

Tennis Ireland: Club Safeguarding Self-Assessment Framework

Reference #	15552709
Status	Complete
Login Username	Munster Tennis Branch
Login Email	admin@munstertennis.ie
Which e-mail address should the completed form be sent to? (This might be your email address)	admin@munstertennis.ie
Name & Address of Club	Munster Tennis Branch, The Munster Tennis Hub, Fota Island Resort, Co Cork
Name of Contact Person	Helena O'Brien
Name of Relevant Person (Both of these roles can be filled by the same person)	Robert Cummins
Date	14/5/21
Type of Club	Munster Branch Tennis Ireland
Phone Number	0870505672
Are you a provider of a relevant service? **	Yes
1.1 All key Safeguarding roles have been filled, including a Relevant Person, Club Children's Officer (CCO), Designated Liaison Person (DLP)/Deputy DLP (where needed).	Fully Met
Evidence	All positions filled DLP- Robert Cummins CO- Paul O'Callaghan, Helena O'brien
1.2 In line with our NGB's guidelines, we clearly outline the role & responsibilities of the CCO & DLP/Deputy DLP.	Partially Met
Evidence	document currently being put together
1.3 Our CCO & DLP are known throughout the club & their contact details are available.	Partially Met
Evidence	photos, contact details and names to be added to website

1.4 Our DLP has access to external advice, information and support i.e. National Designated Liaison Person, Tusla Child & Family Agency, & An Garda Síochána.	Fully Met
Evidence	DLP is aware of contact details- TI, Tusla etc
1.5 We have a written Child Safeguarding Statement (CSS) that is publicly available and prominently displayed.	Partially Met
Evidence	CSS to be put on home page on website
1.6 When engaging or contracting other service providers, we ensure compliance with our NGB's Safeguarding requirements is mandatory.	Fully Met
Evidence	we make sure coaches and others have required safeguarding, vetting, license, insurance in place where applicable
2.1 We ensure all relevant volunteers attend the appropriate Safeguarding training before taking up a role with the club.	Partially Met
Evidence	new committee members and volunteers to be updated
2.2 We follow our NGBs requirements with regard to keeping a secure record of all volunteers who have completed Safeguarding training.	Partially Met
Evidence	previous list to be updated and working file created
3.1 We have a comprehensive Safeguarding Children Policy.	Partially Met
Evidence	policy being adopted from TI
3.2 The policy includes a clear statement on the importance of safeguarding children and their right to be protected.	Partially Met
Evidence	to be updated on website
3.3 Our policy is approved by the relevant committee / governing body.	Not Met
Evidence	TI policy to be endorsed by Munster Tennis

<p>3.4 Our procedures provide step-by-step guidance on what action to take if there are concerns about a child. These include how to handle a disclosure (including non-recent abuse) and how to report.</p>	<p>Fully Met</p>
<p>Evidence</p>	<p>complaints and reporting policies and procedures in place as per TI appendix 8</p>
<p>The question below refers to the specified procedures contained within a club's Child Safeguarding Statement AND essential areas such as disciplinary procedures, anti-bullying policy, code of conduct for best practice, transport & general supervision, overnight & away trips, and safety etc.4.1 We have signed up to or implemented all relevant NGB Safeguarding policies & procedures. (If not complete, please expand)</p>	<p>Complete</p>
<p>5.1 In line with our NGB's Safe Recruitment policies & procedures all persons in relevant roles engaging with children have attended safeguarding and any other necessary qualifications/skills workshops for their role(s).</p>	<p>Partially Met</p>
<p>Evidence</p>	<p>new members to be updated</p>
<p>5.2 Those responsible for recruiting/appointing volunteers in relevant roles are aware of our NGB's safe recruitment practices.</p>	<p>Fully Met</p>
<p>Evidence</p>	<p>refer to recruitment policy</p>
<p>5.3 Where required, volunteers must complete the vetting process as per the National Vetting Bureau /Access NI.</p>	<p>Partially Met</p>
<p>Evidence</p>	<p>new members to be updated</p>
<p>5.4 We adhere to re-vetting procedures in line with our NGB's Vetting policy.</p>	<p>Partially Met</p>
<p>Evidence</p>	<p>spreadsheet being assembled and will follow up when date for re-vetting upcoming</p>
<p>5.5 We have a process to risk assess concerns arising from vetting returns in line with our NGB policy.</p>	<p>Fully Met</p>

Evidence	in the event of a negative disclosure coming back to the committee we have a procedure in place to risk assess the application which mirrors the NGB procedure
6.1 We have specific Codes of Conduct that all of our volunteers & young people must sign up to.	Not Met
Evidence	to be investigated
6.2 We have a comprehensive disciplinary process for all our members in place, in line with NGB policy.	Fully Met
Evidence	under TI guidelines
6.3 We have guidance, in line with our NGB, about the unacceptability of discrimination on the grounds of a person's gender, ethnicity, sexual orientation, disability, or religion.	Fully Met
Evidence	under TI guidelines
7.1 We promote the importance of Safeguarding policies and procedures to all our members, including contact details for Statutory Agencies.	Partially Met
Evidence	will add contact details to website
7.2 Our policies and procedures inform children & young people of their right to be protected, consulted & treated with respect.	Fully Met
Evidence	covered by all policies
7.3 The information we provide is age appropriate and available in different formats if required, for example, for those with specific communication needs.	Fully Met
Evidence	available in different formats on request-online& hard copy available, also verbal
8.1 All our Coaches are Licensed with the National Governing Body.	Fully Met
Evidence	files updated start of coaching term
Last Update	2021-06-29 13:29:51

Start Time	2021-06-29 13:14:50
Finish Time	2021-06-29 13:29:51
IP	213.233.150.111
Browser	Chrome
Device	Desktop
Referrer	https://fs4.formsite.com/res/formLoginReturn