

# Dealing with Child Protection Concerns

---

Everyone must be aware of the possibility that children with whom they are in contact may be suffering from abuse or neglect. This is an important responsibility for staff and volunteers involved in sports clubs, community activities, youth clubs, religious/faith sector and other organisations catering for children.

The guiding principles in regard to reporting child abuse or neglect may be summarised as follows:

- the safety and well-being of the child must take priority;
- reports should be made without delay to the appropriate Agency

The agencies (Tusla/HSCT) 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.

Child protection concerns should be supported by information that indicates the possibility of abuse or neglect. A concern about a potential risk to children posed by a specific person, even if the children are unidentifiable, should also be communicated to the statutory agency.

***If, after normal office hours, you have an immediate and serious concern about the safety of a child, contact the Gardai/PSNI.***

## Dealing with Concerns

- Complaints or suspicions of abuse relating to a child wherever and whenever arising must be reported to the relevant Designated Liaison Person without delay who must take immediate steps to safeguard the child and to refer the complaint or suspicion of abuse to the Statutory Authorities and to the PUDLP who must inform the CI NSO
- Procedures for making, investigating and determining complaints about abuse

(including confidentiality conditions) should be agreed formally by the club committee and promoted so that they are readily available and acted upon as soon as possible on receipt of a complaint

- The person against whom a complaint relating to abuse of a child is made to one of the Statutory Authorities will be asked to step aside as a Sports Leader until after the relevant determination has been made. This is not an implication of guilt, rather a Safeguarding precaution for the child and Sports leader after consultation with statutory agencies about informing the person. All reasonable steps will be taken to protect the child
- The Cricket Ireland Safeguarding Officer must be notified by the relevant Designated Liaison Person of all allegations of abuse relating to a Sports Leader or Employee and all questions from the National Safeguarding Officer must be answered without delay (Within seventy-two hours from Safeguarding Officer being notified)
- It is not the role of the person who conveys a complaint or suspicion about abuse of a child to determine the guilt or innocence of the accused, but every complaint must be made and acted upon without delay

## Reasonable Grounds for Concern

A concern should be passed to Statutory Authorities if any of the following criteria are in place:

- Specific indication from a child that s/he has been abused
- An account by a person who saw the child being abused

# Dealing with Child Protection Concerns

---

- Consistent indication, that a child is suffering from emotional or physical neglect
- Evidence, such as an injury or behaviour that is consistent with abuse and unlikely to be caused another way
- Corroborative indicators supporting a concern, e.g. pattern of injuries, an implausible explanation, other indicators of abuse, dysfunctional behaviour

## Response to a child

- Do not make any promises that cannot be met
- Deal with any allegation of abuse in a sensitive manner though listening to and facilitating the child to talk about the issue
- Stay calm and listen carefully to what the child is saying and take it seriously
- Permit the child to speak without interruption, accepting what is said
- Reassure the child that he/she was right to tell and that he/she will be helped
- Attempt to alleviate feelings of guilt and isolation, while passing no judgement on the person against whom the allegation is being made
- Indicate what will happen next, such as informing parents or Statutory Authorities, etc
- All consultations with others should be entirely confidential and should not involve investigative procedures
- Write a detailed account of any discussion regarding alleged or suspected abuse, as soon as possible after the discussion has taken

place. (Recoding Concerns template)

- Send the details to the CI Safeguarding Officer
- Do not trivialise nor exaggerate what the child has told you

## Reporting Concerns/Child Abuse

- Remember that reporting suspected child abuse in good faith is not the same as making an accusation of abuse, i.e., reporting does not mean accusing
  - Responsibility for the investigation of child abuse cases suspected or otherwise lies with the Statutory Authorities
  - Clubs or Provincial Unions should not carry out their own internal investigations into cases where child abuse is suspected. Contact duty social workers in your local area,
    - <http://bit.ly/ROIChild> (ROI)
    - <http://bit.ly/NICChild> (NI)
  - Please note Tusla will only accept reports on the Tusla report form or through the secured web portal
  - Any person who knows or suspects that a child is being harmed or is at risk of being harmed has a duty to convey his/her concern to Statutory Authorities and/or Cricket Ireland
  - It may be appropriate for a person to discuss concerns they have with another person in the club, e.g. Children's Officer, or should the concern relate to the Children's Officer to Cricket Ireland Safeguarding Officer
  - In cases where an allegation has been made, the matter should be reported immediately to the relevant personnel (Statutory agencies and Cricket Ireland Safeguarding Officer)
-

# Dealing with Child Protection Concerns

---

- Should there be an allegation against a club member – the Children's Officer must be informed so that the person against whom the allegation has been made, can be asked to step aside from activities which involve children, may be carried out until the conclusion of the investigation. This should be done only after advice from statutory authorities so that investigations are not compromised
- All concerns and allegations made should be carefully recorded and ensure confidentiality is maintained at all stages

## Allegations Against Sports Leaders

Cricket Ireland has procedures to be followed in cases of alleged child abuse against Leaders or volunteers. If such an allegation is made against Sports Leaders working in Cricket, two procedures should be followed:

- The reporting procedure in respect of the young person (reported by the Designated Liaison Person)
- The procedure for dealing with the Sports Leader (carried out by the club chair or chair of the disciplinary committee, or a person not already involved with the child protection concern)

## *In respect of the young person*

The safety of the child making the allegation should be the first and paramount consideration and the safety of any other children who may be at risk. Cricket Ireland will take any necessary steps to protect children in its care. The protection should be in proportion to the level of risk. The issue of confidentiality is important. Information is shared on a need-to-know basis

and the Sports Leader should be treated with respect and fairness, as they have a right to natural justice.

Parents/guardians should be informed, unless to do so would place the child at further risk.

The reporting procedure if the Designated Liaison Person has reasonable grounds for concern, the matter should be reported to the relevant statutory agency, following the standard reporting procedure and the parents should be informed.

## *In respect of the Sports Leader*

Cricket Ireland may seek legal advice. The Designated Liaison Person may consult with the relevant statutory agency informally to seek confirmation that there is reason for concern. The Sports leader will be asked to step aside pending the investigation.

This request is only made following advice from statutory authorities and implies no presumption of guilt.

If there is cause for concern, the Sports Leader will be informed after the Designated Liaison Person refers the report to the local HSE/Social Services, the chair of the Management Board of CI should deal with the Leader in question. Unless there is an immediate risk to the child and/or other young people, in which case the Leader in question will be informed at the earliest opportunity which may still be after the concern has been reported to the Statutory Authorities.

- When the concern is connected to the actions of a Sports Leader/Volunteer in the Club/Union or representing Cricket Ireland, the person should be asked to stand aside pending the outcome of any investigation by the Statutory Authorities

# Dealing with Child Protection Concerns

---

- When the Sports Leader/Volunteer is being privately informed by the chairperson of the Club/Management Committee of:
- The fact that an allegation has been made against him/her, and
- The nature of the allegation. (S)he should be afforded an opportunity to respond. His/her response should be noted and passed on to the Statutory Authorities
- 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
- The Sports Leader/Volunteer is entitled to natural justice

## Investigation

While the statutory agency is carrying out the investigation, the club will not investigate internally. If the statutory agency considers no further investigation on their part is necessary, then the matter may be deemed poor practice as distinct from abuse. This issue may then be referred to a club's management committee or referred to Cricket Ireland's National Safeguarding Panel.

No further action by statutory authorities simply means that the issue has not met their intervention threshold, which is higher than CI's threshold.

---

# Recording Concerns Form

## Appendix 17 – Recording Concerns Form

RECORDING CONCERNS (NAME OF CLUB)	
Record completed by:	
Position:	Date:
Child's Name:	Child's DOB:
Child's Address:	
Parents'/Guardians' Names and Address:	
Date and time of any incident:	Date: Time:
Your observations:	
Your concerns:	
Action taken so far:	
Designated liaison person informed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
External Agencies contacted:	
Advice received from agency:	
Safeguarding Officer Cricket Ireland contacted: <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why?	Date and time:

Signature

Date

Cricket Ireland Accident Report Form	
[NAME OF CLUB]	
Coach in Attendance:	
INJURED PARTY	
Name:	
Club:	
Home address:	
ACCIDENT DETAILS	
Form Completed By:	
Date:	Exact Location:
Time:	Time Reported:
Reported by who:	
Nature of Injury:	How accident happened: Describe what activity was taking place, for example training/game/getting changed
Name and contact details of witnesses:	
First Aid Involved?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Were the following contacted:	Police/Gardai <input type="checkbox"/> Ambulance <input type="checkbox"/>
Parents Informed? <input type="checkbox"/> Yes <input type="checkbox"/> No	By whom: when:
Referred to Club Children's officer?	<input type="checkbox"/> Yes <input type="checkbox"/> No Signature of CO: Date:
Any further action to be taken?	

# Cricket Ireland Accident Report Form

---

<b>Has the Young Person returned to <i>NAME OF CLUB</i>?</b>  <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Signature of Management Representative</b>  <b>Date of return:</b>
	<b>Print name and Position</b>

All of the above facts are a true record of the accident/incident.

Signed:

Date:

Name:

(In the event of an accident occurring through insufficient training or faulty equipment/facilities, follow up action to include completion of Risk Assessment Form)

# Consent Form for Under 18s travelling abroad or requiring an overnight stay

---

## Consent form for under 18's travelling abroad or requiring an overnight stay

Child's Full Name:	
Date of Birth:	
Address:	

Parent/Guardian Name:	
Relationship to player:	
Contact Number:	
Alternative emergency contact	
Name:	
Relationship to player:	
Contact Number:	

**Medical History Information:** (please give details of any known allergies or medical conditions, including any medication that your child takes – use additional page if needed)

Does your child need to be in possession of or need to be able to administer medication while participating in sport or other activities?

**Yes / No**

Can your child administer this medication without assistance?

**Yes/ No**

In the case of an emergency, coach/volunteer will do everything possible to contact the Parent/Guardian. However, if contact cannot be made, I authorise the certified First Aid person and/ or leader in charge to take my child to a Hospital give consent for any medical treatment on my / our behalf (please circle)

**AGREE      DISAGREE**

Any other special needs, dietary requirements, instructions that you feel we should be aware of?

GP Name:

GP Contact Number:



# Consent Form for Under 18s travelling abroad or requiring an overnight stay

---

- I know of no reason, medical or otherwise, why the above-named child should not participate in the activities involved. I have willingly supplied the contact and medical details above and consent that in the event of any illness/accident, any necessary treatment can be administered to my child. If need be they will be driven to a Hospital with a coach and/or volunteer.
- I agree to abide by the Cricket Ireland Code of Conduct for a) Players b) Parents/Guardians as governed by the Cricket Ireland Code of Practice and Safeguarding Procedures for children.
- I understand that my child is sleeping with other team mates in a dormitory and that the team coaches will be in rooms next door.

## Signed

<b>Youth Participant</b>	<b>Date:</b>
Name:	Signature:

<b>Parent/Guardian</b>	<b>Date:</b>
Name:	Signature: