

BROADFORD UTD AFC



Child Protection & Welfare Policy Statement

Introduction.

Broadford Utd AFC is committed to ensuring that all necessary steps will be taken to protect and safeguard the welfare of children and young people who participate in soccer. This Policy document clearly demonstrates the importance placed by Broadford Utd AFC on the protection and safety of children and young people who participate in soccer.

All children and young people¹ who participate in soccer should be able to do so in a safe and enjoyable environment. While doing so they should be protected from any form of abuse be it physical, emotional, sexual, neglect or bullying. The responsibility for protecting children lies with all adults involved in this club and in soccer in general.

Broadford Utd AFC recognises and accepts its responsibility to safeguard the welfare of all children and young people by protecting them from physical, emotional or sexual harm and from neglect or bullying.

These clear policies, practices and procedures in addition to relevant training programmes will ensure that everybody in Broadford Utd AFC knows exactly what is expected of them in relation to protecting children and young people within soccer.

It is vital that children and young people who participate in Broadford Utd AFC activities are able to do so in a safe, enjoyable and quality environment.

In pursuit of this goal Broadford Utd AFC will:

- Advise all members of Broadford Utd AFC (coaches, players, parents and spectators) of their responsibilities in relation to the welfare and protection of children and young people who participate in soccer.

- Operate within the recommended Football Association of Ireland codes of conduct and best practice guidelines.

- Appoint a Club Children's Officers in line with Football Association of Ireland requirements. (Safeguarding 2to be completed)

- Appoint A Designated Liaison Person who shall be the Chairperson with a Deputy Designated Liaison Person also (Safeguarding 3to be completed)

- Provide a child protection and welfare module in staff induction and development programmes

¹ Children are defined in Irish Law as being any person under 18 years of age.

The aims of Broadford Utd AFC Child Protection Policy are:

- To develop a positive and pro-active position in order to best protect all children and young people who participate in soccer, in order for them to do so in a safe and enjoyable environment.
- To provide appropriate guidance and advice to all club members (players, coaches, volunteers, spectators and parents) in all matters concerning child welfare and protection.
- To demonstrate best practice in the area of child welfare and protection.
- To promote ethics and best practice standards throughout soccer.

The key principles underpinning this Policy are that:

- The welfare of the child is the first and paramount consideration.
- All children and young people have a right to be protected from abuse of any kind regardless of their age, gender, disability, culture, language, racial origin, religious beliefs or sexual identity.
- All suspicions and allegations of abuse/poor practice will be taken seriously and responded to swiftly and appropriately. It is essential that we work in partnership with children and young people and their parents/carers. The HSE has a statutory responsibility to safeguard and protect the welfare of children and Broadford Utd AFC is committed to cooperating fully with them in accordance with procedures as outlined in “Children First” National Guidelines for the Protection and Welfare of Children.
- Broadford Utd AFC will cooperate fully with the Football Association of Ireland National Children’s Officer, DLP, Gardai and Health Boards in any investigation of child abuse in soccer.

The Football Association of Ireland’s regulations in regard to child welfare and protection are defined in the rulebook as:

RULE 71. THE PROTECTION AND WELFARE OF CHILDREN

(a) In line with legislation and Government Guidelines (The Child Care Act 1991 and the Protection for Persons Reporting Abuse Act 1998) in relation to child protection and welfare, it is mandatory that all participants, clubs, leagues, divisional associations and other football bodies shall be bound by the FAI recommended codes of conduct and best practice guidelines

(b) Any act, statement, conduct or other matter which harms a child or children, or poses or may pose a risk of harm to a child or children, shall constitute behaviour which is improper and brings the game into disrepute.

(c) Breaches shall become a disciplinary offence. Any member issued with a ban from football activity shall have their name notified to all League Secretaries for onward

dissemination to all Club Secretaries. The notification shall state the name of the individual and the fact a ban has been issued.

(d) Any participant who is the subject of a Statutory Inquiry in relation to any child welfare concern must stand down from all football activities pending the outcome of that inquiry and any subsequent internal disciplinary proceedings.

(e) Any member convicted of an offence by the Irish Courts or Courts of any other jurisdiction involving the welfare of children shall be automatically banned from membership of the Association. For the avoidance of doubt no disciplinary or other hearing shall be necessary in order to implement this automatic ban.

RULE 95. PROTECTION AND WELFARE OF CHILDREN

1. All participants, clubs, leagues, divisional associations and other football bodies shall be bound by the FAI rules, codes of conduct and guidelines governing the protection and welfare of children, and breaches of such rules, codes and guidelines shall be subject to disciplinary sanction.

2. The disciplinary body may impose any sanction it deems appropriate.

3. Any act, statement, conduct or other matter which harms a child or children, or poses or may pose a risk of harm to a child or children, shall constitute behaviour which is improper and brings the game into disrepute.

4. Any participant who is the subject of a statutory inquiry in relation to any child welfare concern must stand down from all football activities pending the outcome of that inquiry and any subsequent internal disciplinary proceedings.

Broadford Utd AFC through confirming this policy document has demonstrated its commitment to ensuring that children and young people can participate in all soccer activities with their safety and welfare being of paramount importance.

It is essential that this document represents a process of continual improvement in the area of child protection and welfare in soccer.

It is the responsibility of all adults involved in soccer to actively promote safe and best practice standards whilst being ever vigilant and aware of their responsibilities to children and young people in their care.

Broadford Utd AFC

Procedure for dealing with Child Abuse Concerns or Allegations

It is important to note that the investigation of suspected child abuse is the responsibility of the Statutory Authorities (Gardai, HSE) and should not be undertaken by Children's Officers or any other Club/League. All allegations of child abuse must be referred to the Statutory Authorities.

When an allegation is received it should be assessed promptly and carefully. It will be necessary to decide whether a formal report should be made to the HSE and this decision should be based on reasonable grounds for concern.

The following examples would constitute reasonable grounds for concern:

- (i) a specific indication from a child that (s)he was abused;
- (ii) a statement from a person who witnessed abuse;
- (iii) an illness, injury or behaviour consistent with abuse;
- (iv) a symptom which may not in itself be totally consistent with abuse, but which is support by corroborative evidence of deliberate harm or negligence;
- (v) consistent signs of neglect over a period of time.

Ref. Children First

Step One

Any allegation of abuse must in the first instance be brought to the attention of the Chairperson of the Club. Should the Chairperson be unsure whether reasonable grounds for concern exist s/he can informally consult with the local HSE duty social worker. S/he will be advised whether or not the matter requires a formal report.

Coaches/volunteers may be subjected to erroneous or malicious allegations. Therefore, any allegation of abuse should be dealt with sensitively and appropriate support should be provided for staff/volunteers including counselling where necessary.

Step Two

Should Broadford Utd AFC become aware of an allegation of abuse of a child or children by a coach/volunteer during the execution of that coaches/volunteers duties, the Chairman will privately inform the coach/volunteer of the following:

- ❖ the fact that the allegation has been made against him/her;
- ❖ the nature of the allegation.

Step Three

The coach/volunteer should be afforded an opportunity to respond. The Chairman will note the response and pass on this information when making the formal report to the HSE.

The report to the HSE should contain observations, dates, times, locations and contexts in which the incident occurred or suspicion was aroused, together with any other relevant information.

In cases of emergency, where a child appears to be at immediate and serious risk and the Chairperson is unable to contact a duty social worker, the Gardai shall be contacted.

Under no circumstances will a child be left in a dangerous situation pending intervention by the Statutory Authorities.

Step Four

Our Chairperson, if 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 any statutory investigation.

Step Five

All subsequent actions following an allegation of abuse against a coach/volunteer will be taken in consultation with the HSE and An Garda Síochána. An immediate meeting will be sought with these two agencies for this purpose. The Football Association of Ireland National Children's Officer is also available to provide support and advice.

Step Six

Under Football Association of Ireland rules, any coach/volunteer/manager who is the subject of a statutory investigation into alleged child abuse, is required to stand down from all soccer activities until the investigation is completed. Therefore the FAI National Children's Officer must be informed immediately of any formal notification to the Statutory Authorities.

When a person is asked to stand down it should be made clear that it is only a precautionary measure in keeping with standard procedures/guidelines and will not prejudice any later disciplinary proceedings.

The coach/volunteer concerned should be advised that the procedures being undertaken are in accordance with statutory requirements. He or she should be treated with respect and fairness, and also be assured that all information will be dealt with in a sensitive and confidential manner.

Step Seven

The Club will carefully consider the outcome of the statutory investigation and will then assess if there are any outstanding disciplinary issues in relation to their internal rules or infringements of the Football Association of Ireland best practice guidelines. It must be remembered that 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.

Internal Club disciplinary proceedings can only be initiated after the Statutory Authorities have completed theirs.

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2.4 Club Disciplinary, Complaints and Appeals Procedure (Covers all matters other than suspected child abuse which has to be referred to the Statutory Authorities See 10.6)

While many concerns can be dealt with in an informal manner to the satisfaction of all concerned, it is advisable that detailed records are maintained in respect of all complaints and that all parties are advised of the formal complaints and appeals procedure. All reasonable efforts to resolve matters should be exhausted at local level before accessing the appeals procedure.

Step One

Any person who has a complaint or concern should bring it to the attention of the secretary under the relevant rules of the body concerned.

The complaint or concern should be in writing and should outline all relevant details and other parties involved in line with procedure.

Step Two

The complaint or concern should then be brought to the attention of the appropriate person in line with club rules who will convene the disciplinary committee/panel (best practice would advise that this committee/panel would consist of three members) **unless the complaint or concern relates to a child abuse matter or criminal offence that meets criteria for formal reporting to the statutory authorities.**

Where there are potential contentious issues, due consideration should be given to ensure the independence of the disciplinary committee/panel and therefore, it is advisable that members of the disciplinary committee/panel should not be Offices/Directors of the body concerned as lack of independence is often cited as a ground for appeal.

(The Chairperson of the Club should not sit on the Disciplinary Committee)

Step Three

The disciplinary committee/panel should furnish any participant with details of the complaint being made against them and afford them the opportunity of providing a response either verbally or in writing. In the event of a complaint against a child, the parents/guardians should be informed and advised of the process.

Step Four

The disciplinary committee/panel should then hear the case of all parties involved and decide if a rule or regulation has been infringed.

Step Five

The disciplinary committee/panel should then inform in writing those involved of their decision and any sanctions if any that are to be imposed. This notification should be in writing, setting out the reasons for the sanction. (Written notification should be forwarded to parents if the proceedings involve a participant under eighteen years of age)

Step Six

Any party unhappy with the findings of the disciplinary committee/panel can appeal the decision in writing to their respective superior body as per rules. Clubs, leagues, divisional associations and other football bodies should review their rules to ensure they contain a provision that facilitates an appeals procedure in this respect.

Step Seven

The appeal body should then rehear the case and all evidence, should be considered. The appeals body should have the power to uphold or reject the appeal or to vary, alter or set aside any sanction imposed by the disciplinary committee/panel.

Written confidential records in relation to disciplinary proceedings should be safely and confidentially kept on file (procedures should clearly define the possession of such records in the event of election of new officers)

Anonymous Complaints

Anonymous complaints can be difficult to deal with, however they cannot be ignored. All complaints relating to inappropriate behaviour/poor practice should be brought to the attention of the Chairperson of the Club. In all cases the safety and welfare of the child/children is paramount.

All complaints should be checked out and handled in a confidential manner. It is important to record all such complaints and actions taken. Specific advice on dealing with anonymous complaints can be got from your local HSE duty social worker or alternatively the Football Association of Ireland National Children's Officer.

Rumours

Rumours should not be allowed hang in the air. Any rumour/s relating to inappropriate behaviour/s circulating in the club should be brought to the attention to the Chairperson and checked out promptly. All ensuing information should be handled confidentially and with sensitivity.

Confidentiality

Confidentiality is about managing information in a respectful, professional and purposeful manner. It is important that the rights of both the child and the person about whom the complaint has been made are protected. Therefore, appropriate confidentiality will be maintained in respect of all issues and people involved in concerns about the welfare of a child or bad practice within the club.

The following points will be borne 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 only be discussed with those who need to know
- Information will be conveyed to the parents/guardians of a child about whom there are concerns in a sensitive way. Giving information to others on a "need to know" basis for the protection of a child is not a breach of confidentiality.



Broadford United AFC

Recruitment Policy

Broadford Utd AFC will take all reasonable steps to ensure that coaches, managers and volunteers are suitable to work with children and young people.

All coaches, managers and volunteers are required to complete an application/self declaration form, giving the names of two referees who will then be contacted. Written references will then be verified and kept on file.

(If you have had a previous involvement in sport, one of these names must be that of an administrator/leader of your last club/place of involvement)

All coaches/volunteers subject to Garda Vetting.

All coaches/volunteers must complete Safeguarding level 1 course.

Clubs Children's Officer (CCO) must complete Vetting and Safeguarding level 2 course.

Designated Liaison Person (DLP) must complete Vetting and Safeguarding level 3 course.

All appointments are subject to approval and ratification by the committee of Broadford Utd AFC

All coaches, managers and volunteers will be subject to a sign up procedure in which they undertake to abide by Broadford Utd AFC rules and FAI codes of conduct and good practice. (Appropriate confidentiality will be maintained in regard to all application and reference forms)

Once recruited, Broadford Utd AFC will make all efforts to support and manage coaches, managers and volunteers ensuring that no person is expected to work alone.



Broadford Utd AFC Volunteer Coach Application & Self Declaration Form

(Please use block capitals)

Name: _____ D.O.B _____

Address: _____

Tel. (Home) _____ (Mobile) _____

Email: _____

Coaching Qualifications

Sport	Award Held	Date of Award

Previous experience/involvement in sport? Please give details.

Have you ever been asked to leave a sporting organisation in the past?
(If you have answered yes we will contact you in confidence)

Yes	No
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Have you ever been convicted of a criminal offence? If so give details

(Having a criminal record does not necessarily preclude anyone from working with children. If you have answered "yes" you will be contacted in confidence)

Referee: Please supply the names, addresses and telephone numbers of two people whom we can contact and who from personal knowledge is willing to support your application.

(If you have had a previous involvement in sport, one of these names should be that of an administrator/leader of your last club/place of involvement)

Name _____ Title _____ Tel. _____

Address _____

Name _____ Title _____ Tel. _____

Address _____

I agree to work within Football Association of Ireland/*Broadford United AFC* Rules and FAI approved codes of conduct & best practice guidelines. I also agree that I will refrain from getting involved in any behavior that could bring *Broadford United AFC* or the sport of soccer into disrepute.

Signed: _____ Date: _____



Broadford Utd AFC Reference Form

Private and Confidential

Name: _____

Address: _____

The above has applied for a post within *Broadford United AFC* and has supplied your name as a referee. As an organisation committed to the safety/protection and happiness of children, we are anxious to know if you are satisfied that this person is suitable to work with children in a sporting capacity.

P
How long have you known this person?

In what capacity?

Are you satisfied that the above named person is suitable to work with children in a sporting capacity?

Yes	
No	

(If you have answered no, we will contact you in confidence)

Signed: _____

Date: _____



Broadford Utd AFC Coach, Manager, Volunteer Education & Support Policy

The Committee of Broadford Utd AFC are indebted to our coaches, managers and volunteers who give freely of their valuable time in providing a stimulating, challenging, supportive and fun soccer experience to children and young people in the Club.

The Committee will endeavor to support these coaches, managers and volunteers in their work by providing an environment where all activities are carried out in a safe, fun manner at all times conducted in the spirit of “Fair Play”.

Broadford Utd AFC will make all efforts to assist all new volunteers, managers, coaches in whatever way they can.

Broadford Utd AFC will provide an induction pack to all new volunteers/coaches which will familiarise them with Club rules, policies and procedures and expected codes of behavior for children, coaches and parents/spectators.

Specifically in relation to those with no soccer background, the Committee have introduced a “Buddy” system whereby new members will accompany one of our existing coaches for a (decide on a time frame) period during which they can familiarise themselves with the Club and its members adult and children and introduce them to some basic training routines and practice models.

The Committee of Broadford Utd AFC recognise the value of having appropriately qualified personnel in the club, and therefore will endeavor to support any of our coaches in the coach education process.

At no time will any coach, manager, volunteer be expected to work or deal with any problem alone and they will be assured of Committee assistance and support at all times. Also, coaches, managers and volunteers are encouraged to share ideas, expertise and support other club personnel in any way they can.



Broadford United AFC **Safety Policy**

All coaches/managers in Broadford Utd AFC have a responsibility to ensure the safety of the players with whom they work as far as possible within the limits of their control. Therefore coaches should seek to create a safe and enjoyable environment in which to play and train.

In this respect:

- Adequate supervision must be maintained at all times. Best practice advice would advocate adult: child ratios of 2 Leaders to every 16 children (1:8), but no coach, manager or volunteer works alone
- Regular safety checks should be carried out in relation to premises, training facilities and equipment. Ensure that the FAI Goalpost safety policy is strictly adhered to at all times
- Broadford Utd AFC safety rules should be adhered to at all times
- Parents/guardians should be informed of the starting and finishing times of training sessions and matches.
- A first aid kit should be available at all training sessions and matches and injuries should be recorded, with a note of action taken in relation to each one. Never play injured players.
- Parents/Guardians should be notified of injuries/illness which their children incur while participating in any Broadford Utd AFC soccer activity.
- Records of attendance should be maintained. (These records will also be used for contact tracing purposes during the current pandemic if so required)

Ensure the use of any recommended safety equipment



Broadford United AFC

Guidance on the Use of Photographic Social Media and Filming Equipment

Broadford Utd AFC has adopted a policy in relation to the use of images of players on their Social Media and in 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 use of photography:

- If the player is named, avoid using their photograph
- If a photograph is used, avoid naming the player
- Ask for the players permission to use their image. This ensures that they are aware of the way the image is to be used to represent the sport. A Players permission form is one way of achieving this.
- Ask for the 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. A Parental permission form is one way of achieving this. If a parental permission form is not signed then the child must not be photographed or else have their Face blurred out of the photo.
- Only use images of players in suitable dress to reduce the risk of inappropriate use. The content of the photograph should focus on the activity not on a particular child.
- No photograph shall be taken in the dressing rooms.
- Only those with garda vetting may take photography of players.

Amateur photographers/ film/video operators wishing to record an event or practice session should seek permission/accreditation with the clubs children's officer, team manager/coach and /or event organizer of session. This club will display the following information prior to the start of the event to inform spectators of the policy:

'In line with the recommendation in the Broadford Utd AFC Code of Conduct, the promoters of this event request that any person wishing to engage in any video, zoom or close range photography should register their details with the organizer. Children and young people should only be photographed or filmed with their permission and/or the permission of their parents/guardians'

When commissioning professional photographs 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.

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Professional photographers/film/video operators wishing to record an event or practice session should seek accreditation with the children's officer/event organizer/team manager by producing their professional identification for the details to be recorded.

Anyone concerned about any photography taking place at events/matches or training sessions should bring their concerns to the attention of the committee/team manager/coach club children's officer.

With reference to use of photography in Social Media.....

In accordance with the FAI Social Media Policy, Broadford United AFC Soccer Club will not permit personal details, photographs or videos of children to be taken without the consent of their parents / guardians. If at any time, the child or parent / guardian wishes images or their details to be removed from Broadford Utd social media page(s) a member of the committee should be contacted as per the FAI Social Media Policy. This information will be removed within seven days.



Broadford Utd Soccer Club

Child/Young Person Photograph Video & Social Media Consent Form

Child's Name	
Team	

In accordance with the FAI Social Media Policy, Broadford Utd Soccer Club will not permit personal details, photographs or videos of children to be taken without the consent of their parents / guardians. If at any time, the child or parent / guardian wishes images or their details to be removed from Broadford Utd social media page(s) a member of the committee should be contacted as per the FAI Social Media Policy. This information will be removed within seven days.

The web address below will bring you to the FAI Social Media policy. Or a link can be sent on request.

www.fai.ie/socialmediapolicy

TO BE COMPLETED BY PARENT/ GUARDIAN.(Please tick the boxes)

- I consent to Broadford Utd using my child's name on social media.
- I consent to Broadford Utd taking photographs or videoing my child.
- I confirm that my child is not subject to family, care or legal proceedings.
- I confirm that I have read, or been made aware of the FAI Social Media Policy

Signature of Parent/Guardian	
Print name of Parent /Guardian	
Date	

To Be Completed By Club Child Welfare Officer

Signature of Children's Officer	
Print Name of Children's Officer	
Date	



BROADFORD UTD AFC

Code of best Practice for Youth Sport

Children & Sport

- *Children learn what they live*
- *Children who live with criticism, learn to condemn*
- *Children who live with hostility, learn to fight*
- *Children who live with ridicule, learn to be shy*
- *Children who live with shame, learn to be guilty*
- *Children who live with tolerance, learn to be patient*
- *Children who live with encouragement, learn to be confident*
- *Children who live with praise, learn to appreciate*
- *Children who live with fairness, learn justice*
- *Children who live with approval, learn to like themselves*
- *Children who live with acceptance and friendship, learn to find love in the world*

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Section 1 – Introduction

At the moment, Broadford Utd AFC underage caters for all ages from under 6 to under 16 soccer. We are very lucky to have an excellent team of coaches and managers involved in all grades. This document outlines the Club's Code of Ethics and Good Practice for Children in Sport. This code is for the benefit of everyone involved in Children's sport i.e. Children, Parents/Guardians, Coaches and Managers. By adopting this code, we are all playing our part in providing an enjoyable and safe environment in which children can learn and enjoy sport.

Dignity & Rights of Youth

It is important that all young players are valued and always treated with the highest level of respect. Their persona dignity and their physical integrity are paramount and the participation in sport should enable them to have fun, make friends and become better players.

The FAI believes that the 'Player Centered' approach should be adopted by everyone involved in the promotion and development of soccer at underage level. The FAI coaching resources and activity programmes are firmly rooted in this philosophy and highlight the importance of participation, enjoyment and equality. These are also structured to assist young people to value discipline and to strive to achieve their full potential as they mature and develop.

Putting 'Fair Play' into perspective

Fair Play is defined as a way of thinking, not just behaving. It incorporates issues such as:

- Elimination of cheating e.g. not playing overage players/making biased decisions when officiating
- Gamesmanship e.g. playing for frees/time wasting etc.
- Intimidation/foul play (both physical and Verbal)
- Exploitation e.g. making decisions based on personal glory or reward
- Unequal opportunities e.g. catering for better players only
- Drug misuse/substance abuse
- Learning from Mistakes and being prepared to adapt to change
- Creating and maintaining respect
- Endeavoring to do ones best and striving to be part of a cohesive team unit
- Acknowledging good play or superior performance by opponents

The Following Principals of FAIR PLAY have been designed to ensure that youth sport is conducted in a positive/empowering environment

YOUNG PEOPLE SHOULD PLAY FOR THE 'FUN OF IT'

YOUNG PEOPLE SHOULD BE TREATED EQUALLY

PARTICIPATION SHOULD BE USED TO HELP YOUNG PEOPLE DEVELOP

PHYSICALLY - by acquiring basic techniques, improving physical fitness and developing lifetime health habits

PSYCHOLOGICALLY – by learning to control emotions and develop a sense of confidence in their own ability

SOCIALLY AND MORALLY – by learning to combine with team mates, play by the rules, respect team mentors and match officials.

Players first-Winning Second

Competition should be used as a basis to encourage young people to develop their full potential. Winning or striving to win is essential for enjoyable competition but must not be seen as an end in itself. Players will be motivated by a range of internal and external factors e.g. prove to themselves or significant others – parents, coaches, teachers etc. – that they have a required level of ability. The more they feel they have to do it – as distinct from wanting to do it – the more they will succumb to the stresses/anxieties which result from fear of losing. They will also find it harder to learn from defeat in that they will more likely transfer blame (Scapegoat) as distinct from identifying areas where greater effort is required.

Young people are entitled to:

- Be Safe
- Be Happy, have fun and experience a sense of enjoyment and fulfilment (There is little or no joy in being a substitute or being continually taken off a team)
- Be Treated with respect
- Comment and make suggestions in a constructive manner
- Be afforded appropriate confidentiality
- Be listened to
- Be believed

Club Children's Officer

The appointment of Club Children's Officer is an essential element in the creation of a quality atmosphere in any club. They act as a resource to members with regard to children's issues and also ensure that children have a voice in the running of the club and can freely talk of their experiences.

Government guidelines advise that a children's officer should be appointed by all clubs and this should be done in accordance with recommended selection and recruitment procedures. The appointment of this person should be carried out in consultation with juvenile members and their parent/guardians.

The League/Club Children's Officer should have the following functions:

- To promote the Code of Ethics & Good Practice
- To influence policy and practice and to priorities children's needs
- To ensure that children know how and whom they can report their concerns to within the club. Information disclosed by a child should be dealt with in accordance with the Department of Health and Children's Guidelines "*Children First*"
- To encourage the participation of parents/guardians in club activities
- To co-operate with parents to ensure that each child enjoys his/her participation in soccer

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- To act as a resource with regard to best practice in children's soccer
- To report regularly to the Club Management Committee
- To monitor changes in membership and follow up any unusual dropout, absenteeism or club transfers by children or
coach/volunteers

Club/League Children's Officers do not have the responsibility of investigating or validating child protection concerns within the club and have no counselling or therapeutic role. This responsibility lies with the HSE and Gardai.

Broadford Utd AFC have appointed the following person as our Club Children's Officer :

Sharon McCarthy 086-3351847

bfordutdchildwelfare@gmail.com

Designated Liaison Person

All Clubs must have a Designated Liaison Person (DLP) which in line with Fai rules is now the club chairperson. The Designated Liaison Person is responsible for reporting allegations or suspicions of Child abuse to Tusla and/or An Garda Siochana. Support and advice is available from the Football Association of Ireland's Child Welfare and Safeguarding Manager, who is also the Mandated Person. To undertake the role of Designated Liaison Person, the individual must have completed the Safeguarding 1 and Safeguarding 3 course. The Club, will make the name and contact details of the Designated Liaison Person available to all staff and volunteers working within the Organisation.

The Designated Liaison Person Roles and Responsibilities are;

- Have knowledge of the Code of Ethics, and statutory requirements
- Have a knowledge of categories and indicators of abuse
- Be familiar with and able to carry out reporting procedures using the correct forms.
- Communicate with parents and/or agencies as appropriate
- Assist with the ongoing development and implementation of Child protection training needs FAI Child Welfare & Safeguarding Policy www.fai.ie 19
- Liaise with the League Officers and FAI Child Welfare and Safeguarding Manager in relation to Child protection training needs.
- Be aware of local contacts and services in relation to Child protection, i.e. principal and duty social workers and their contacts.
- To inform duty social worker in Tusla – Child and Family agency and/ or An Garda Siochana of relevant concerns about individual Children, using the Reporting Form, keep a copy of this form and ensure acknowledgement of receipt of this form.
- Reporting poor practice to their relevant governing body having ensured that any concerns regarding Child protection issues have been reported to the relevant Statutory Authority.
- Advise Administrators on issues of confidentiality, record keeping and data protection.

Designated Liaison Persons do not have the responsibility of investigating or validating Child protection concerns within the Club/League and have no counselling or therapeutic role. This responsibility lies with the Gardaí, Tusla or the HSE.

Broadford Utd AFC have appointed the following person as our Designated Liaison Person :

Jim Neenan (Chairperson) 085-7341646

Broadford Utd AFC has also appointed the following person as our Deputy Designated Liaison Person :

Sharon McCarthy 086-3351847

Section 2 – Coach/Team Mentor

Role of the Coach/Team Mentor

Team Coaches can ensure that the sport has a beneficial impact when they adhere to the following guidelines

Code of Conduct

- Respect the rights, dignity and worth of every person and treat each one equally regardless of age, gender or ability
- Insure that nobody involved with a team acts towards or speaks to another person in a manner or engages in any other conduct which threatens, disparages, vilifies or insults another person on the basis of that person's race, religion, colour, descent, nationality, ethnic or socio-economic background.
- Be positive during coaching sessions so that participants always leave with a sense of achievement and an increased level of self-esteem.
- Recognise the development needs of young players (Avoid excessive training or competition) and ensure they are matched to an individual or team basis.
- Rotate the team captain and the method used for selecting teams so that the same children are not always last to be selected
- Be punctual, properly attired, lead by example, avoid smoking or the consumption of alcohol in the presence of young people.
- Plan and prepare appropriately for each session and ensure proper levels of supervision.
- Ensure you have the appropriate level of coaching accreditation and or playing experience.
- Ensure games, activities and playing equipment is customised to suit the needs of those involved in terms of age, ability, experience and maturity.
- Avoid over coaching i.e. insisting upon set (Stereotyped) playing patterns where individual decision-making and creativity are stifled or where young people are confined to playing in set positions on a continued basis.
- Don't shout at or lecture players or reprimand/ridicule them when they make a mistake. (Children learn best through trial and error. They should not be afraid to risk error to learn)
- Set realistic and achievable performance goals

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- Praise and reinforce effort/commitment and provide positive feedback.
- Don't equate losing with failure and do not develop a preoccupation with medals and trophies. (The level of improvement made by young players is the best indicator of coaching effectiveness)
- Encourage parents/guardians to play an active role in organising activities and to draft a code of discipline for everyone involved.
- Never use any form of corporal punishment or physical force.
- Never use foul language or provocative language/gestures to a player, opponent or match official. (The coach should enter the field with the referee's permission and should not question their decisions or integrity)
- Avoid sending messages – Voice/text/email- to players. (All messages/circulars etc. should be directed to the young person's parents/guardians)
- On occasions when the team travels away, separate sleeping facilities must be provided for all adults. If both genders are in a group, male and female coaches must be present.
- It is important to recognise that certain situations e.g. staying over at the coach's residence or friendly actions e.g. horse play/Role Playing/Telling Jokes etc. – could be misinterpreted and lead to allegations of serious misconduct or impropriety.
- Do not have a situation where you are alone in a car or a dressing room with a player
- Do not take coaching sessions on your own
- Avoid any inappropriate touching when assisting players to perform a technique or when First Aid is being administered
- Make adequate provision for First Aid and do not encourage or allow players to play while injured. (Keep adequate record of each injury and ensure that another official – referee/team mentor – is present when a player is being attended to and can corroborate the relevant details)
- Ensure players are properly attired and that proper insurance arrangements are in place
- Ensure that all dressing rooms and areas occupied by the team, prior to, during, or immediately following the completion of any match are kept clean and are not damaged in any way.
- Ensure that unrestricted access to the internet is not provided on the Club premises.

EVERY EFFORT SHOULD BE MADE TO ENSURE THAT THE GREATEST POSSIBLE NUMBER OF YOUNG PLAYERS MAINTAIN AN ONGOING INVOLVEMENT AND THAT THEY EXPERIENCE THE FEELING OF SUCCESS THAT COMES FROM SOMEONE SAYING

'WELL DONE'

OR

'YOU TRIED AS HARD AS YOU COULD'

OR

'YOU GAVE AS MUCH AS POSSIBLE TO THE TEAM'.

Section 3 – role of Parents/Guardians

Parents/Guardians have an influential role to play in assisting their children to adopt positive attitudes and encouraging them to maintain an involvement in sport. Parents/Guardians should not attempt to meet their own needs for success and achievement through their children's participation in soccer. The following guidelines will be of assistance in this regard:

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DO'S

- DO SHOW APPROVAL FOR EFFORT NOT JUST RESULTS
- DO TRY TO MAKE WORDS AND ACTIONS MATCH

- DO ATTEND GAMES ON A REGULAR BASIS AND ASSIST IN THE ORGANISATION OF CLUB ACTIVITIES
- DO GIVE ADVICE ON THE IMPORTANCE OF MAINTAINING A BALANCED LIFESTYLE
- DO LISTEN TO WHAT YOUNG PEOPLE HAVE TO SAY
- DO TRY TO APPRECIATE THE STRENGTH OF YOUNG PERSONS EMOTIONS – POSITIVE AND NEGATIVE
- DO REALISE THE POWER OF EXAMPLE

DON'T'S

- DON'T EXERT UNDUE PRESSURE ON YOUNG PEOPLE
- DON'T SAY ONE THING AND DO ANOTHER
- DON'T MAKE PROMISES YOU CANNOT KEEP
- DON'T ASK 'HOW MUCH DID YOU SCORE/WIN OR LOSE BY'
- DON'T JUST SHOW APPROVAL WHEN THE TEAM WINS
- DON'T CRITICISE PLAYING PERFORMANCE – SEEK TO IDENTIFY AREAS WHERE IMPROVEMENTS CAN BE MADE

Training Sessions

Broadford Utd AFC requests that at least one parent/guardian be present at each training session. This will be worked out with coaches on a Rota basis. This works out at approx. one session every 2/3months.

- Players have to be collected promptly from training sessions.
- Players not involved in training sessions should not be dropped off at the field as coaches are only responsible for players in their own sessions

Section 4 – Role of Young People

Young people must be encouraged to realise that they also have responsibilities to treat others with respect.

Young Players should undertake to:

- Play Fairly, do their best and enjoy themselves
- Represent their family and Club with pride and dignity
- Shake hands before and after the game irrespective of the result
- Respect officials and accept their decisions gracefully
- Respect fellow team members giving them support when they do well or not so well
- Respect their opponents
- Accept apologies from opponents when they are offered
- Be modest in victory and gracious in defeat
- Set high standards of fair play for others to follow
- Adhere to proper standards of behavior and the Club Code of Discipline
- Let the coach know when you are unavailable for training or competitions
- Approach the Clubs Liaison Officer with any questions or concerns they may have

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Young Players should not

- Cheat – always play by the rules
- Bully or take unfair advantage
- Shout or argue with an official
- Tell lies about adults or other children
- Spread Rumours

Rules of behaviour for players at training and matches

- Arrive on time for training and matches
- Have proper gear and equipment
- Treat other players with respect
- No foul or abusive language
- Listen when coach is giving instructions
- Club membership must be paid before first match
- Treat Club property with respect
- No use of Mobile phones in Dressing Rooms
- Shake hands with opposition after the game irrespective of the result
- Remain in playing area and only leave with coach's permission
- When Coach calls for attention, players stop activity, jog to Coach and listen
- Dressing rooms should be left as clean as possible after use
- Carry out Coach's instructions
- Never kick or throw a ball into a crowd
- Borrowed equipment should be returned when finished with
- Have respect for the referee
- Inform the Coach if you are unable to attend
- Wear Club Colours at matches
- Players are expected to behave properly on buses to away games

Sanctions

- No action taken
- Contact with parents
- For continued breaches of rules – Suspension at the discretion of the Coach/Club
- Intentional damage will be charged to parents
- Decision of Club Committee is final

Section 5 – Drug Misuse/Substance Abuse

Rational

Broadford Utd AFC, in association with the FAI and the Irish Sports Council, are committed as part of their overall philosophy to:

'Discourage the use of drugs, alcohol and tobacco on the basis that they are incompatible with a healthy approach to sporting activity'.

Scope of Policy

This Policy is in force at all times and during all activities conducted under the aegis of Broadford Utd AFC and the FAI

Definition of Drugs

For the purpose of this policy, the term drug will be defined as all mood-altering substances, both legal and illegal, and includes substances such as tobacco, solvents and alcohol.

It is important that all Club Members, Officials and Staff follow the law when it comes to illegal drugs and the use of alcohol and tobacco and display leadership and good example particularly when dealing with underage members.

Code for dealing with Drug misuse/Substance Abuse

Broadford Utd AFC will endeavor to deal with any alcohol or illicit drug incident in a firm and fair manner, with due regard for the safety and welfare of the individuals involved, other members of the Club, the wider community, and to fulfil any legal obligations that might apply



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Club Committee Members Signatures

Chairperson: _____ **Date** _____
Jim Neenan

Club Secretary: _____ **Date** _____
Tracey McAuliffe

Club Treasurer: _____ **Date** _____
Simon Lenihan

Club Children's Officer: _____ **Date** _____
Sharon McCarthy

