



# CHILD SAFEGUARDING STATEMENT - PART A

## KILLORGLIN RFC

The Killorglin RFC provides rugby activities to young people through participation in mini and youth coaching and competitions and participation programmes in related schools and/or the community. The club is committed to the enjoyment of rugby by young people. It values and encourages the participation of parents, coaches and volunteers in rugby for participants under 18-years of age. The club will adhere to the IRFU Safeguarding Policy, which strives to respect the dignity and rights of Age Grade Players. The club will strive to promote, create and maintain safe environments for Age Grade Players. It will endeavour to maintain the key IRFU values of Respect, Inclusivity, Integrity, Excellence and Fun. A detailed safeguarding policy can be found <https://killorglinrugbyclub.com/killorglin-rfc-code-of-ethics-codes-of-conduct-child-welfare-policies/> and is available through the club CWO. The Sports Councils' Code of Ethics should be used where the IRFU has not published specific guidelines, in particular with regard to the principles to safeguard children from harm, outlined in part B of this document, page 2.

- Following a **risk assessment** for any potential harm to a child while involved in rugby we have identified areas of risk and the list of procedures to be put in place to manage these risks. These risks were categorised under the following headings Recruitment, Club and Coaching Practices, Reporting, Complaints, Facilities and Communication. **Part C (pages 3-6), indicates the areas of potential risk of harm**, the likelihood of the risk occurring, and gives the required policy, guidance or documents required to alleviate these risks. Our child safeguarding statement has been developed in line with requirements of IRFU and under the Children First Act 2015 and in Northern Ireland, the Club Framework for Safeguarding Standards. In addition to the procedures listed in our risk assessment, the following procedures are in place as part of the IRFU Safeguarding Policy, <https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/safeguarding-policy/> and support our intention to safeguard children:
- Procedure for the safe recruitment and selection of workers and volunteers to work with children as per IRFU safeguarding policy <http://www.irishrugby.ie/playingthegame/development/safeguarding/recruitment.php>
- Procedure for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm <http://www.irishrugby.ie/playingthegame/development/safeguarding/training.php>
- Procedure for the reporting of child protection and welfare concerns to Tusla (Ireland) and Gateway (Northern Ireland) through the National Safeguarding Officer and Mandated Person within IRFU: Anne Marie Hughes (086 0485977 / [annemarie.hughes@irfu.ie](mailto:annemarie.hughes@irfu.ie)), National Safeguarding Officer holds position of Relevant Person as per Children First Act
- Procedure for the management of allegation of abuse or misconduct against workers/volunteers of a child availing of our service and can be found in the case management policy <http://www.irishrugby.ie/playingthegame/development/safeguarding/concerns.php>
- Procedure for appointing a relevant person (Club Welfare Officer) for the purposes of the implementation of this Child Safeguarding Statement
- Procedures to minimise risk of harm of a child have been put in place and are available in the IRFU Safeguarding Policy <https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/safeguarding-policy/>

All procedures listed are available on the IRFU website, <https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/>. The IRFU and **Killorglin RFC** expects those involved within club age-grade rugby to adopt and supervise the implementation of these safeguarding principles and standards. The club recognises that implementation is an ongoing process. It is committed to the implementation of this Child Safeguarding Statement and accompanying safeguarding policy to keep children involved in rugby safe from harm. This Child Safeguarding Statement will be reviewed in October 2026, or as soon as practicable after there has been a material change in any matter to which the statement refers.

**For queries please contact Colette Lawlor – Club Child Welfare Officer**

Signed: Claire O'Shea  
Club President

Signed: Colette Lawlor  
Club Welfare Officer

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# PART B - PRINCIPLES TO SAFEGUARD CHILDREN FROM HARM

IRFU is committed to safeguarding children and, by working under the guidance of our Safeguarding Policies our staff, both volunteers and employed, working with our young people, throughout the organisation, seek to create a safe environment for young people to grow and develop within sport. The following set of principles should be adhered to:

- **Importance of childhood** - The importance of childhood should be understood and valued by everyone involved in age-grade rugby.
- **Needs of the child** - All age-grade rugby experiences should be guided by what is best for children. This means that adults should have a basic understanding of the emotional, physical and personal needs of young people.
- **Integrity in relationships** - Adults interacting with young people in rugby are in a position of trust and influence. They should always ensure that young people are treated with integrity and respect, and the self-esteem of young people is enhanced.
- **Fair Play** - All age-grade rugby should be conducted in an atmosphere of fair play. The principles of fair play should always be emphasised, and organisers should give clear guidelines regarding acceptable standards of behaviour.
- **Quality atmosphere & ethos** – Age-grade rugby should be conducted in a safe, positive and encouraging atmosphere.
- **Competition** - Competition is an essential element of sport and should be encouraged in an age appropriate manner. A child centred ethos will help to ensure that competition and specialisation are kept in their appropriate place.
- **Equality** - All young people should be valued and treated in an equitable and fair manner regardless of ability, age, gender, religion, social and ethnic background or political persuasion, as per the IRFU Charter

[https://www.sportireland.ie/sites/default/files/media/document/2021-10/safeguarding-guidance\\_0.pdf](https://www.sportireland.ie/sites/default/files/media/document/2021-10/safeguarding-guidance_0.pdf)



# PART C- IRFU RISK ASSESSMENT

This risk assessment considers the potential for harm to come to children whilst they are in the care of the Irish Rugby Football Union and **Killorglin RFC**. It gives the required policy, guidance or process documents required to alleviate these risks. This risk assessment has been carried out prior to the publication of the club's Child Safeguarding Statement (Section 11 (1b) Children First Act 2015). In this context and in accordance with the requirements of *Section 11 (1) of the Children First Act 201, that states "a relevant service we will undertake an assessment of any potential harm to a child while availing of the service"; the risk is of abuse and not general health and safety risk.* This risk assessment is also in accordance with Sport Northern Ireland's Club Framework for Safeguarding Standards in Sport and Sport Ireland' Guidance and as such can be used by the IRFU's constituent Provinces.

The risk assessment indicates the areas of potential risk of harm, the likelihood of the risk occurring, and gives the required policy, guidance or process documents require to alleviate these risks. The list of risks identified and procedures to manage these risks are listed in relevant categories overleaf and are based on the IRFU Club Action Plan.

## IRFU and Killorglin RFC Responsibilities

- The Club has **appointed a Club Welfare Officer** to implement the IRFU Safeguarding Policy and to monitor the implementation of the associated Club Action Plan
- This risk assessment has been completed with the Club Welfare Officer and other members of the Club Committee
- The Committee recorded this risk assessment at the October 2021 Executive meeting and published a Child Safeguarding Statement thereafter.
- All Age-Grade staff and volunteers (e.g. coaches, manager, team assistants) working regularly and continuously with Age-grade teams / groups (or where their role is a necessary part of working) with young people and/or vulnerable adults have been vetted and have signed the Declaration of Intent.
- The IRFU has a Mandated Person and listed their contact in the Child Safeguarding Statement. Our Club Welfare Officer will report to IRFU Mandated Person
- The CSS is available to parents through the Club Welfare Officer
- The Club will adhere to the IRFU Safeguarding Policy

This document was completed by Club Welfare Officer on behalf of the Committee and approved by the Executive in October 2024. On completion of this **Killorglin RFC** will now complete and publish the Child Safeguarding Statement signed by Chair and Club Welfare Officer.

*Claire O'Shea*

*Colette Lawlor*

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Claire O'Shea  
Club President

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Colette Lawlor  
Club Welfare Officer

*The Risk Assessment was undertaken in 15<sup>th</sup> October 2024 and will be reviewed in October 2026 in line with updated Safeguarding Polices*

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Risk of harm to a Child Identified	Rate Risk – H / M / L	Procedure in place to manage risk identified	Ongoing Monitoring/Tasks
<p><b>Risk of recruiting inappropriate people to work with young people</b></p> <p><u>Considerations</u></p> <ul style="list-style-type: none"> <li>• There is a CWO that is vetted and trained to SG2 standard</li> <li>• All relevant <b>Age-Grade staff and volunteers</b> successfully completed the necessary vetting requirements</li> <li>• All relevant Age-grade volunteers signed Declarations of Intent that clearly outlines their role</li> <li>• Age-grade section have put in place adequate <b>supervision</b> processes in accordance with IRFU Safeguarding Policy</li> <li>• Copies of reference for visiting / unknown coaches if applicable not sought</li> </ul>	<p>High</p> <p>High</p> <p>High</p> <p>Medium</p> <p>Medium</p>	<p><b>Recruitment Policy</b>, <a href="https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/recruitment/">https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/recruitment/</a></p> <p>CWO audits clubhouse for outstanding <b>vets</b> monthly, emails IRFU and/or Spirit of Rugby Officer as necessary.</p> <p>CWO to upload any missing Declaration of Intent for coaches / volunteers</p> <p>CWO to Check with head coaches/Director of Age-grade rugby that adequate <b>supervision</b> is in place according to guidelines, <a href="https://d2cx26qpfwuhvu.cloudfront.net/irfu/wp-content/uploads/2019/01/08110551/Supervision and Safety.pdf">https://d2cx26qpfwuhvu.cloudfront.net/irfu/wp-content/uploads/2019/01/08110551/Supervision and Safety.pdf</a></p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
<p><b>Risk of untrained people working with young people</b></p> <p><u>Considerations</u></p> <ul style="list-style-type: none"> <li>• Age-grade coaches and volunteers completed Sport Ireland / SNI safeguarding training and other necessary staff and volunteers received appropriate safeguarding training as per IRFU training factsheet</li> <li>• Risk of harm (physical, emotional, sexual abuse or neglect) of a child by a staff/volunteer/child if coaches are not trained</li> <li>• Coaches completed safeguarding training presentation with CWO and/or Spirit Officer (SG1/SG2 as necessary)</li> <li>• Coaches working with Age-grade squads are appropriately trained for the level of rugby they are coaching</li> </ul>	<p>High</p> <p>High</p> <p>Low</p> <p>Medium</p>	<p><b>Training Policy</b>, <a href="https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/training/">https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/training/</a></p> <p>Spirit staff send out link to online training.</p> <p>SOs have trained relevant personnel in risk of harm and reporting procedures and/or CWO have given inhouse presentations</p>	<p>SOs link with CWOs to provide template presentations and record online training.</p> <p>SOs deliver SG1 as necessary</p>





Risk of harm to a Child Identified	Rate Risk H / M / L	Procedure in Place to manage risk identified	Ongoing Monitoring/Tasks
<p><b>Risk if relevant staff and volunteers are not aware of the safeguarding policy as it relates to club and coaching practices</b></p> <p><u>Considerations</u></p> <ul style="list-style-type: none"> <li>• Risk of harm if there is not a <b>consent form</b> for each player U-18 years of age, with parental permission, with relevant medical information and permission to participate, photographic permission and travel consent, (use template in IRFU Clubhouse Forms)</li> <li>• <b>Codes of Conduct</b> for age-grade players and parents published and/or on view</li> <li>• Risk of harm if staff and volunteers do not know policies in relation to <b>supervision, social media and photographs</b></li> <li>• Risk of harm if staff and volunteers are not aware of <b>travel and away trips</b> procedures</li> <li>• Risk of harm of abuse, including online, through <b>bullying</b> and inappropriate use of social media</li> <li>• These policies been made known to those working with Age-grade players</li> </ul>	<p>High</p> <p>High</p> <p>High</p> <p>High</p> <p>Medium</p> <p>Medium</p>	<p><b>Safeguarding Policy</b> - <a href="https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/safeguarding-policy/">https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/safeguarding-policy/</a></p> <p><b>Codes of Conduct</b> - <a href="https://d19fc3vd0ojo3m.cloudfront.net/irfu/wp-content/uploads/2020/12/16153845/Code-of-Conduct-Parents.pdf">https://d19fc3vd0ojo3m.cloudfront.net/irfu/wp-content/uploads/2020/12/16153845/Code-of-Conduct-Parents.pdf</a></p> <p><b>Bullying</b> <a href="https://d19fc3vd0ojo3m.cloudfront.net/irfu/wp-content/uploads/2021/08/31120508/Anti-Bullying-Statement.pdf">https://d19fc3vd0ojo3m.cloudfront.net/irfu/wp-content/uploads/2021/08/31120508/Anti-Bullying-Statement.pdf</a></p> <p><b>Social media guidance</b> - <a href="https://d19fc3vd0ojo3m.cloudfront.net/irfu/wp-content/uploads/2021/08/31120545/Staying-Safer-Online.pdf">https://d19fc3vd0ojo3m.cloudfront.net/irfu/wp-content/uploads/2021/08/31120545/Staying-Safer-Online.pdf</a></p> <p><b>Travel guidance</b> - including hosting and away trips <a href="https://d19fc3vd0ojo3m.cloudfront.net/irfu/wp-content/uploads/2020/09/25120840/Travel-touring-hosting.pdf">https://d19fc3vd0ojo3m.cloudfront.net/irfu/wp-content/uploads/2020/09/25120840/Travel-touring-hosting.pdf</a></p>	<p>Display Codes of Conduct in clubhouse and/or on website / social media</p> <p>Information sessions to parents and coaches</p> <p>Anti-bullying statement is on display – use IRFU templates</p>
<p><b>Risk of harm if not communicating with staff, volunteers, parents and players</b></p> <p><u>Considerations</u></p> <ul style="list-style-type: none"> <li>• Child Safeguarding Statement and safeguarding policies communicated to members and parents and made available if requested</li> <li>• CWO ID template visible and communicated to all coaches and volunteers working with Age-grade players so contact can be made if harm is identified</li> </ul>	<p>High</p> <p>High</p>	<p>IRFU Policy and Child Safeguarding Statement visible - <a href="https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/safeguarding-policy/">https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/safeguarding-policy/</a></p> <p>ID template distributed to Spirit staff and made available to CWOs</p> <p>Policy is available through Rugby Connect membership registration</p>	<p>CSS available to parents if requested</p>



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<p><b>Risk of harm if complaints and reporting procedures are not in place</b></p> <p><u>Considerations</u></p> <ul style="list-style-type: none"> <li>• Risk of harm (physical, emotional, sexual abuse or neglect) of a child by a staff/volunteer/child if reporting procedure not know</li> <li>• Name of Club, Branch &amp; National Safeguarding Person listed and visible</li> <li>• The IRFU Mandated Person is listed on the CSS</li> <li>• Parents know how to raise a concern</li> <li>• Age-grade squad member can make their concerns known</li> <li>• Do all those involved with age-grade know how to raise a concern with CWO and/or to follow Children First / Our Duty to Care reporting process?</li> <li>• Age-grade coaches/volunteers know how to deal with complaints</li> </ul>	<p>High</p> <p>High</p> <p>High</p> <p>High</p> <p>High</p> <p>High</p>	<p><b>Reporting Procedures</b> - <a href="https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/concerns/">https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/concerns/</a></p> <p><b>Parents information</b> - <a href="https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/parents-guardians/">https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/parents-guardians/</a></p> <p><b>Case Management Reporting Form-</b>  <a href="https://forms.office.com/FormsPro/Pages/ResponsePage.aspx?id=JRvazgodokKeM_5ulrGDeIERAZC3HTJNIFmj9hBUz8ZUMlIVSjQxNjEzUTQ4MFRRMVbIOVpXSTBGUi4u">https://forms.office.com/FormsPro/Pages/ResponsePage.aspx?id=JRvazgodokKeM_5ulrGDeIERAZC3HTJNIFmj9hBUz8ZUMlIVSjQxNjEzUTQ4MFRRMVbIOVpXSTBGUi4u</a></p> <p><b>Young People rights and reporting procedures</b> - <a href="https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/young-people/">https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/young-people/</a></p>	<p>CWO to ensure necessary links to IRFU policy are displayed</p> <p>CWO delivers presentations to coaches</p> <p>CWO records online training by coaches</p>
<p><b>Use of facilities</b></p> <p><u>Considerations</u></p> <ul style="list-style-type: none"> <li>• If hiring facilities has the squad / club checked that appropriate safeguarding procedures have been put in place</li> <li>• Anti-bullying statement is made available to all coaches/volunteers for display and distribution to children and parents</li> <li>• Appropriate medical procedures are in place at the facility</li> </ul>	<p>Medium</p> <p>Medium</p> <p>Medium</p>	<p><b>Facilities Information</b> - <a href="https://www.irishrugby.ie/playing-the-game/medical/">https://www.irishrugby.ie/playing-the-game/medical/</a></p> <p>Event leads to request CSS and/or safeguarding policy, along with anti-bullying statement and CWO ID templates if hiring</p>	<p>Spirit Staff to support event staff as requested</p>





## PART D - IMPLEMENTATION

IRFU and **Killorglin RFC** is committed to the implementation of this Child Safeguarding Statement and the procedures that support our intention to keep children safe from harm while availing of our activities. The club adheres to the IRFU Club Action Plan and reviews annually in accordance with this plan, [https://d2cx26qpfwuhvu.cloudfront.net/irfu/wp-content/uploads/2019/01/08103034/Spirit\\_Club\\_Action\\_Plan\\_18-19\\_Season.pdf](https://d2cx26qpfwuhvu.cloudfront.net/irfu/wp-content/uploads/2019/01/08103034/Spirit_Club_Action_Plan_18-19_Season.pdf)

The Safeguarding Policy is included in relevant club documentation and the club is aware that it is an essential criterion for funding for the Club Support Scheme. Relevant staff, coaches and/or volunteers have received a copy of the policy and signed adherence through the Declaration of Intent. The Child Safeguarding Statement and related safeguarding policies are available to all parents/guardians and members of the public through the links to IRFU website and is available on request, <https://www.irishrugby.ie/playing-the-game/spirit-of-rugby/safeguarding/>

The CWO works with the relevant Spirit of Rugby to implement the CSS. The Spirit staff are appointed to assist clubs with the implementation of the policy and are available to train Club Welfare Officers and related personnel and deal with club queries. They can be contacted at:

- Connacht: Luke Murphy – [luke.murphy@connachtrugby.ie](mailto:luke.murphy@connachtrugby.ie)
- Leinster: Stephen Gore – [stephen.gore@leinsterrugby.ie](mailto:stephen.gore@leinsterrugby.ie)
- Munster: Emily O’Leary – [emilyoleary@munsterrugby.ie](mailto:emilyoleary@munsterrugby.ie)
- Ulster: Kerry Spence – [kerry.spence@ulsterrugby.com](mailto:kerry.spence@ulsterrugby.com)

The CWO has completed Sport Ireland’s SG1 & SG2 training and has received resources supplied with by IRFU (CWO ID templates for display within club grounds and/or club websites, templates for child safeguarding statement, risk assessments, club action plans, anti-bullying statement, club pavement signs and Spirit of Rugby silent behaviour video clips). The CWO has received training in vetting through the ‘clubhouse system’. The **Killorglin RFC** endeavours to utilise these resources in implementing the IRFU Safeguarding Policy.

This Child Safeguarding Statement will be reviewed October 2026