



CHILD SAFEGUARDING STATEMENT

Details of Organisation:

Name	Cricket Leinster as a trading name of The Leinster Cricket Union CLG
Location	Primarily the Leinster Region
Number of staff / club members	<ul style="list-style-type: none">• 9 full time staff• Approximately 5 occasional/part time staff• Approximately 75 volunteers on various sub-committees• 46 member clubs spread across the Leinster Region

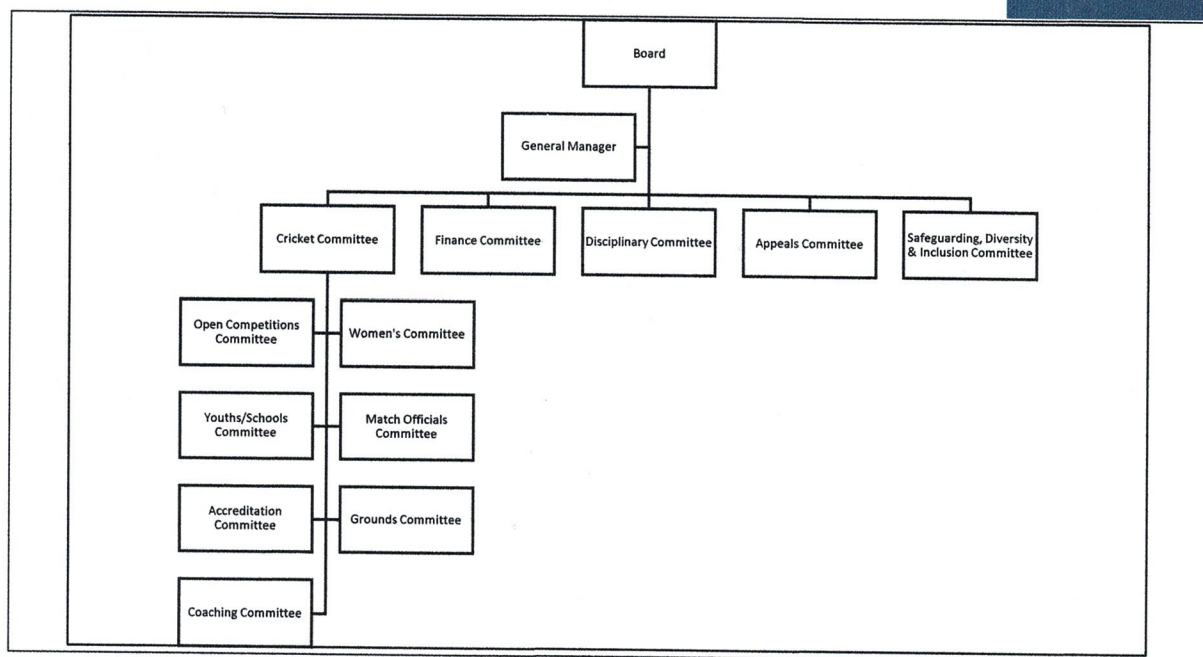
List the activities

Cricket Leinster is responsible for the administration of League and Cup competitions for Men, Women and Children in the Leinster province. Activities include:

- Operation of Cricket Competitions
- E-Technology, Social Media, Photography, video, website
- Children in Open Competitions
- Coaching
- Away games / Tours / Transport
- Administration of First Aid / Medicine
- Team Selection
- Recruitment
- Use of offices by other organisations
- Staff Training
- Care of children with special needs
- Disciplinary procedures, sanctions

Structure of Organisation

The Union is a company Limited by Guarantee with Articles of Association and Management Regulations. The structure encompasses a Board, professional staff, a large volunteer corps in a sub-committee structure:



Level of contact with children

Contact with children would occur in the following areas of operation of Cricket Leinster:

- Provision of coaching in clubs and schools
- Operation of Youth Competitions
- Selection of Youth Representative Teams
- Youth Representative Fixtures

1. Name of service being provided:

To foster and promote participation in the sport of cricket within the community by providing facilities for playing cricket, and opportunities for recreation, coaching and competition

2. Nature of service and principles to safeguard children from harm

The nature of the service provided is to govern the sport of cricket in the Leinster region.

The Leinster Cricket Union believes that the best interests of children and young people availing of our services are paramount. Our guiding principles are underpinned by Children First: National Guidance for the Protection and Welfare of Children and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport. Our guiding principles apply to all staff, volunteers, committee members and students on work placement. All individuals must sign up to and abide by these guiding principles and our child safeguarding procedures.

3. Risk assessment
We have carried out an assessment of any potential risk for harm to a child while availing of services offered by Cricket Leinster. Below is a list of the areas of risk identified and the list of procedures for managing these risks.

Activity	Level Of Risk	Identified Risk	Procedure in place to Manage Risk
E-Technology, Social Media	High	Policy not communicated properly	Detailed Policy
Late collection of children	High	Children going home without permission, inadequate supervision	Coaching Policy; Two adults wait; Registration Meet
Children in Open Competitions	High	Injury, risk not recognised; unknown people and environments at home and away games	Safety regulations implemented; Need specific policy/statement of intent
Changing Rooms and Showering Policy	Medium	Inadequate supervision, inappropriate behaviour	Supervision Policy
Photography, video, website	High	Risk not recognised, policy not communicated	See detailed policy
Physical contact	Medium	Harm by adult, other children	See detailed policy
Away games / Tours / Transport	High	Inadequate supervision	See detailed policy
Bullying	Low	Harm by adults, other children, risk not reported	Anti-bullying policy
One to one coaching	Low	Harm by adult	Coaching Policy
Coaching	Low	Harm by adult	Coaching Policy
Administration of First Aid / Medicine	Low	Injury, risk not recognised, inadequate training	First Aid Policy
Team Selection	Low	Suitability for selection, workload management	Selection Policy
Recruitment	Low	Suitability for Employment; minimum requirements; Vetting	Recruitment & Training Policy
Use of offices by other organisations	Low	Suitability of events, unsupervised access, sensitive information	Office Usage Policy
Staff Training	Low	Policy not known, not implemented	Recruitment & Training Policy
Care of children with special needs	Medium	Particular requirements not catered for	Coaching Policy
Disciplinary procedures, sanctions	Low	Procedures to be suitable and sympathetic to the needs of children	Disciplinary Process Document
Bullying	High	Bullying is not acceptable	Anti-bullying Policy
Coaching in Schools	High	Management of sessions without Teacher present	Schools Coaching Policy



4. Procedures

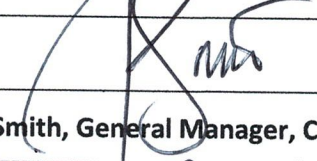
Our Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015, the *Children First: National Guidance*, and Tusla's *Child Safeguarding: A Guide for Policy, Procedure and Practice*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children:

- Procedure for the management of allegations of abuse or misconduct against workers/volunteers of a child availing of our service
- Procedure for the safe recruitment and selection of workers and volunteers to work with children
- Procedure for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm
- Procedure for the reporting of child protection or welfare concerns to Tusla
- Procedure for appointing a relevant person

All procedures listed are available upon request.

5. Implementation

We recognise that implementation is an ongoing process. Our service 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 service. This Child Safeguarding Statement will be reviewed every Twenty Four months or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signed: (Provider)	
[Provider's name and contact details]	Philip Smith, General Manager, Cricket Leinster
Date	8.2.2022

For queries, please contact the Relevant Person under the Children First Act 2015.	Mary Sharp 086 8117302 mary.sharp@cricketleinster.ie
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Procedure for the management of allegations of abuse or misconduct against workers/volunteers of a child availing of our service

If an allegation is made against an employee or a volunteer, the union will ensure that everyone is dealt with in accordance with the union's guiding principles and child safeguarding procedures, the rules of natural justice and relevant employment law. The union has a dual responsibility in respect of the young person and the volunteer. There are two separate procedures to be followed:

1. The reporting procedure to Tusla in respect of the young person and the alleged abuser
2. The internal procedure for dealing with the worker/volunteer.

The priority is to protect the young person while taking account of the worker/ volunteer's right to due process.

- The same person will not have responsibility for making the report and the employment issues
- The agreed reporting procedure will be followed by the DLP or the Deputy DLP
- The Executive must be alerted to the allegation by the DLP or Deputy DLP
- Cricket Ireland (as NGB) must be alerted to the allegation by the DLP or Deputy DLP
- Parents will be informed of any planned action unless there is a further risk to the young person

Personnel Procedures to be followed

- The worker/volunteer is informed by the General Manager of an allegation against him/her
- The worker/ volunteer is accorded the opportunity to respond
- The worker/volunteer is asked to stand down while the matter is being investigated bearing in mind that protective measures do not presume guilt
- The matter will be dealt with in accordance with the Union's disciplinary procedures, if necessary
- Appropriate levels of confidentiality will be maintained

Procedure for the safe recruitment and selection of workers and volunteers to work with children

Procedures for safe recruitment of workers and volunteers

The union will take all reasonable steps to ensure that only suitable people are recruited to work with young people. Procedures have been developed to cover the following:

- Recruitment and selection
- Garda vetting
- Induction on guiding principles and child safeguarding procedures
- Supervision and support for workers and volunteers

Recruitment and selection

- Job role /description which describes the range of duties, accompanied by a person specification that describes the attributes required
- Roles which involve working with children will be advertised including on the union website
- Consent to Garda vetting
- The use of interviews
- References will be obtained
- Evidence will be sought to verify experience and qualifications
- Identification will be sought, if necessary
- Induction will occur as soon as the preferred candidate is appointed
- There will be a probationary period with the length relevant to the nature of the role but not less than one month

Procedure for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm

The child safeguarding training strategy will include the following procedures:

- Induction training to introduce new volunteers/ workers to the union's guiding principles and child safeguarding procedures. This may take the form of the Basic Awareness Course or an in-house information session convened by the Children's Officers
- Coaches, Children's Officers and Designated Liaison Person will attend courses appropriate to their roles
- Refresher courses will be attended every three years
- Dates and names of training programmes will be maintained
- The names of the trainers and the relevant organisations will be maintained
- A signed receipt will be obtained from each volunteer/ worker that they have received a copy of the union's child safeguarding procedures

Procedure for the reporting of child protection or welfare concerns to Tusla

Role and Responsibilities

The name and contact details of the Designated Liaison Person must be known to all workers and volunteers within the union. The union will also appoint a Deputy Designated Liaison person.

Identifying reasonable grounds for concern

The Children's First: National Guidance for the Protection and Welfare of Children states that Tusla should always be informed when a person has reasonable grounds for concern that a child may have been, is being or is at risk of being abused or neglected.

Categories of abuse

Neglect, emotional abuse, physical abuse and sexual abuse. (See Children's First: National Guidance for the Protection and Welfare of Children for definitions and indicators of abuse)

Responding to concerns

- Regardless of how a concern comes to a worker/ volunteer's attention, it must be reported to the Designated Liaison Person
- If reasonable grounds for concern exist, the DLP will make a report to the Tusla duty social worker
- If the DLP decides not to make a report, the worker/volunteer is still entitled to make a report to Tusla
- Recording: there is an obligation to record the details of the concern and the decisions and actions taken
- If there is an immediate risk to the child, the Tusla duty worker is informed as a matter of urgency. If contact is not made with duty social worker, the Garda is informed
- It is best practice to inform parents that a report is being made, but there are instances where this may not be advisable
- Consult Tusla informally, if unsure about making a report
- Complete the Child Protection and Welfare Report Form
- If no report made, keep record of reasons for not making report

Procedure for appointing a relevant person

Procedures for appointing a relevant person

1. The union will appoint one person as Designated Liaison Person. This person will liaise with statutory agencies responsible for child protection and welfare, and will be the resource person to any worker/ volunteer who has child protection concerns

2. The union will appoint a Deputy Designated Liaison Person in the event that the DLP is not available. Contact details for both officers will be displayed prominently on notice board and on website
3. The DLP and Deputy DLP will undertake training appropriate to their roles
4. The Designated Liaison Person will also be the relevant person. He/she will be the first point of contact in relation to the Child Safeguarding Statement

Social Media Policy

Union Officials/ Coaches / Managers

- Have separate union and personal pages
- Adjust privacy settings so that content is only visible to accepted 'friends'
- Do not accept requests from children to be their 'friend'

Rule of thumb: If comment wouldn't be put on union notice board, it does not belong on the union's media pages

- Consent of child is required before posting any pages online – this includes photographs

Coaching Policy – late collection of children, supervision policy, physical contact, care of children with special needs, coaching in schools

Supervision and General Guidelines

Travelling with children

There is extra responsibility taken on by leaders when they travel with children to events. When travelling with young people you should:

- Ensure that there is adequate insurance cover
- Not carry more than the permitted number of passengers
- Ensure use of safety belts
- Avoid being alone with one participant, put passenger in the back seat, drop off at central locations or seek parental permission to transport an individual participant on a regular basis and clearly state times of pick- up and drop off

Supervision

- Make sure there is an adequate adult: child ratio. Recommended ratio is 1:8 under 12 and 1:10 over 12. This will depend on the nature of the activity, the age of the participants and any special needs of the group.
- Where there are mixed groups there should be leaders of both genders
- Avoid being alone with one participant, if you need to talk separately do so in an open environment, in view of others
- Clearly state time for start and end of coaching sessions or competitions
- Keep attendance records and record of any incidents / injuries that arise

Late Collection of Children

If a parent/carer is late, the coach will:

- Attempt to make contact with the parent/carer
- Wait with the young person (preferably accompanied by other adults)
- Not send a child home with another person without prior permission
- Remind parents/carers re late collection policy and procedures
- At a last resort, inform Tusla or the Garda

Away trips

- Written permission of parents / guardians to be obtained at the start of the season for all away trips. This should include permission to travel, behaviour agreement, emergency contact numbers and medical or special needs (including permission to treat participant)
- All participants should sign a behaviour agreement
- Communicate with parents and participants with regard to travel times, competition details, other activities, gear requirements, and any other necessary details
- There must be at least one adult of each gender with a mixed party
- Lights out times should be enforced
- Young players should be under reasonable supervision at all times and should never leave the venue or go unsupervised without prior permission
- Managers and coaches to pay particular attention to players' behaviour while on public transport

Safety

- Coaches / managers have a responsibility to ensure the safety of the players with whom they work
- Ensure activities are suitable for age and stage of development of participants
- Keep a record of any specific medical conditions of the participants
- Keep a record of emergency contact numbers for parents / guardians
- Ensure any necessary protective gear is used
- Ensure First Aid kit is close at hand with access to qualified first-aider
- Know the contact numbers of emergency services
- Keep first aid kit stocked up
- Ensure access to medical personnel if needed and have an emergency plan
- If an incident occurs, make a brief record of injury and action taken. Make a brief record of the problem/action/outcome. Contact the player's parents and keep them informed of all details
- Officials (umpires) should ensure the conduct of the game
- Managers / Coaches should hold appropriate qualifications
- Ensure parents / guardians are informed with regard to finishing time of sessions or events
- Implement safety requirements with regard to the wearing of helmets, bowling restrictions and fielding restrictions

Changing Rooms

- Adults and children do not change at the same time
- Adults and children do not use showering facilities at the same time
- If children are uncomfortable about changing or showering at the club, no pressure is placed on them to do so.

Physical Contact

- Avoid unnecessary physical contact
- Any necessary contact should be in response to the needs of the child and not the adult
- It should be in an open environment with the permission and understanding of the participant
- It should be determined by the age and developmental stage of the participant - Don't do something that a child can do for themselves
- Never engage in inappropriate touching

- Ensure the player's safety, personal development needs and overall cricket experience are considered.

Young People in Adult Cricket

- Each case is to be determined on an individual basis, depending on the player's ability and stage of cognitive and emotional maturity to take part at this level. However, the minimum age guidance provided below must be adhered to.
- Clubs should provide opportunities for children to show their talents in an appropriate way. Children who are used as fielders will not fully experience the game

Duty of Care

- Not to place a young player in a position that involves an unreasonable risk to that young player, taking account of the circumstances of the match and the relative skills of the player
- Not to create a situation that places members of the opposing side in a position whereby they cannot play cricket as they would normally do against adult players.

Videoing as a coaching aid: Video equipment can be used as a legitimate coaching aid. However, permission should first be obtained from the player and the player's parent/guardian. Anyone concerned about any photography taking place at events or training sessions can contact the Children's Officer or Designated Liaison Person and ask them to deal with the matter.

Mobile Phones

Mobile phones are often given to young people for security, enabling parents to keep in touch and make sure they are safe. The use of mobile phones allows quick and easy contact, but it is important that mobile phones are not used to cross personal boundaries and cause harm for young people.

Managers / Coaches / Selectors

- It is not appropriate to have constant communication with individual cricketers
- Texts and email messages for U18s via their parents
- No individual texting or email conversations with U18s without their parents receiving the same messages
- Use group texts
- Adults to be aware of material on social media if there are children on their team
- All contact with children to be in relation to coaching, matches and cricket-related activity
- Ensure that children know procedures if they receive an offensive text message/ photo/ email

Young people

- If you receive an offensive photo, email or message, do not reply to it. Save it, make a note of time and date and inform your parent / guardian /Children's Officer
- Be careful about the people to whom you give your number
- Do not respond to unfamiliar numbers
- Do not use your phone in locations such as changing rooms

Transport / Touring Policy

Travelling with children

There is extra responsibility taken on by leaders when they travel with children to events. When travelling with young people you should:

- Ensure that there is adequate insurance cover

- Not carry more than the permitted number of passengers
- Ensure use of safety belts
- Avoid being alone with one participant, put passenger in the back seat, drop off at central locations or seek parental permission to transport an individual participant on a regular basis and clearly state times of pick- up and drop off

Away trips

- Written permission of parents / guardians to be obtained at the start of the season for all away trips. This should include permission to travel, behaviour agreement, emergency contact numbers and medical or special needs (including permission to treat participant)
- All participants should sign a behaviour agreement
- Communicate with parents and participants with regard to travel times, competition details, other activities, gear requirements, and any other necessary details
- There must be at least one adult of each gender with a mixed party
- Lights out times should be enforced
- Young players should be under reasonable supervision at all times and should never leave the venue or go unsupervised without prior permission
- Managers and coaches to pay particular attention to players' behaviour while on public transport

Safety of Children in Adult Competition Statement

Cricket Leinster is committed to the safety of children taking part in Adult Competition. While the decision to select a child to play for a team in Open Competition is one for each club the following should be noted:

- Cricket Leinster recognises the vulnerable nature of children taking part in adult sports
- All adults have a responsibility to protect children and vulnerable adults taking part in adult competition and Cricket Leinster will hold a club responsible should it or any member of that club not adhere to this
- Clubs are required to enact their own selection policies for children in Adult competition with a recommendation that no player younger than U13 level who has not been selected in a representative squad at that level would be eligible for selection in adult competition. Each case is to be determined on an individual basis, depending on the player's ability and stage of cognitive and emotional maturity to take part at this level.
- Clubs should provide opportunities for children to show their talents in an appropriate way. Children who are used as fielders will not fully experience the game

Duty of Care

- Not to place a young player in a position that involves an unreasonable risk to that young player, taking account of the circumstances of the match and the relative skills of the player
- Not to create a situation that places members of the opposing side in a position whereby they cannot play cricket as they would normally do against adult players.

Photo/Video

Use of Video / Photography and Mobile Phones

Cricket Leinster has adopted a policy in relation to the use of images of cricketers on its website and in other publications as there have been concerns about the risks posed directly and indirectly to children and young people through the use of photographs on sports websites and other publications. Where possible we will try to use models or illustrations when promoting an activity and avoid the use of the first name and surname of individuals in a photograph. This reduces the risk of inappropriate, unsolicited attention from people within and outside the sport.

Rules to guide the use of photography:

- If a cricketer is named, avoid using their photograph.
- If a photograph is used, avoid naming the cricketer.
- Ask for the cricketer's permission to use their image. This ensures that they are aware of the way the image is to be used to represent the sport.
- Ask for parental permission to use their image. This ensures that they are aware of the way the image is to be used to represent the sport. (See parental consent form)
- Create recognised procedure for reporting the use of inappropriate images to reduce the risks to cricketers. Follow the child protection procedures, ensuring either the designated officer or the social service and/or police are informed.

Amateur photographers/film/video operators wishing to record an event or practice session should seek accreditation with the children's officer or leader of session. When commissioning professional photographers or inviting the press to an activity or event we will aim to ensure they are clear about our expectations of them in relation to child protection. Professional photographers/film/video operators wishing to record an event or practice session should seek accreditation with the children's officer or event organiser by producing their professional identification for the details to be recorded. We will then:

- Provide a clear brief about what is considered appropriate in terms of content and behaviour

- Issue the photographer with identification which must be worn at all times
- Keep a record of accreditations
- Not allow unsupervised access to athletes or one to one photo sessions at events

Not approve/allow photo sessions outside the events or at a player's home

Anti-Bullying Policy

What is Bullying?

Bullying can be defined as repeated aggression be it verbal, psychological or physical conducted by an individual or group against others.

It is behaviour that is intentionally aggravating and intimidating and occurs mainly in social environments such as schools, clubs and other organisations working with children and young people.

Combating Bullying

The anti-bullying policy of Cricket Leinster CC includes the following measures:

- Ensures that all members follow the code of conduct, which promotes the rights and dignity of each member.
- Raises awareness of bullying as an unacceptable form of behaviour
- Complaints procedure used if bullying occurs
- Provides comprehensive supervision at all games and during the course of tours
- Provides a supportive environment for victims of bullying
- Obtains co-operation of parents / guardians to combat bullying

First Aid Policy

Safety

- Coaches / managers have a responsibility to ensure the safety of the players with whom they work
- Ensure activities are suitable for age and stage of development of participants
- Keep a record of any specific medical conditions of the participants
- Keep a record of emergency contact numbers for parents / guardians
- Ensure any necessary protective gear is used
- Ensure First Aid kit is close at hand with access to qualified first-aider
- Know the contact numbers of emergency services
- Keep first aid kit stocked up
- Ensure access to medical personnel if needed and have a emergency plan
- If an incident occurs, make a brief record of injury and action taken. Make a brief record of the problem/action/outcome. Contact the player's parents and keep them informed of all details
- Officials (umpires) should ensure the conduct of the game
- Managers / Coaches should hold appropriate qualifications
- Ensure parents / guardians are informed with regard to finishing time of sessions or events
- Implement safety requirements with regard to the wearing of helmets, bowling restrictions and fielding restrictions

Selection Policy – youth & adult

Cricket Leinster is committed to having a fair and transparent selection policy for both Youth Cricket Squads and youth cricketers in adult representative teams. As a minimum the following should be in place:

- A selection committee for each team or group of teams
- A Chair of each selection committee
- At least two other members of each selection committee over and above the chair
- Three selectors will form a quorum on each committee
- Roles as selector will be advertised on the Cricket Leinster Website or chosen from Cricket Leinster staff

Disciplinary Process Document

The current process is here:

https://www.cricketleinster.ie/media/Guidance/099_cricket-leinster-disciplinary-procedures/099_cricket-leinster-disciplinary-procedures-51363635.pdf

This is undergoing update at present

Protection for Persons Reporting Child Abuse, 1998 (IRL)

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 Tusla or the Gardai (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 Tusla 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.

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 Liaison Person with responsibility for reporting abuse. If the Designated Liaison 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 board/social services who have statutory responsibility to investigate and assess suspected or actual child abuse
- (c) In cases of emergency, where a child appears to be at immediate and serious risk and the Designated Liaison 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 Liaison Person is unsure whether reasonable grounds for concern exist s/he can informally consult with the Tusla. S/he will be advised whether or not the matter requires a formal report.

- (e) A Designated Liaison 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**
- (f) In instances where Cricket Leinster finds that it does not have reasonable grounds for reporting a concern to the Statutory Authorities, the member who raised the concern should be given a clear statement by the Designated Liaison Person of the reasons why Cricket Leinster is not taking action. The member should be advised that if they remain concerned about the situation, they are free to consult with, or report to Tusla. It is best to report child abuse concerns by making personal contact with relevant personnel Tusla and then to follow up in writing

Response to a Child Disclosing Abuse

- (a) Advise the child that it is not possible that any information will be kept a secret
- (b) Deal with allegation of abuse in sensitive manner by listening to and facilitating the child to tell about the problem
- (c) Stay calm
- (d) Do not make any judgmental statement about the person against whom the allegation is being made
- (e) Use non-specific questions such as "Can you explain what you mean by that?"
Let the child tell the story in his/her own words
- (f) Give the child a general indication of what will happen next such as informing parents / guardians, health board or social services

Allegations against Sports Leaders

Cricket Leinster 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 Cricket Leinster, two procedures should be followed:

- The reporting procedure in respect of suspected child abuse
- The procedure for dealing with the Sports Leader

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.

Steps to be taken

- Advice to be sought from local duty social worker with regard to any action necessary to protect the child who may be at risk
- Matter report to Tusla by Designated Liaison Person
- The Chairperson 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, and to be accompanied by another adult.
- 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.

- 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.
- The Executive Committee should be informed by the Chairperson that the leader has been asked to stand aside
- The Executive will 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 in a sensitive manner to the parents / guardians of the child about whom there are concerns
- Giving information to others on a 'need to know' basis for the protection of a child is not a breach of confidentiality

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 Children's Officer or the Designated Liaison Person. The information should be checked out and handled in a confidential manner.

Rumours

Rumours should **not** be allowed to hang in the air. Any rumours relating to inappropriate behaviour should be brought to the attention of the Designated Liaison Person or the Children's Officer and checked out without delay.

Disclosing Information to Others

Republic of Ireland

The Irish Sports Council recommends that best practice is to disclose the information requested by a third party which is given in order to provide protection to a young person now or in the future