](#) (ROI 2017)

Each club affiliated with Rowing Ireland is required to undertake an assessment of the risk of harm to children where children are involved in the services you provide and how these risks can be managed. Clubs need to appoint a Relevant Person, state the risks and the measures taken to alleviate these risks. The risk assessment information is then included in the [Child Safeguarding Statement](#).

The Risk Assessment is reviewed each year prior to Rowing Ireland affiliation.

Section 3 – Child Safeguarding Statement (CSS)

This is a mandatory document to be completed by WBC as per legislation - Children First Act 2015 (ROI) and two documents - Children First National Guidance for the Protection and Welfare of Children (ROI 2017). The CSS outlines the Principles, Policies and Procedures within the WBC Safeguarding Plan to ensure the safety and well-being of children in Relevant activities and identifies those responsible for overseeing the implementation of the policies. The CSS requires the completion of the Risk Assessment of Harm, as above. The CSS is signed by the club Captain and the Club Children's Officer, and the DLP as the Relevant Person.

WBC's Child Safeguarding Statement can be found [here](#).

The Child Safeguarding Statement should be reviewed every 24 months.

Section 4 – Implementation and Availability of Information

WBC realises it is important that there is a free flow of information between coaches, volunteers, members, parents, guardians, employees and the committee in promoting what we aim to achieve in relation to safeguarding participants. The following implementation framework will be used by WBC.

A. Policies, Procedures and guidance – WBC will review and update as necessary (minimum every 3 years) and make available online so all who are involved can access.



B. Organisational ownership of Safeguarding – Safeguarding will regularly be a WBC agenda item where policies and procedures can be discussed and agreed.

C. Case Management – WBC will ensure all coaches, volunteers, committee members and adults working with junior members are aware of the Children First Act 2015 reporting procedures which are the WBC reporting procedures.

D. Vetting and Safeguarding Training – WBC will ensure all those involved with working with children complete the required Garda Vetting and safeguarding training relevant to their role from commencement along with regular updates as required.

E. Communicating safeguarding – WBC will operate an open communication system for Safeguarding information to all involved in WBC and will also provide opportunities for consultation and feedback.

Section 5 – Vetting

As per the Children First Act 2015, all adults working regularly with junior members are required to carry out Garda Vetting through the club. This vetting is processed through Rowing Ireland, which means all those looking to obtain vetting must be registered with Rowing Ireland.

Vetting forms can be found [here](#).

Please contact the Club Children's Officer, who's name is displayed on the Health and Safety notice board in the club house, if you need to complete vetting.

Section 6 – Safeguarding Policies Applicable to the Safeguarding Plan

- [Recruitment Policy](#)
- [Accident and Incident Guidelines](#)
- [Anti-Bullying Policy](#)
- [Photography and Filming Policy](#)
- [Social Media Policy](#)

Section 7 – Statements Applicable to the Safeguarding Plan

- [Confidentiality Statement](#)
- [Equity and Equality Statement](#)
- [Safeguarding Statement](#)



Section 8 – Fact Sheets & Guidelines Applicable to the Safeguarding Plan

- [Glossary of Terms Factsheet](#)
- [ADHD and Coaching Factsheet](#)
- [Autism and Coaching Factsheet](#)
- [Deaf and Disabled Children and Coaching Factsheet](#)
- [Neglect and Abuse Factsheet](#)
- [Indicators of Abuse Factsheet](#)
- [Risk of Self-Harm Factsheet](#)
- [Cyberbullying Factsheet](#)
- [Away Trips Guidelines](#)
- [Preventing Abuse Guidelines](#)
- [Changing Facilities Guidelines](#)
- [Bullying – Homophobic and Transphobic Guidelines](#)
- [Safe Recruitment – Selection Guidelines](#)

Section 9 – Codes of Conduct Applicable to the Safeguarding Plan

Please sign and return relevant code of conduct to the Club Children's Officer, who is displayed on the Health and Safety notice board in the club house.

- [Code of Conduct Children & Young People](#)
- [Code of Conduct Coaches & Leaders](#)
- [Code of Conduct Parents & Guardians](#)

Section 10 – External Information – Applicable to the Safeguarding Plan

- [Safeguarding Guidance for Children and Young People in Sport](#)
- [Children First: National Guidance for the Protection and Welfare of Children](#)
- [The Children First Act 2015](#)

THE NAMES OF THE CCO AND DLP CAN BE FOUND ON THE HEALTH AND SAFETY NOTICEBOARD.