



# DROMORE LADIES HOCKEY CLUB

**Junior Co-Ordinator:** Mrs. Andrea Wilson

22 Lagangreen Road, Dromore, Co.Down

Tel: (Mobile) 07918 151265

Email: [dromoreladieshockeyclub@yahoo.co.uk](mailto:dromoreladieshockeyclub@yahoo.co.uk)

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## DROMORE LADIES HOCKEY CLUB

# CHILD PROTECTION POLICY



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## Statement

*The Irish Hockey Association is fully committed to safeguarding the well being of its participants. Every individual in hockey should, at all times, show respect and understanding for participants' rights, safety and welfare and conduct themselves in a way that reflects the principles of the organisation and the guidelines contained in the Code of Ethics and Good Practice for Children in Sport.*

*In working with young people in hockey, our first priority is the welfare of the young people and we are committed to providing an environment that will allow participants to perform to the best of their ability, free from abuse, neglect, bullying and intimidation.*

Irish Hockey Association

*All young people have a right to have fun, be safe and be protected from harm.*

Ulster Women's Hockey Union

At Dromore Ladies' Hockey Club, we recognise that we have a responsibility for the care, welfare and safety of the young people in our charge. We aim to provide an environment where young people can enjoy safe sporting opportunities free from abuse of any kind.

## Context

- We comply with UWHU's requirement to ensure that all coaches, and volunteers who have substantial access to children, undergo Criminal Background Checks.
- A Code of Conduct, based upon IHA and UWHA Guidelines and recommendations, is in place for Leaders, coaches and volunteers (Appendix 1).
- Our procedures for reporting suspected child abuse are based upon IHA recommendations.
- Children and Young People are asked to read and sign a Code of Conduct (Appendix 2)
- Parents are asked to sign a consent form at the beginning of each season, which refers to travelling arrangements and permission to take photos or videos (Appendix 3).



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## Roles and Responsibilities

### Children's Officer

The Children's Officer for Dromore Ladies' Hockey Club is Andrea Wilson

The role of the Children's Officer is to co-ordinate Youth Hockey in the in the club and manage activities and issues in relation to young people at club level.

### Designated Person for Child Protection

The Designated Person in Dromore Ladies Hockey Club is Lynne Nesbitt

The role of the Designated Person is to be responsible for reporting any concern about the protection of children to the Statutory Authorities.

(The Children's Officer can be the Designated Person)

## Confidentiality

- For reasons of confidentiality, only those people who need to know about a particular Child Protection concern will be told.
- Conversations about a child or young person should always be held in private.
- A guarantee of confidentiality or undertaking regarding secrecy cannot be given as the welfare of the child supersedes all other considerations.
- All information should be handled in a careful and sensitive manner.
- The rights of the child or young person and the person about whom a complaint has been made must be respected.
- Breach of confidentiality is a serious matter.

## Procedure for Dealing with Disclosure

(For definitions of Child Abuse see Appendix 4)

If a child or young person makes a disclosure to a leader which gives rise to concerns about possible abuse, the leader must:

1. Listen to the child and accept what is said.
2. Not promise to keep it a secret.
3. Reassure the child that they have done the right thing to talk about it.
4. Explain what they have to do next and to whom they have to talk .
5. Act promptly.
6. Keep a written record of the disclosure (using as close to the child's words as possible). Record the date, time and place where the disclosure was made. Note the behaviour of the child.
7. Refer the information to the Designated Person for Child Protection.

The leader must not :

1. Prompt the child
2. Promise to keep secrets
3. Ask leading questions
4. Make the child repeat the story unnecessarily
5. Delay in reporting to the designated person
6. Start to investigate.



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## **Procedures for Reporting Suspected or Disclosed Child-Abuse**

If a child or young person makes a disclosure or if a leader or other person associated with the Club notices signs of possible abuse or has concerns about a child or young person:

1. The leader must notify the Designated Person for Child Protection.
2. The Designated Person should notify the Chairman of the Club.
3. The person reporting the matter must keep a written record of his/her concern.
4. The Designated Person will decide whether, in the best interests of the child or young person, the matter needs to be referred to Social Services.
5. If there are concerns that the child may be at risk, the Club is obliged to make a referral.
6. Unless there are concerns that a parent may be the possible abuser, the parents will be informed immediately.
7. Where there are concerns about possible abuse, the Designated Person will inform Social Services.

In reports of suspected abuse the safety of the child takes priority.

## **Complaints about a Leader, Coach or Volunteer**

The IHA has agreed procedures to be followed in cases of alleged child abuse against leaders. In the case of such an allegation being made against leaders, two procedures should be followed:

1. The reporting procedure in respect of the young person (reported by the Designated Person).
2. The procedure for dealing with the leader (carried out by the Chairman of the Club or Children's Officer, or a person not already involved with the Child Protection Concern).

The safety of the child or young person making the allegation is the first and paramount consideration (and the safety of any other children who may be at risk). Any steps taken to protect the child or young person should be in proportion to the level of risk. Confidentiality is important.

### **The Reporting Procedure**

If the Designated Person has reasonable grounds for concern, the matter should be reported to the local HSE/Social Services and the parents should be informed.

### **The Leader**

Before the matter is reported to HSE/Social Services, the Chairman of the Club should deal with the leader in question.

1. The Chairman will privately inform the leader:-
  - (a) that an allegation has been made, and
  - (b) the nature of the allegation.



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2. The leader should be given an opportunity to respond and the response should be noted and passed on to HSE/Social Services.
3. The leader may be asked to 'step aside' pending the outcome of the investigation. It should be made clear that this is only a precautionary measure.
4. Disciplinary action should be considered but this should not interfere with the investigation of the Statutory Authorities.

### **Anonymous Complaints**

Anonymous complaints should not be ignored. In all cases the safety and welfare of the child/children or young person/people is paramount. Any comments relating to inappropriate behaviour should be brought to the attention of the Designated Person. The information should be checked out and handled in a confidential manner.

Rumours relating to inappropriate behaviour should be brought to the attention of the Designated Person and checked out without delay.



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*APPENDIX 1*

## **Code of Conduct for Leaders, Coaches and Volunteers**

Leaders/coaches/volunteers should:

1. Respect the rights, dignity and worth of every child or young person.
2. Treat everyone equally regardless of disability, ethnic origin, religion etc.
3. Act as a role model and promote the positive aspects of hockey.
4. Maintain highest standards personal conduct.
5. Display high standards of language and manner. Ensure that language is appropriate to the age and maturity of the young people. Avoid ambiguity
6. Ensure that players respect the rules of the game and insist on fair play.
7. Ensure that players are aware that cheating or bullying behaviour will not be tolerated.
8. Encourage respect for opponents, officials, selectors and other leaders.
9. Refrain from criticising other coaches or leaders.
10. Know and understand the Child Protection Policies of the Club.
11. Develop appropriate relationships with young people, based on mutual trust and respect.
12. Report any concerns regarding welfare and safety to the Designated Person.
13. Never offer drugs, alcohol or tobacco to children or young people (under 18).
14. Avoid use of alcohol and banned substances before coaching and training events while supervising trips with young players.
15. Avoid unnecessary physical contact with young people.
16. Refrain from any form of physical punishment.
17. Ensure that relationships or conduct does not give rise to comment or speculation.



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APPENDIX 2

## Code of Conduct for Players

Players should:

1. Treat leaders, coaches, umpires, officials and other players with respect.
2. Look out for themselves and for the welfare of others.
3. Play fairly at all times.
4. Tell someone if they are leaving a venue or competition/event.
5. Respect team members even when things go wrong.
6. Respect opponents and be gracious in defeat.
7. Abide by rules set down by team managers when travelling to away events, representing the Club.
8. Behave in a manner that avoids bringing hockey (or the Club) in any way into disrepute.
9. Talk to the Children's Officer if they have any problems.
10. Report incidents of bullying.

*I understand and agree to abide by the Code of Conduct for Players.*

Signed \_\_\_\_\_ Date \_\_\_\_\_



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APPENDIX 3

## Parental Consent

Events and matches may require players to travel to ‘away’ venues. Players may travel by car driven by parents of other players, leaders, coaches or volunteers. On some occasions they may travel by minibus or coach.

Parents are required to sign and return the consent slip stating that they give permission for their child to travel to away matches when necessary. Alternatively they may provide their own transport.

It is the parent’s responsibility to find out how their child will travel or with whom on each occasion, and to make alternative arrangements if they wish.

We have been grateful in the past for all help from parents in providing transport.

.....

### A. Travel

I give permission for my child \_\_\_\_\_ to travel by car/coach/minibus to away venues.

Signed \_\_\_\_\_ Date \_\_\_\_\_

.....

### B. Photographs

I give permission for my child \_\_\_\_\_ to have photographs/videos taken in relation to hockey matches or events, some of which may be used by the local press.

Signed \_\_\_\_\_ Date \_\_\_\_\_





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APPENDIX 4

## Definitions of Child Abuse

We use the following definitions:

**Neglect** – the persistent or significant neglect of a child or young person, or the failure to protect a child or young person from exposure to any kind of danger, including cold or starvation, or persistent failure to carry out important aspects of care, resulting in the significant impairment of the child or young person’s health or development, including non-organic failure to thrive.

**Physical** – physical injury to a child or young person, whether deliberately inflicted or deliberately not prevented.

**Sexual** – the sexual exploitation of a child or a young person for an adult’s or another young persons personal gratification; the involvement of children or young people in sexual activities of any kind (including exposure to pornography) which they do not understand, to which they are unable to give informed consent or that violate normal family roles.

**Emotional** – persistent or significant emotional ill-treatment or rejection, resulting in severe adverse effects on the emotional, physical and/or behavioural development of the child.

**Bullying** – words or actions which take advantage of a child or young person leaving them hurt, distressed or frightened.

The Department of Education describes bullying as

“...deliberately hurtful behaviour, repeated over time, where it may be difficult for the victim to defend him or herself.”

## Bullying

We consider bullying to be a distressing and damaging form of abuse and will not tolerate it in our club. Immediate steps will be taken to stop it happening, to protect and reassure the victim and to discipline the bully. All reports that a child or young person is, or may be, being bullied will be investigated by the leader in charge or the Designated Person.

1. Social Services (NI)  
Banbridge SS  
Emergency out of hours 028 90 56 5656
2. Police C.A.R.E 028 9065 0222