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Introduction by the Chief Executive

It is the role of a governing body to promote its sport in its territory. More than that, it should be the role of that body to promote enjoyment of the sport, across all ages and level of ability, from the playground to the international arena.

In order to facilitate that enjoyment, it is the duty of the sport to provide at all levels a safe and friendly environment for children – a responsibility which Cricket Ireland takes very seriously.

Building on the previous iteration, this manual is intended to be a single resource for how staff, coaches, parents and volunteers should understand and discharge their vital duties towards managing the safety and security of children involved in our sport.

It exists as a guidance tool to support those involved in management of our sport, to ensure the game is managed safely and in line with current guidance and legislation, and to ensure that best practice is followed.

Although this guide is comprehensive, it is not intended to be intimidating – instead, our aim is to ensure that at every level of the game it provides our sport's employees and its valued volunteers the tools to support the safe growth of the game in Ireland.

We thank you sincerely for helping us make our game as strong, safe and successful as it deserves to be.



Warren Deutrom
Chief Executive



1. Glossary

1.1 Glossary of Terms

The glossary of terms shown below is based on the principles set out in *Children 1st* and *Co operating to Safeguard Children and Young People*, these are guidance for inter-agency work to safeguard and promote the welfare of children.

| | |
|---|---|
| Safeguarding and promoting the welfare of children | This is the process of protecting children from maltreatment, preventing impairment of health and development, and ensuring they grow up in circumstances consistent with the provision of safe and effective care ensuring children have optimum life chances and enter adulthood successfully. |
| Child Protection | Child protection is part of safeguarding and promoting welfare. This refers to the activity undertaken to protect children Effective child protection is essential as part of the wider work to safeguard and promote the welfare of children. However, all agencies and individuals should proactively aim to safeguard and promote the welfare of children so that the need for action to protect children from harm is reduced. |
| Abuse | In the context of this manual “abuse” is given to mean a variety of different types of abuse and not simply abuse of a sexual manner. For definitions of the different types of abuse please see pages 11-13. |
| Children & Young People | A child or young person is defined by the law in both jurisdictions as a person under the age of 18 years who is not married. |
| Parent / guardian | For the purposes of this document when referring to parent/guardian, the term is used to include parents, legal guardians, and/or carers. |
| Bullying | Defined as “unwanted negative behaviour, verbal, psychological or physical conducted by an individual or group against another person (or persons) and which is repeated over time”. |
| Age of consent | <p>The Sexual Offences (NI) Order 2008 became operational on 2 February 2009. This legislation effectively brought Northern Ireland into line with the rest of the UK in terms of the law relating to when young people are deemed to be able to consent to sexual activity. Specifically, the age of consent has been reduced from 17 years old to 16 years old. It has also introduced new offences of sexual abuse against children under the age of 13.</p> <p>In the Republic of Ireland under the Criminal Law (Sexual offences) Act 2006 the age of consent is 17 years.</p> |
| Statutory Authorities | The authorities who promote the protection and welfare of young people and vulnerable adults who have the responsibility for the investigation and/or validation of suspected child abuse, i.e., in the ROI it is An Garda Síochána and TUSLA, and in NI it is the Police Service of Northern Ireland (PSNI) and the Health and Social Care Trusts (HSCT). |

1. Glossary

1.2 Glossary of Abbreviations

| | |
|-----------------|--|
| CI | Cricket Ireland |
| Sport NI | Sport Northern Ireland |
| SI | Sport Ireland |
| CGP | Code of Good Practice |
| CPSU | Child Protection in Sport Unit |
| DBS | Disclosure Barring Scheme |
| LP | Liaison Person |
| NSO | National Safeguarding Officer |
| CCO | Club Children's Officer |
| DLP | Designated Liaison Person |
| PUDLP | Provincial Union Designated Liaison Person |

Acknowledgments

Cricket Ireland would like to acknowledge the input and support of so many of our stakeholders in the development of this resource.

It would not have been possible without the input of many individuals. There are too many to thank individually but they include those in:

- Sport Ireland
- Child Protection in Sport Unit – NSPCC
- Access NI
- Garda Vetting Bureau
- Various stakeholders in
 - Cricket Leinster
 - Northern Cricket Union
 - North West Cricket Union
 - Munster Union

2. Cricket Ireland's Policy Statement on Child Safeguarding

- Cricket Ireland is committed to ensuring all children, have a safe, positive and fun experience, whatever their level of involvement in cricket. The welfare of all children is paramount
- All children, regardless of age, gender, race, religion, sexual orientation, ability or disability, have the right to enjoy cricket in an environment within cricket that is safe from abuse of any kind. Cricket Ireland recognises the importance of safeguarding children and is committed to developing, and implementing, policies and procedures which ensure that everyone knows, and accepts, their responsibility in relation to a duty of care of children
- Cricket Ireland is committed to ensuring that there are correct and comprehensive procedures for responding to, recording, and reporting child safeguarding concerns
- Cricket Ireland will work with all relevant parties to ensure all suspicions and allegations are taken seriously, managed and dealt with swiftly and appropriately in line with Cricket Ireland policies and procedures and any statutory guidance
- It is a mandatory that all Cricket Unions, affiliated leagues and clubs must adopt and implement the Cricket Ireland Child Safeguarding Policy and they will be supported to do so through education and training
- All affiliated clubs in ROI must appoint a Club Children's Officer & a Designated Liaison person to ensure that appropriate procedures are followed
- All affiliated clubs in Northern Ireland must appoint a Club Children's Officer
- Cricket Ireland recognises the responsibility of the statutory agencies and is committed to working with all relevant personnel to comply with their procedures and statutory guidance
- Cricket Ireland is committed to promoting safe, recruitment procedures and good practice for individuals working within cricket

whether in a paid or voluntary capacity

- Cricket Ireland will ensure that individuals will receive support through education and training, to be aware of, and understand, best practice and how to manage any safeguarding issues, which may come to light
- Cricket Ireland recognises that it is not the responsibility of those working in cricket to determine if abuse has taken place, but it is their responsibility to act upon and report any concerns

It is important to understand that safeguarding should not be viewed as a stand-alone process, which sits in isolation from other activities within cricket. Safeguarding is about creating a culture, which is fully integrated and helps direct the game and the provision of services that are offered to participants. Safeguarding in cricket is based upon the concept of providing an enjoyable environment tailored to the needs and requirements of children.

From a legislative perspective, there is clear statutory guidance about the arrangements which must be in place in any organisation that provides services for, or works with, children. A policy decision has been taken by Cricket Ireland to work to the highest standard of guidance in all locations throughout the Northern Ireland and the Republic of Ireland where Cricket Ireland is the Governing Body.

Child safeguarding responsibilities at club level

Cricket Ireland, as cricket's Governing Body in Ireland has produced this guide to provide information and steps to be taken to safeguard and protect children involved in cricket. However, it is vital that responsibility and ownership for child safeguarding is shared and that not only the governing body, but each individual Provincial Union, club staff and volunteers implement

2. Cricket Ireland's Policy Statement on Child Safeguarding

Cricket Ireland's approach and procedures for child safeguarding.

It is vital that all personnel in a position of responsibility such as coaches, recruiters and managers take ownership for ensuring that the child safeguarding measures described in this manual are implemented consistently at a club level.

This guide details Child Safeguarding areas under which Cricket Ireland requires specific actions and responsibilities of each of its clubs.

This guide takes into account relevant legislation and statutory guidance at the time of publication. It does not intend to make the reader an expert on the legal framework, or the subject of safeguarding, but instead it offers practical guidance for those involved in providing cricket activities for children, aiming to increase general awareness of both mandatory requirements and good practice.

It is a mandatory requirement for every club affiliated to Cricket Ireland to adopt the manual and its policies and develop their own Safeguarding Policy Statement.

The guide is based on the guidelines and legislation outlined in the following documents:

- The Code of Ethics and Good practice for Children's Sport, Irish Sports Council and Sport NI, 2019 (COE reviewed in 2019)

For Republic of Ireland Clubs should reference;

- Children First Act. 2017
- Our Duty to Care, Dept. of Health & Children 2002

- Criminal Law (sexual offences) Act 2006 The Protection for Persons Reporting Child Abuse Act 1998
- The National Vetting Bureau Act 2012 Children First Act 2015

For Northern Ireland Clubs should reference;

- Children (NI) Order, 1995
- Co-operating to Safeguard Children and Young People, 2016
- Area Child Protection Committee Regional Policy and Procedures, 2005
- Keeping Children Safe - Our Duty of Care, 2017
- Safeguarding Vulnerable Groups (NI) Order 2007 Sexual Offences (NI) Order 2008
- Criminal Law (NI) Act 1967 Protection of Freedoms Act 2012

Safeguarding or Child Protection: - The term child protection has been extended to safeguarding because it reflects the wider responsibility for health, safety and prevention as well as protection from abuse. It may be defined as: Doing everything possible to minimise the risk of harm to children and young people.

Safeguarding is about being proactive and putting measures in place in advance of any contact with children to ensure that children are going to be kept safe. This includes as an example::

- Ensuring staff/volunteers are properly vetted as part of their roles
- Guidelines for people who come into contact with children as part of their roles
- Guidelines for planning an event or activity with children and putting measures in place to minimise the risk of safeguarding issues occurring.

The Sport NI website contains a range of resources in relation to safeguarding and good practice. These documents are targeted at club level in minor sports who do not have a governing body. For the avoidance of doubt CI affiliated clubs should refer to the HYPERLINK "<http://www.cricketireland.ie/about/child-safeguarding>" information in this manual which replaces any documents found in the resources section of the Sport NI website.

3. Cricket Ireland's Safeguarding Statement

Each club must display its own Child Safeguarding Policy Statement (example template provided in 'Policies section') demonstrating its commitment to child safeguarding and follow the steps detailed in this manual.

Cricket Ireland is a National Governing Body providing sporting activities and opportunities for children and young people through participation in clubs, regional/provincial events and through our national teams. Cricket Ireland offers sporting activities to children and young people from the age of four years old.

Cricket Ireland is committed to safeguarding children and by working under the guidance of our Safeguarding Policies and procedures, our staff, both volunteers and employed working with our children and young people, seek to create a safe and fun environment for children and young people to participate in sport.

Cricket Ireland's *written Risk Assessment* document indicates the areas of potential risk of harm, the likelihood of the risk occurring, and gives the required policy, guidance or process documents required to alleviate these risks.

Cricket Ireland's Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015, **(the Children First: National Guidance for the Protection and Welfare of Children (2017), and Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice)**. Each Cricket Club under the NGB publishes their own Club Child Safeguarding Statement.

In addition to our risk assessment Cricket Ireland has further procedures that support our intention to safeguard children while they are availing of our activities.

Cricket Ireland has the following procedures in place as part of our Safeguarding Policies:

- Procedures for the management of allegations of abuse or misconduct by staff or volunteers against a child availing of our activities;
- Procedures for the safe recruitment and selection of staff and volunteers to work with children in our activities;
- Procedures for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm;
- Procedure for reporting of child protection or welfare concerns to Statutory Authorities;
- All procedures/policies listed are available on Cricketireland.ie.

The Mandated Person for Cricket Ireland is Eimear Hubble.

We recognise that implementation is an ongoing process. We are committed to the implementation of this Child Safeguarding Statement and the accompanying child welfare safeguarding policies and procedures that support our intention to keep children safe from harm while participating in our activities. This Child Safeguarding Statement will be reviewed on 15/10/2021 or as soon as practicable after there has been material change in any matter to which the statement refers.

This statement is published on the Cricket Ireland website and displayed in a prominent place on the premises.

It has been provided to all staff, volunteers and any other persons involved with the service. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and members of the public if requested.

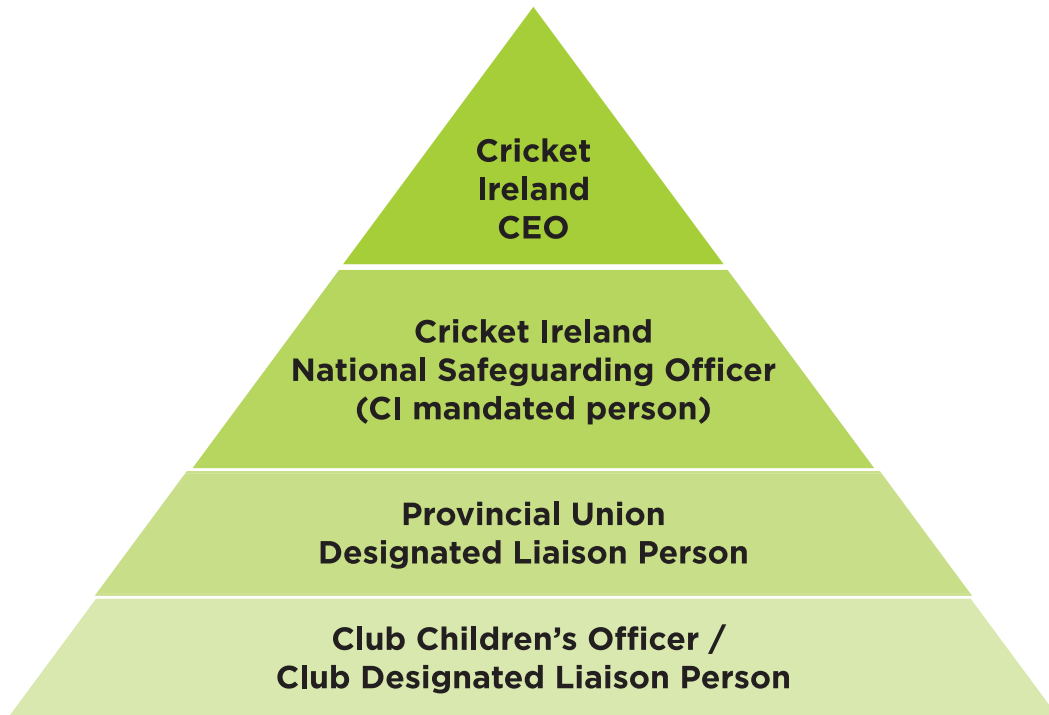


Date: 01/10/2020

Eimear Hubble
Cricket Ireland National Safeguarding Officer

For further information on the above please contact Eimear Hubble
Email: eimear.hubble@cricketireland.ie Phone: **018673337**

4. Cricket Ireland Safeguarding Structure



Within Cricket there is a number of individuals who have specific responsibility for Child Safeguarding across Cricket Ireland, Provincial Unions and Clubs.

Cricket Ireland

The National Safeguarding Officer is both The Designated Liaison Person (DLP) and the mandated person and is the most senior authority with overall accountability for ensuring that any potential issues are reported appropriately and that legislative requirements are complied with at Cricket Ireland.

The National Safeguarding Officer coordinates a team of individuals which are tasked with raising and reporting any child safeguarding concerns, and which actively supports and audits the implementation of child safeguarding at club level as follows:

The role of the NSO is as follows:

- To be the delegated authority and be responsible for and manage day to day child

safeguarding issues within the organisation

- To be responsible for updating the content of the Cricket Ireland Child Safeguarding manual and its policies and procedures and advise accordingly
- The policy is the responsibility of the board to keep up to date with all relevant Government legislation across Ireland in relation to Safeguarding and informs the organisation of any policy changes accordingly
- To make the decision when to involve the CEO in child safeguarding issues
- To ensure that Cricket Ireland Designated Liaison Persons and Children's Officers are appropriately trained and supported to manage child safeguarding issues

To ensure that Cricket Ireland audits and reports on child safeguarding issues as appropriate and in accordance with its Board agreement.

Provincial Union

Provincial Union Designated Liaison Person The four main Provincial Unions each have a Provincial

4. Cricket Ireland Safeguarding Structure

Union Designated Liaison Person (PUDLP). The role of the PUDLP is to ensure all clubs within the union meet their child safeguarding requirements, and to be the first point of call for any child protection concerns beyond the individual Club Children's Officer (see below) and to liaise directly with the National Safeguarding Officer. Names and contact details of the current incumbents are available on the Cricket Ireland website (www.cricketireland.ie) or can be obtained by contacting CI on 00 353 18947914.

Provincial Union Designated Liaison Person responsibilities

- Have knowledge of this Child Safeguarding Policy and guidance and Code of Good Practice and statutory guidelines
- Assist the National Safeguarding Officer with relevant child safeguarding tasks at a NI or ROI regional level including auditing compliance and reporting back on child safeguarding issues
- Be familiar with and carry out reporting procedures as outlined
- Be aware of national and local services responsible for safeguarding
- In conjunction with the NSO, to inform statutory authorities of relevant concerns about children within a Provincial cricket setting
- In conjunction with the NSO, to liaise with Statutory Authorities and other agencies as appropriate
- In conjunction with the NSO, to ensure that coaches/managers are aware of any allegations against them after consulting statutory authorities when relevant
- To ensure that an individual case record is maintained of action taken by the Provincial Union, the liaison with other agencies and the outcome. To undertake training in relation to safeguarding
- To communicate with Club Children's Officer to ensure the distribution of the Code of Good Practice. To assist in the development of a

record-keeping system which maintains confidentiality while allowing for appropriate information to be passed on to relevant authorities where necessary

- To assist with the ongoing development and implementation of Cricket Ireland's safeguarding needs

Club

Designated Liaison Person (Club)

- The Designated Liaison Person is responsible for ensuring that the standard reporting procedure is followed, so that suspected cases of child neglect or abuse are referred promptly to the Child and Family Agency Duty Social Worker. In the event of an emergency where a child is in immediate danger and TUSLA/HSCT cannot be contacted, you should contact An Garda Siochana/Police Services Northern Ireland
- The Designated Liaison Person should ensure that they are knowledgeable about child protection and undertake any training considered necessary to keep themselves updated on new developments

Club Children's Officer

Each club should have an individual appointed as the Club Children's Officer (see template role description). The role of the Club Children's Officer is as follows:

- To promote the values, attitudes and structures which make sports enjoyable for young people
- To have knowledge of the Child Safeguarding Guide and Code of Good Practice and statutory guidelines
- To be the first point of contact at a club level for any children, staff/players or parents with child safeguarding concerns
- To be aware of national and local services responsible for safeguarding
- To raise any serious child safeguarding

4. Cricket Ireland Safeguarding Structure

concerns with TULSA /HSCT (see template role discription)

- To be familiar with, and following discussion with the PUDLP or NSO, carry out reporting procedures as outlined in the guidance document
- To ensure that records are kept in a secure location and access is on a “need to know” basis
- To commit to attendance at appropriate training
- To co-ordinate the training of others at club level
- To circulate relevant information and resource materials at a club level

In addition, a poster format has been created to be displayed in each club communicating Cricket Ireland’s child safeguarding procedures and key personnel within Provincial Unions.

5. Definition of Abuse

All those involved in children's sport have a responsibility to be able to recognise and respond to signs and indicators of child abuse.

Guidance – defining abuse

A person may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, by a stranger. Children can be abused by adults or other children. There is growing evidence to suggest that peer abuse is an increasing concern for children.

The definitions of abuse are detailed below:

Physical abuse

Physical abuse is when someone deliberately hurts a child physically or puts them at risk of being physically hurt. It may occur as a single incident or as a pattern of incidents. A reasonable concern exists where the child's health and/or development is, may be, or has been damaged as a result of suspected physical abuse.

Physical abuse can include the following:

- Physical punishment
- Beating, slapping, hitting or kicking
- Pushing, shaking or throwing
- Pinching, biting, choking or hair-pulling
- Use of excessive force in handling
- Deliberate poisoning
- Suffocation
- Fabricated/induced illness
- Female genital mutilation

Sexual abuse

Sexual abuse occurs when a child is used by another person for his or her gratification or arousal, or for that of others. It includes the child being involved in sexual acts (masturbation, fondling, oral or penetrative sex) or exposing the

child to sexual activity directly or through pornography.

Child sexual abuse may cover a wide spectrum of abusive activities. It rarely involves just a single incident and in some instances occurs over a number of years. Child sexual abuse most commonly happens within the family, including older siblings and extended family members.

Cases of sexual abuse mainly come to light through disclosure by the child or his or her siblings/friends, from the suspicions of an adult, and/or by physical symptoms.

Examples of child sexual abuse include the following:

- Any sexual act intentionally performed in the presence of a child
- An invitation to sexual touching or intentional touching or molesting of a child's body whether by a person or object for the purpose of sexual arousal or gratification
- Masturbation in the presence of a child or the involvement of a child in an act of masturbation
- Sexual intercourse with a child, whether oral, vaginal or anal
- Sexual exploitation of a child, which includes:
 - Inviting, inducing or coercing a child to engage in prostitution or the production of child pornography [for example, exhibition, modelling or posing for the purpose of sexual arousal, gratification or sexual act, including its recording (on film, or other media) or the manipulation, for those purposes, of an image by computer or other means]
 - Inviting, coercing or inducing a child to participate in, or to observe, any sexual, indecent or obscene act
 - Showing sexually explicit material to children, which is often a feature of the 'grooming' process by perpetrators of abuse

5. Definition of Abuse

- Exposing a child to inappropriate or abusive material through information and communication technology
- Non forced sexual activity involving an adult and an underage person

Emotional abuse

Emotional abuse is the systematic emotional or psychological ill-treatment of a child as part of the overall relationship between a caregiver and a child. Once-off and occasional difficulties between a parent/carer and child are not considered emotional abuse. Abuse occurs when a child's basic need for attention, affection, approval, consistency and security are not met, due to incapacity or indifference from their parent or caregiver. Emotional abuse can also occur when the adults responsible for taking care of children are unaware of and unable (for a range of reasons) to meet their children's emotional and developmental needs. Emotional abuse is not easy to recognise because the effects are not easily seen.

A reasonable concern for the child's welfare would exist when the behaviour becomes typical of the relationship between the child and the parent or carer.

Emotional abuse may be seen in some of the following ways:

- Rejection
- Lack of comfort and love
- Lack of attachment
- Lack of proper stimulation (e.g. fun and play)
- Lack of continuity of care (e.g. frequent moves, particularly unplanned)
- Continuous lack of praise and encouragement
- Persistent criticism, sarcasm, hostility or blaming of the child
- Bullying
- Conditional parenting in which care or affection of a child depends on his or her

behaviours or actions

- Extreme overprotectiveness
- Inappropriate non-physical punishment (e.g. locking child in bedroom)
- Ongoing family conflicts and family violence
- Seriously inappropriate expectations of a child relative to his/her age and stage of development

There may be no physical signs of emotional abuse unless it occurs with another type of abuse. A child may show signs of emotional abuse through their actions or emotions in several ways. These include insecure attachment, unhappiness, low self-esteem, educational and developmental underachievement, risk taking and aggressive behaviour.

It should be noted that no one indicator is conclusive evidence of emotional abuse. Emotional abuse is more likely to impact negatively on a child where it is persistent over time and where there is a lack of other protective factors.

Neglect

Neglect occurs when a child does not receive adequate care or supervision to the extent that the child is harmed physically or developmentally. It is generally defined in terms of an omission of care, where a child's health, development or welfare is impaired by being deprived of food, clothing, warmth, hygiene, medical care, intellectual stimulation or supervision and safety. Emotional neglect may also lead to the child having attachment difficulties. The extent of the damage to the child's health, development or welfare is influenced by a range of factors. These factors include the extent, if any, of positive influence in the child's life as well as the age of the child and the frequency and consistency of neglect.

5. Definition of Abuse

Neglect is associated with poverty but not necessarily caused by it. It is strongly linked to parental substance misuse, domestic violence, and parental mental illness and disability.

A reasonable concern for the child's welfare would exist when neglect becomes typical of the relationship between the child and the parent or carer. This may become apparent if a child is seen over a period of time, or the effects of neglect may be obvious based on having seen the child once.

The following are features of child neglect:

- Children being left alone without adequate care and supervision
- Malnourishment, lacking food, unsuitable food or erratic feeding
- Non-organic failure to thrive, i.e. a child not gaining weight due not only to malnutrition but also emotional deprivation
- Failure to provide adequate care for the child's medical and developmental needs, including intellectual stimulation
- Inadequate living conditions – unhygienic conditions, environmental issues, including lack of adequate heating and furniture
- Lack of adequate clothing
- Inattention to basic hygiene
- Lack of protection and exposure to danger, including moral danger, or lack of supervision appropriate to the child's age
- Persistent failure to attend school
- Abandonment or desertion

engagement in criminal activity, begging, benefit or other financial fraud or child trafficking.

Exploitation of a child extends to the recruitment, transportation, transfer, harbouring or receipt of children for the purpose of exploitation.

Exploitation can be sexual in nature. (CtSC&YP 2017)

Physical Indicators:

- Have access to money that cannot be accounted for
- Using alcohol or drugs
- Getting collected in cars by unknown adults

Behavioural Indicators:

- Staying out late or overnight
- Change in peer group friends
- Being secretive
- Being withdrawn from family

Exploitation (NI)

This is a fifth type of abuse that is defined in NI only. It is the intentional ill-treatment, manipulation or abuse of power and control over a child or young person; to take selfish or unfair advantage of a child or young person or situation, for personal gain. It may manifest itself in many forms such as child labour, slavery, servitude,

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6.1 Common indicators of abuse

When reading the information outlined in this section, everyone MUST remember the following key point: *It is not the responsibility of those working in cricket to decide that child abuse is occurring, but it is their responsibility to act on any concerns.*

All those in cricket who work with children need to be aware of indicators of abuse to ensure that the cricket provides an effective safeguarding and protection programme.

Indications that a child is being abused can include physical and/or behavioural signs which may include the following:

- Unexplained or suspicious injuries such as bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries
- An injury and the explanation for it seem inconsistent
- The child describes what appears to be an abusive act involving him/her
- Someone else (a child or adult) expresses concern about the welfare of another child
- Unexplained changes in behaviour (for example, becoming very quiet, withdrawn or displaying sudden outbursts of temper)
- Inappropriate sexual awareness. Engaging in sexually explicit behaviour
- Distrust of adults, particularly those with whom a close relationship would normally be expected. Has difficulty in making friends
- Stops, or is prevented from, socialising with other children
- Displays variations in eating patterns, including overeating or loss of appetite
- Loses weight for no apparent reason
- Becomes increasingly dirty or unkempt
- Excessive fear of making mistakes

It should be recognised that this list is not

exhaustive and the presence of one or more of the indicators is not proof that abuse is actually taking place, but may be indicative of a need to report concerns.

Some changes in behaviour can be caused by changes at home, for example, if a bereavement occurs. Parents/carers are strongly encouraged to inform the coach or Club Children's Officer of any significant changes which may affect the behaviour of their child.

6.2 Reporting suspected or disclosed child abuse

The following steps should be taken in reporting child abuse to the statutory authorities:

- Observe and note dates, times, locations and contexts in which the incident occurred or suspicion was aroused, together with any other relevant information
- Report the matter as soon as possible to the DLP with responsibility for reporting abuse. If the DLP (Club DLP or PUDLP) has reasonable grounds for concern, s/he will make a report to TUSLA/HSCT/ social services who have statutory responsibility to investigate and assess suspected or actual child abuse
- In cases of emergency, where a child appears to be at immediate and serious risk and the DLP 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
- If the DLP is unsure whether reasonable grounds for concern exist s/he can informally consult with TUSLA/HSCT. S/he will be advised whether or not the matter requires a formal report
- A Designated Liaison Person reporting suspected or actual child abuse to the Statutory Authorities will first inform the

6. Guidelines

family of their intention to make such a report, unless doing so would endanger the child or undermine an investigation

- In instances where the Designated Liaison Person finds that they do 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 this decision was taken. The member should be advised that if they remain concerned about the situation, they are free to consult with, or report to, the Statutory Authorities
- It is best to report child abuse concerns by making personal contact with relevant personnel in the Statutory Authorities and then to follow up in writing

6.3 Response to a child disclosing abuse

- Advise the child that it is not possible that any information will be kept a secret
- Deal with allegation of abuse in sensitive manner by listening to and facilitating the child, but that confidentiality will be maintained
- Stay calm
- Do not make any judgmental statement about the person against whom the allegation is being made
- Use open questions such as “Can you explain what you mean by that?” Let the child tell the story in his/her own words
- Give the child a general indication of what will happen next such as informing parents/guardians, TULSA/HSCT/Social Services

6.4 Internal allegations within cricket

If an allegation is made against a manager/coach/

selector/volunteer working within cricket (Cricket Ireland, Provincial Unions or Clubs) the following procedures will be followed:

- The reporting procedure in respect of suspected child abuse.
- The procedure for dealing with an allegation against a sports leader or volunteer

The safety of the child making the allegation should be considered and the safety of any other children who may be at risk. All necessary steps must be taken to protect children within the care of cricket. (see section on Case Management)

The issue of confidentiality is important. Information is on a need to know basis and the person against whom the allegation is made 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 reported to local statutory authorities by Designated Liaison Person
- After consultation with statutory agency, in appropriate cases the Chairperson of the Club and the Designated Liaison Person should privately inform the person that
 - An allegation has been made against him/her and
 - The nature of the allegation. He/she should be afforded an opportunity to respond, and to be accompanied by another adult
- The person will be asked to step aside by the Club Chairperson. The person must do so 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, management teams) should be afforded

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appropriate respect, fairness, support and confidentiality at all stages of the procedure

- The Club Designated Liaison Person should inform the Provincial Union Designated Liaison Person that a member/leader has been asked to stand down. The PUDLP should inform the NSO as promptly as is possible. They should keep in touch until there is a definitive outcome from statutory authorities. Please note the Club DLP can also contact the NSO directly
- The NSO and the PUDLP and Club DLP will work together in conjunction with the authorities to ensure all correct safeguarding parameters are in place
- Any investigation by statutory agencies takes priority and until that comes to conclusion, no disciplinary actions can be taken.
- A Disciplinary committee can consider disciplinary action against the member/leader after the statutory agency have completed their investigation
- The Club Chairperson and Designated Liaison Person 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. This case can go to the National Safeguarding panel

6.5 Confidentiality

Confidentiality should be maintained in respect of all issues and people involved in cases of abuse, welfare concerns 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.

- A promise secrecy cannot be given, as the welfare of the child will supersede all other considerations but confidentiality will be guaranteed

- 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

6.6 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 are 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 considered and handled in a confidential manner. Advice should be sought from statutory authorities if information reaches this level of concern.

6.7 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 considered without delay.

6.8 Legal Protection

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 the Health Board or the Gardai. The act also covers the offence of

6. Guidelines

‘false reporting’. The main provisions of the Act are:

- The provision of immunity from civil liability to any person who reports child abuse “reasonably and in good faith” to designated officers of Health Boards or any member of An Garda Síochána;
- 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;
- 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

This law does not exist in Northern Ireland, but an individual who reports concerns in ‘good faith’ is not deliberately attempting to slander another person’s name. In Northern Ireland there is legislation, (the Criminal Law Act (NI) 1967) which places the responsibility on everyone to report offences or to forward information to the police by emphasising the, ‘duty of every other person, who knows or believes,

- that the offence or some other arrestable offences has been committed: and
- that he/she has information which is likely to secure, or to be material assistance in securing the apprehension, prosecution or conviction of any person for that offence’

6.9 Responding to Non-Recent Allegations of Abuse

It is possible that non-recent allegations of abuse can be made a number of years after the actual incident. This may be because of a change in circumstances for either the survivor or the alleged perpetrator. Any non-recent allegations

must follow the current CI safeguarding procedures. If there are grounds for concern then statutory authorities must be informed (Police or TUSLA/HSCT Gateway Teams). The following points should also be considered;

- Clearly establish with the adult complainant if there may be any children currently at risk of harm from the person they are saying abused them as a child.
- Advise the person making the complaint that they should inform the Police. Encourage them to do so while acknowledging the brave steps they have already taken in beginning to talk about their experience as a child. It is important that the person knows that there is a likelihood that an abuser will not have stopped abusing after their individual abuse ended and if the person harmed them they could be continuing to cause harm to others. This should be done without reinforcing the inappropriate guilt the survivor may already have for not coming forward earlier.
- If the complainant refuses to talk to the statutory authorities but has provided you with enough identifying factors then this information **MUST** be shared with the police. This breach of the complainants’ confidence is only appropriate if there is any potential that the alleged perpetrator is still a risk to children or could face prosecution (i.e. they are alive). Remember, the welfare of any children currently at risk is paramount. This must take priority over any request of confidentiality from the person providing you with the information/ complaint. This should be explained to them at the earliest possible stage
- Offer support to the complainant when making a formal complaint to the police.
- Signpost the complainant to support agencies that can provide counselling for example; NEXUS <http://www.nexusni.org/>
- Belfast 028 9032 6803
- L’derry 028 7126 0566
- Enniskillen 028 6632 0046

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When an adult making a complaint chooses not to report the matter to the police and you have already discussed the possibility of any child still being at risk you **MUST** follow organisations reporting procedures and inform the PSNI or TUSLA/Gateway Team immediately of any identifying features of the allegation including the name of the alleged abuser. The person making the complaint should be informed that this is the organisations moral and legal responsibility (Criminal Law Act 1967 in NI and the Protection of Persons Reporting Child Abuse 1998 in Ireland)). If the individual wishes to remain anonymous this should be respected but again explaining that without any further cooperation there may be little action the Police can take to protect others. Encourage them to talk directly to the TUSLA/Gateway Teams, if not the Police, in order to enable social services to consider if there is any action they can take to protect children at risk, as their threshold for intervention is lower than the evidence required for any criminal justice prosecution .

- satisfied the Harm Test; or
- received a caution or conviction for a relevant offence

If both conditions have been met the information must be referred to the DBS.

The referral should be made to the DBS when the regulated activity provider has gathered sufficient evidence as part of their investigations to support their reasons for withdrawing permission to engage in regulated activity and in following good practice, consulted with their Health and Social Care Trust.

6.10 Duty to Refer NI only

Under the Safeguarding Vulnerable Groups (NI) Order 2007 organisations have a legal duty to refer information to the Disclosure and Barring Service (DBS) formally the Independent Safeguarding Authority (ISA) in certain circumstances. In all cases there are two conditions, both must be met to trigger a referral to the DBS by a regulated activity provider i.e. a sports club/governing body working with young people or vulnerable adults. A referral must be made to the DBS when a club /organisation:

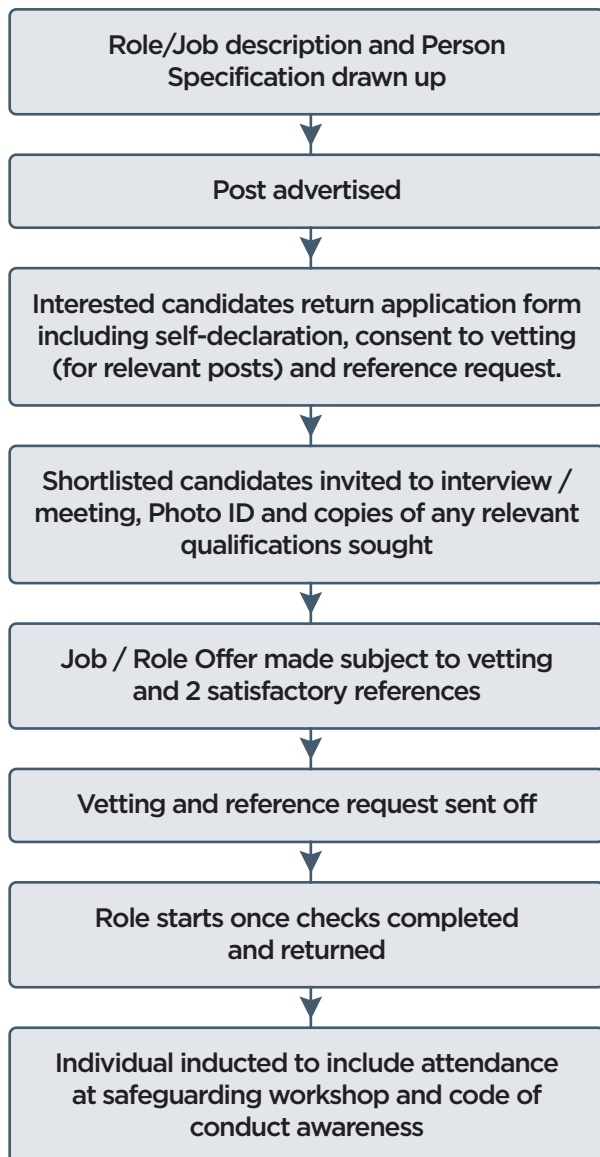
- a. withdraws permission for an individual to engage in regulated activity, or would have done so had that individual not resigned, retired, been made redundant or been transferred to a position which is not regulated activity; because
- b. they think that the individual has:
 - engaged in relevant conduct;

7. Best Practice Safe Recruitment

Policy Statement

At Cricket Ireland the welfare of children playing our sport is of paramount importance. As the Governing Body, Cricket Ireland is committed to taking all reasonable steps to ensure that people working with children are suitable and appropriately qualified. Recruitment and selection procedures outlined below apply to all persons with substantial access to children, whether in a paid or voluntary capacity.

Procedure for recruiting staff



Role/Job descriptions and person specifications

Prior to any recruitment taking place, all posts must have a job/role description and person specification drawn up.

The job/role description describes the main tasks and responsibilities of the role and the person specification will detail the essential and desirable criteria required in suitable candidates.

Candidates will be short listed for consideration against the agreed criteria.

Advertising

A significant amount of Cricket Ireland's recruitment will involve advertising on the open market. However it is vitally important that the correct recruitment procedure including vetting, photographic identification and reference checks is followed to ensure Cricket Ireland can exclude any inappropriate applications and provide advice to clubs.

Application form

An application form should be used which provides all the information on an applicant that is required. Templates for different application forms for permanent staff and volunteers can be found on the Cricket Ireland website. CVs can allow individuals to avoid revealing certain information such as previous criminal records and must not to be accepted, unless as an addition to the recommended application form.

Photographic proof of identification

As part of the organisation's commitment to safe recruitment, all candidates must be asked to

7. Best Practice Safe Recruitment

provide proof of identification at the recruitment stage. Suitable identification includes a passport, driving licence or birth certificate. The original identification must be produced at all times.

Checking competency and qualifications

As part of Cricket Ireland's commitment to child safeguarding, details of qualifications are to be checked and a copy retained on file. Competency to perform to required standards will also be checked at recruitment through the application for written references from two individuals who can vouch for the applicant's suitability to work with children. For a paid post, one of these should be the most recent employer. For club appointments this process should also be undertaken.

Vetting

In this section the word "vetting" refers to the process of checking for evidence of any relevant convictions against an individual, whatever the jurisdiction.

Vetting checks in Northern Ireland are carried out by Access NI and Cricket Ireland is registered with Access NI for the purposes of obtaining such checks.

In the Republic of Ireland the equivalent checks are carried out by the National Vetting Bureau.

In the UK there is a definition of activities that require vetting known as "Regulated Activities" (see following section defining Regulated Activities). Cricket Ireland and any club in NI has a legal duty not to knowingly recruit a barred person into a regulated post and the organisation/club could be open to prosecution if it did so. This responsibility also falls to those at

club level when recruiting coaches and volunteers into regulated activities. Therefore, the only way to ensure we do not do this is to undertake an AccessNI or equivalent check, which will check against disqualification lists.

In the Republic of Ireland, Cricket Ireland and clubs have a specific responsibility under the National Vetting Bureau (Children and Vulnerable Persons) Act 2012 to carry out mandatory vetting of persons participating in cricket. The National Vetting Bureau act defines those who must be vetted more broadly than the UK "regulated activity" and stipulates that vetting must be carried out on anyone providing "any work activity which consists of the provision of education, training, cultural, recreational, leisure, social or physical activities (whether or not commercial or any other consideration) to children." Further information about the procedure for undertaking vetting in NI

Roles that Require Vetting

- Coaches involved with children (whether volunteer or paid)
- Any other volunteers involved with children who meet the 'Regulated Activity' criteria
- Staff who manage the above coaches and volunteers
- Staff who work as managers or supervisors and meet the 'Regulated Activity' criteria
- All drivers who transport children and meet the 'Regulated Activity' criteria
- First Aiders/Physiotherapists/Medical Support
- Umpires and Scorers who meet the 'Regulated Activity' criteria
- All club grounds keepers who meet the 'regulated activity' criteria

However, not all roles are as well defined but if a person is in a position to build a relationship of trust with a child through their role of supervising or instructing they should be vetted. If clubs are unsure they should contact their Provincial Union

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Designated Person or the Cricket Ireland Safeguarding Officer.

Guidelines in order to assess other roles for Vetting

What is regulated activity?¹

The following is a summary of regulated activity as relevant to those working with children in the sports sector. The full definition of regulated activity (i.e. work that a barred person must not do) is defined in the Safeguarding Vulnerable Groups (NI) Order 2007, as amended by the Protection of Freedoms Act 2012.

Working in a paid or voluntary capacity with children is regulated activity if (a) it is one of the activities listed below and (b) is done “regularly”.
(a) The activities include:

- Teaching, training or instruction; Care or supervision;
- Advice or guidance provided wholly or mainly for children relating to their physical, emotional or educational well-being;
- Moderating a public electronic interactive communication service likely to be used wholly or mainly by children;
- Driving a vehicle being used only for conveying children and carers or supervisors;

Day to day management or supervision on a regular basis of a person carrying out one of the activities listed above is also a regulated activity.

Activities that are excluded from the definition of regulated activity are;

- Activity or participation of children that is merely incidental to what would normally be an adult activity.

- Supervised activity – an individual who is under reasonable day to day supervision by another person engaging in regulated activity.
- Activity by a person in a group assisting or acting on behalf of, or under direction of, another person engaging in regulated activity in relation to children. This is the “peer exemption”.

(b) ‘Regularly’ is defined as: carried out by the same person frequently (once a week or more often), or on 4 or more days in a 30-day period, or overnight*.

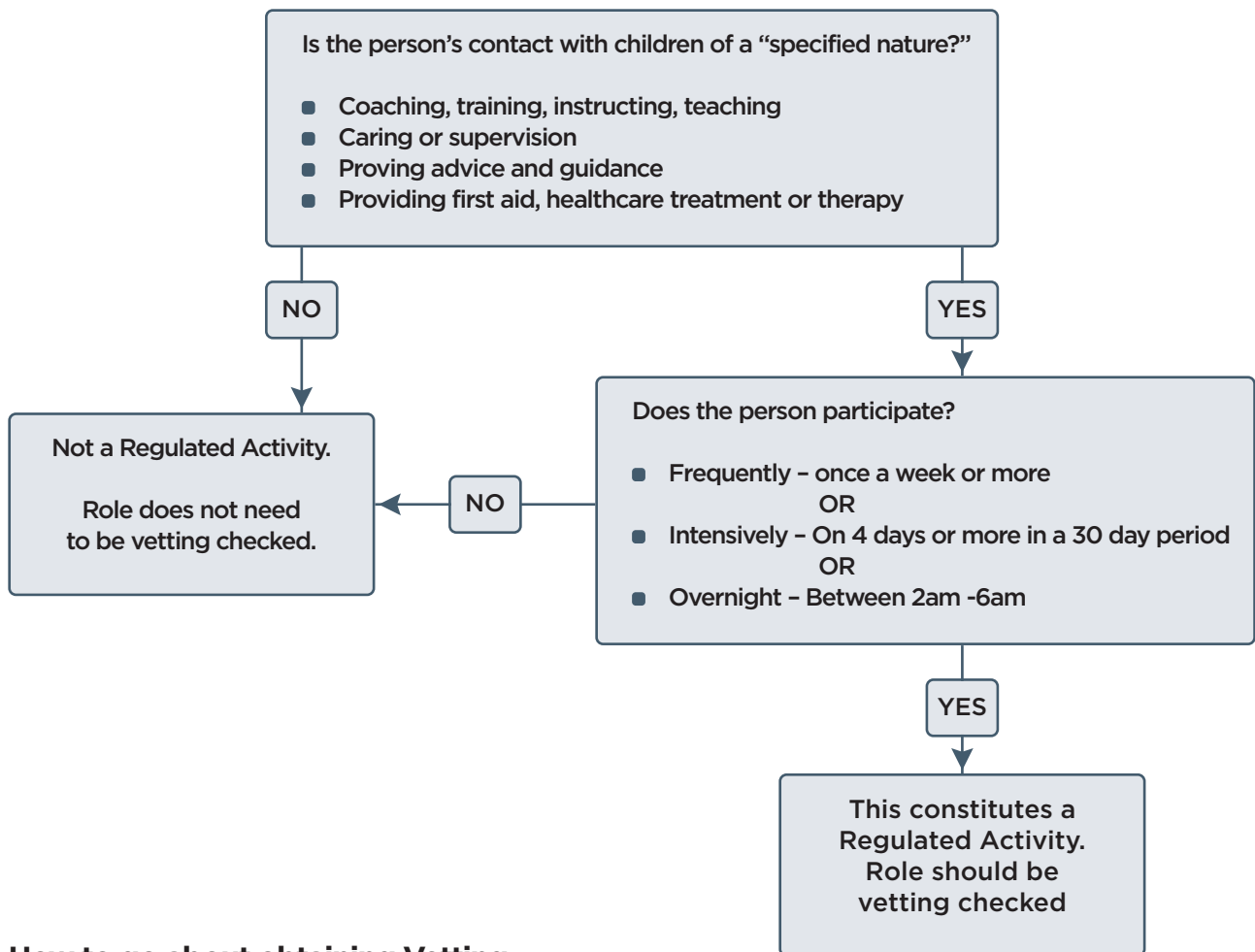
* Definition of “overnight”:- In relation to teaching, training or instruction; care or supervision; or advice or guidance, it is also regulated activity if carried out (even once) at any time between 2am and 6am and with an opportunity for face-to-face contact with children.

The same principles regarding Regulated Activity apply to all staff whether temporary, permanent or voluntary and part time or full time.

¹ The definition of a “regulated activity” is only applicable in the UK. In the RoI anyone participating in a work activity providing physical activities to children must be vetted.

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Determining Whether to Obtain a Vetting Check



How to go about obtaining Vetting Check

NORTHERN IRELAND

Cricket Ireland is registered as an umbrella body for carrying out Access NI checks in Northern Ireland. Each club has a Lead Officer for Access NI who is responsible for submitting the appropriate documentation to Cricket Ireland, Stormont Pavilion, Upper Newtownards Road, Belfast, BT43TA and there is also a Governing Body Lead and Counter Signatory who are the only people who sees the initial results of the Access NI disclosure once it is completed. Full details as to the documentation to complete and how to go about obtaining an Access NI check are included the vetting section of the guidance.

REPUBLIC OF IRELAND

Cricket Ireland is a registered body for carrying out vetting. The organisation has an authorised liaison person who is responsible for the submission and review of a completed National Vetting Bureau (NVB) forms. Details of the NVB Process and how to go about obtaining a Garda Vetting check are included in the vetting section of the guidance

Action to be taken from Returned Vetting Checks
Individuals with certificates that are returned with no information will be sent a Clearance Letter from Cricket Ireland. A copy of this Clearance

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Letter must be provided by the individual to his/her Club's Children's Officer, to confirm satisfactory completion of the process.

If a Garda Vetting/Access NI check reveals information relevant to the safeguarding of children or vulnerable adults, that detail will be reported to the National Safeguarding Officer. A safeguarding panel will then consider that detail (such documentation will be anonymised prior to circulation) and may additionally liaise with the statutory authorities. This group will make the final determination whether or not a disclosure is relevant or contrary to Cricket Ireland's safeguarding standards. If the disclosures are not relevant, then the individual will be issued with a Clearance Letter, as above. In instances where the above group is concerned about the suitability of an individual they will be contacted directly and may be invited to a confidential meeting to assist in the decision-making process, or asked to provide further information to aid the decision-making process.

Action to be taken by Clubs

All clubs must retain on file the original vetting forms (Invitation/Validation of ID/copies of ID/Utility bill) and all Club Children's Officers must ensure that they have, on file, a copy (either photocopied or scanned) of a Clearance Letter for each of the coaches who operate at the Club. Any coach who has not provided the Club with a Clearance Letter must do so as a matter of urgency. All documents should be stored and secured in line with General Data Protection Regulation requirements.

Employing staff prior to vetting checks coming through

No individual may commence work in a regulated activity in a paid or unpaid capacity until the

relevant vetting or equivalent check has been returned and a decision taken on the relevance of any information returned. To do so is an offence in ROI and the Club Chairperson may be liable.

Non-UK / Ireland Vetting

Clubs must recognise that checks need to be undertaken on post holders regardless of nationality. Different countries operate varying methods for providing background checks and not all countries are able to provide this service. The Disclosure and Barring Service website <https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants> provides current advice on which countries are able to provide a check and the application process. Non-UK/Ireland vetting must also be undertaken on British or Irish passport holders who have lived abroad in the last five years. has a non-UK vetting form which must accompany any non-UK/Ireland vetting check submitted to Cricket Ireland. Non-UK/Ireland vetting checks must normally be organised before the individual arrives in the country whenever possible.

Add further information and templates on safeguarding can be found on the Cricket Ireland website: <http://www.cricketireland.ie/about/child-safeguarding>