



# CODE OF BEHAVIOUR (APPENDICES)

THIS GUIDANCE FORMS PART OF  
THE CODE OF BEHAVIOUR (UNDERAGE) &  
CHILD SAFEGUARDING POLICY STATEMENT



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CHILD/YOUTH MEMBERSHIP  
APPLICATION FORM TEMPLATE

This template Child/Youth Membership Form outlines the minimum level of information required when registering your child (under 18 yrs. of age) with your Club. It is recommended that membership registration should be completed by using the Foireann registration system.

**Ainm/Name:** \_\_\_\_\_

**Seoladh/Address:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Gender:**

I hereby apply to: \_\_\_\_\_ Club ("the Club") for Membership of the Club and Membership of Cumann Lúthchleas Gael (The Gaelic Athletic Association) ("GAA") ("Membership") I subscribe to and undertake to further the aims and objectives of (Association) to abide by its Rules including the **Code of Behaviour (Underage)**, which is available at: <http://gaa.ie/the-gaa/child-safeguarding-and-protection/code-of-behaviour/>

**Sínithe/Signed:** \_\_\_\_\_ **Dáta:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Parent(s)/Guardian(s), on behalf of the above named:-**

- We/I consent to the above Application and to undertakings given by the Applicant.
- We/I understand the personal data on this form will be used by the Club and the Association for the contractual purpose of registering (or re-registering) and maintaining the Applicant's Membership and notification of Club activities such as matches, meetings and Club events.
- We/I understand that the Personal Data will be retained by the Club and the Association for such period as the Applicant's Membership subsists and for a reasonable period thereafter.
- We/I understand that We/I can resign the Applicant's Membership by writing to the Club or the Association and their Personal Data will then be erased except where the Club or the Association has a clear justification to retain such Personal Data (e.g. for child safeguarding purposes, insurance, etc).
- We/I understand that the Applicant's Personal Data will also be used for administrative purposes to maintain their Membership including club and team administration, registrations, teamsheets, referee reports, disciplinary matters, injury reports, transfers, sanctions, permits and for statistical purposes.
- We/I understand that if I do not provide the Applicant's Personal Data their Membership cannot be registered with the Club and the Association.

**Sínithe/Signed:** \_\_\_\_\_ **(Parent/Guardian)** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Dáta:** \_\_\_\_\_

## Medical Information

Please outline any medical information (i.e. allergies, conditions, medication) which may impact on your child's health, welfare or behaviour while participating in our activities.

- ☐ I consent to the processing of the personal medical data as outlined above for the purpose of administering medical assistance to my child if required.
- ☐ In the event of illness/injury, I give permission for medical treatment to be administered by a nominated first aider, or by suitably qualified medical practitioners.
- ☐ If I cannot be contacted and my child requires emergency hospital treatment, I authorise a qualified medical practitioner to provide emergency treatment or medication.

**Sínithe/Signed:** \_\_\_\_\_ **(Parent/Guardian)**

**Dáta:** \_\_\_\_\_ **Parent/Guardian mobile number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

I have read the important Data Protection information on the reverse of this form and have given my consent, by ticking the boxes and signing below, for my information to be used as follows (Please tick as appropriate);

- ☐ To provide me on my own behalf and on behalf of my child with updates regarding Club activities such as games, training, meetings and Clubs events.
- ☐ To provide me with details of Club fundraising activities including, social occasions, ticket sales etc.
- ☐ I am aware that my child's photograph or video image may be taken whilst attending or participating in games or activities connected with the Club and I consent to it being used in the promotion of Gaelic Games, print, online/digital and social media mediums of communication.

I understand that I can withdraw my consent at any time by writing to the [Club or my Association].  
I understand my rights under Data Protection legislation, as outlined on later on this form.

**Sínithe/Signed:** \_\_\_\_\_ **(Parent/Guardian)**

**Print Name:** \_\_\_\_\_ **Dáta:** \_\_\_\_\_

**My contact preferences are as follows:**

☐ **Email** \_\_\_\_\_ ☐ **SMS Text message** \_\_\_\_\_

**Signature of Full Member Proposing New Member:**

\_\_\_\_\_ **Dáta:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Signature of Full Member Seconding New Member:**

\_\_\_\_\_ **Dáta:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

### For Official Use only:

Registered in Central Membership Database on \_\_\_\_\_

Membership Identification Number: \_\_\_\_\_

Upon election, your membership details will be entered on the Association's membership database in accordance with Rule.

## IMPORTANT NOTIFICATION

The following Privacy Information is being provided to you as outlined in the General Data Protection Regulation. It is intended to inform you of how the Personal Information provided on this form will be used, by whom and for what purposes. If you are unclear on any aspect of this form, or want any further information, please contact the GAA's Data Protection Officer (01 8658600 or [dataprotection@gaa.ie](mailto:dataprotection@gaa.ie)).

### Who is the data controller?

The Club and the GAA are Joint Data Controllers of the Personal Data contained on this form and contact details for the Club are as follows [Club Name, Address, Phone / email].

### Who is the Data Protection Officer for the GAA and the Club?

Details of the GAA's Data Protection Officer are available on the GAA's website [gaa.ie/dataprotection](http://gaa.ie/dataprotection). You can contact our Data Protection Officer by emailing [dataprotection@gaa.ie](mailto:dataprotection@gaa.ie) or by calling 01 8658600, if you have any questions or wish to make any request in relation to your personal data.

### What is the purpose of processing my Personal Data?

The purpose for processing your Personal Data is that it is necessary for the performance of a contract in order to register and maintain your membership with the Club and the GAA.

The purpose is also to keep you informed of GAA events and fundraisers. We will only use your personal data for this second purpose if you have provided your explicit consent for this by ticking the boxes on this form.

If you provide your child's medical information and your explicit consent for the Club to process this information, this information shall only be processed for the purpose of administering medical assistance and where necessary the information provided shall be shared with qualified medical practitioners.

### Will anyone else receive a copy of my Personal Data?

Your Personal Data can be accessed by certain members of the County Committees, Provincial Councils and the Central Council of the Gaelic Athletic Association for administrative purposes. This will be done in accordance with our data protection policy only.

In the event of an injury or insurance claim, details of your claim which will include your Personal Data will be passed to our Injury Fund Administrators, DWF based at 5 George's Dock, IFSC, Dublin 1.

### Where is your Personal Data stored?

Your data will be stored electronically on the GAA Membership Database which is provided by Dawson Andrews, based at 17a Ormeau Ave, Belfast BT2 8HD.

### Who is Dawson Andrews?

Dawson Andrews is a "data processor" who hosts the database on which your information is stored. We have a contract in place with Dawson Andrews to ensure your Personal Data is stored safely and securely.

### How long will your Personal Data be stored for?

Your Personal Data will be held for the duration of your Membership and it will be deleted by us in the event that you resign your Membership or you are expelled in accordance with the Official Guide. However, we may retain your Personal Data after your Membership ceases if we decide that it is strictly necessary to do so in the circumstances in accordance with our data retention policy.

### How can I obtain a copy of the Personal Data held by the Club/GAA?

You have the right to request a copy of all of your Personal Data and can do so by contacting us. This information will be provided to you within one month.

### What are my privacy rights relating to my Personal Data?

You have the right to have your Personal Data updated, rectified, or deleted in certain circumstances. You have the right to object to your Personal Data being processed and to withdraw your consent to processing - You can do so by contacting us.

### Where can I get further information?

Further information regarding your rights can be obtained through the **Data Protection Commission, 21 Fitzwilliam Square South, Dublin 2, D02 RD28** or on the website [www.dataprotection.ie](http://www.dataprotection.ie)

### How do I make a complaint or report a breach?

Should you wish to make a **complaint or report a breach** under in relation to your Personal Data, you can do so by filling in a webform on their website at [www.dataprotection.ie](http://www.dataprotection.ie), or by phone at 057 868 4800.

FOIRM IARRATAIS DO BHALLRAÍOCHT  
LEANAÍ/ÓIGE

Tá an líon is lú eolais a theastaíonn le do leanbh (faoi bhun 18 bliain d'aois) a chlárú le do chlub luaite sa teimpléad seo d'Fhoirm Iarratais do Bhallraíocht Leanaí/Óige. Moltar duit clárú mar bhall tríd an gcóras cláraithe Foireann a úsáid.

Ainm: \_\_\_\_\_

Seoladh: \_\_\_\_\_

Dáta Breithe: \_\_\_\_/\_\_\_\_/\_\_\_\_

Inscne:

Déanaim iarratas le: CLG \_\_\_\_\_ ("an Club") le bheith i mo bhall den Chlub agus de Chumann Lúthchleas Gael. Glacaim leis agus geallaim tiomantas d'aidhmeanna agus do chuspóirí (Cumann) agus geallaim go gcloífidh mé lena Rialacha, ina n-áirítear an **Cód Iompair (faoi aois)**, rud atá ar fáil ag: <http://gaa.ie/the-gaa/child-safeguarding-and-protection/code-of-behaviour/>

Sínithe: \_\_\_\_\_ Dáta: \_\_\_\_\_

Priontáil d'Ainm: \_\_\_\_\_

**Tuismitheoir(i)/Caomhnóir(i), ar son an duine thuasluaite:-**

- Tugaim/Tugann muid cead don iarratas thuas agus do na gealltanais atá tugtha ag an Iarratasóir.
- Tuigim/Tuigeann muid go n-úsáidfídh an Club agus an Cumann an t-eolas pearsanta ar an bhfoirm seo ar bhonn conartha d'fhonn Ballraíocht an Iarratasóra a chlárú (nó a athchlárú) agus a choinneáil, chomh maith leis an iarratasóir a choinneáil ar an eolas maidir le gníomhaíochtaí Club ar nós cluichí, cruinnithe agus ócáidí Club.
- Tuigim/Tuigeann muid go gcoinneoidh an Club agus an Cumann an t-eolas pearsanta a fhad is a mhaireann Ballraíocht an Iarratasóra agus ar feadh tréimhse réasúnta ina dhiaidh sin.
- Tuigim/Tuigeann muid gur féidir liom/linn deireadh a chur le Ballraíocht an Iarratasóra trí scríobh chuig an gClub nó chuig an gCumann. Scríosfar eolas pearsanta an Iarratasóra ag an bpointe sin, ach amháin sa chás go bhfuil cúis mhaith ag an gClub nó ag an gCumann a leithéid d'eolas pearsanta a choinneáil (mar shampla, cúiseanna cumhdaigh leanaí, árachas srl...)
- Tuigim/Tuigeann muid go mbainfear úsáid as eolas pearsanta an Iarratasóra ar mhaithe le cúiseanna riaracháin, freisin, d'fhonn an Bhallraíocht a choinneáil i dtaca le rudaí ar nós riarachán club agus foirne, clárúcháin, bileoga foirne, tuairiscí réiteoirí, cúrsaí smachta, tuairiscí gortuithe, aistrithe, pionóis agus ceadúnais ar mhaithe le cúinsí staitisticí.
- Tuigim/Tuigeann muid nach féidir an bhallraíocht a chlárú leis an gClub ná leis an gCumann muna gcuirtear eolas pearsanta an Iarratasóra ar fáil.

Sínithe: \_\_\_\_\_ (Tuismitheoir/Caomhnóir) \_\_\_\_\_

d'Ainm: \_\_\_\_\_ Dáta: \_\_\_\_\_

Luaigh aon sonraí leighis (i.e. ailléirgí, fadhbanna sláinte, cóir leighis) a d'fhéadfadh tionchar a bheith acu ar shláinte, leas nó ar iompar do linbh agus é/í ag glacadh páirte inár gcuid gníomhaíochtaí, le do thoil.

- ☐ Tugaim cead na sonraí pearsanta leighis thuas a phróiseáil le go bhféadfaí cúnamh leighis a thabhairt do mo leanbh sa chás go dteastódh a leithéid uaidh/uaithe.
- ☐ I gcás tinnis/gortaithe, tugaim cead do gharchabhróir ainmnithe nó do dhochtúir cáilithe cúnamh leighis a thabhairt do mo leanbh.
- ☐ Muna féidir teagmháil a dhéanamh liom agus má bhíonn cóir éigeandála ospidéal ó mo leanbh, tugaim cead do dhochtúir cáilithe cóir éigeandála nó cóir leighis a thabhairt do mo leanbh.

**Sínithe:** \_\_\_\_\_ **(Tuismitheoir/Caomhnóir)**

**Dáta:** \_\_\_\_\_ **Uimhreacha Fóin an Tuismitheora/Chaomhnóra:** \_\_\_\_\_

**R-phost:** \_\_\_\_\_

Tá an t-eolas tábhachtach maidir le Cosaint Sonraí léite agam ar an taobh eile den fhoirm seo agus, trí thic a chur sna boscaí cuí agus tríd an bhfoirm a shíniú thíos, tugaim cead mo chuid sonraí a úsáid i gcás na nithe seo a leanas (cuir tic nuair is cuí);

- ☐ Uasdátaithe a chur chugam ar mhaithe liom féin agus le mo leanbh maidir le gníomhaíochtaí Club ar nós cluichí, seisiúin traenála, cruinnithe agus imeachtaí Club.
- ☐ Eolas a chur chugam maidir le gníomhaíochtaí tiomsaithe airgid de chuid an Chlub ina n-áirítear ócáidí sóisialta, díolacháin ticéad srl. . .
- ☐ Tuigim go bhféadfadh sé tarlú go n-úsáidfí íomhá de mo leanbh, i bhfoirm grianghraif nó físeáin, agus é/í ag freastal ar, nó, ag glacadh páirte i gcluichí nó i ngníomhaíochtaí eile de chuid an Chlub. Tugaim cead a leithéid a úsáid chun na cluichí Gaelacha a chur chun cinn ar mheáin chlóite agus ar líne/dhigiteacha chumarsáide nó ar mheáin shóisialta.

Tuigim gur féidir liom an cead seo a tharraingt siar am ar bith is mian liom trí scríobh chuig (mo Chlub nó mo Chumann)

Tuigim mo chuid cearta faoin reachtaíocht chuí Chosaint Sonraí, mar atá luaite níos faide ar aghaidh ar an bhfoirm seo.

**Sínithe:** \_\_\_\_\_ **(Tuismitheoir/Caomhnóir)**

**Priontáil d'Ainm:** \_\_\_\_\_ **Dáta:** \_\_\_\_\_

**Is iad mo rogha sonraí teagmhála ná:**

☐ R-phost \_\_\_\_\_ ☐ SMSTéacs Teachtaireacht \_\_\_\_\_

**Síniú Baill Iomláin ag Moladh an Bhaill Nua:**

\_\_\_\_\_ **Dáta:** \_\_\_\_\_

**Priontáil d'Ainm:** \_\_\_\_\_

**Síniú Baill Iomláin ag Cuidiú leis an moladh:**

\_\_\_\_\_ **Dáta:** \_\_\_\_\_

**Priontáil d'Ainm:** \_\_\_\_\_

**Do Lucht na hOifige amháin:**

Cláráithe ar Bhunachar Sonraí Larnach ag: \_\_\_\_\_

Uimhir Aitheantais Bhallaíochta: \_\_\_\_\_

Ar thoghtar duit, cuirfear do chuid sonraí ballraíochta ar bhunachar sonraí bhaill an Chumainn de réir Rialach.

## FÓGRA TÁBHACHTACH

Tá an t-eolas príobháideachais seo a leanas á chur chugat mar atá luaite faoin Rialachán Ginearálta maidir le Cosaint Sonraí. Tá sé ann le tú a chur ar an eolas maidir leis an gcaoi a n-úsáidfear an t-eolas seo, cé a úsáidfídh é agus cén fáth a n-úsáidfear é. Má tá aon chuid den fhoirm seo nach dtuigeann tú, nó má bhíonn aon eolas breise uait déan teagmháil le hOifigeach Cosanta Sonraí CLG (01 8658600 nó [dataprotection@gaa.ie](mailto:dataprotection@gaa.ie)).

### Cé hé/hí an Rialaitheoir Sonraí?

Is comhrialtitheoirí sonraí iad an club agus CLG agus is iad seo a leanas sonraí teagmhála an chlub [Ainm an Chlub, Seoladh, Fón / Ríomhphost].

### Cé hé/hí Oifigeach Cosanta Sonraí CLG agus an chlub?

Tá sonraí maidir le hOifigeach Cosanta Sonraí Chumann Lúthchleas Gael ar fáil ar shuíomh idirlín CLG ag [gaa.ie/dataprotection](http://gaa.ie/dataprotection). Is féidir teagmháil a dhéanamh leis an Oifigeach Cosanta Sonraí trí ríomhphost a chur chuig [dataprotection@gaa.ie](mailto:dataprotection@gaa.ie) nó trí ghlaoch ar 01 8658600 má bhíonn aon cheisteanna agat, nó, más mian leat iarratas a dhéanamh maidir le do chuid sonraí pearsanta.

### Cén aidhm atá le mo chuid sonraí pearsanta a phróiseáil?

Déanfar do chuid sonraí pearsanta a phróiseáil le go bhféadfaí do chonradh a chomhlíonadh maidir le do chlárúchán agus le go bhféadfaí do bhallraíocht leis an gclub agus le CLG a choinneáil suas chun dáta.

Déanfar iad a phróiseáil chomh maith le go bhféadfaí tú a choinneáil ar an eolas maidir le himeachtaí de chuid CLG agus ócáidí tiomsaithe airgid. Ní úsáidfear do chuid sonraí pearsanta sna cásanna seo, áfach, mara bhfuil cead follasach tugtha agat trí thic a chur sna boscaí cuí ar an bhfoirm agus í a shíniú faoi na boscaí sin.

Má chuireann tú eolas leighis do linbh ar fáil agus, má thugann tú cead follasach don Chlub an t-eolas sin a phróiseáil, déanfar é a phróiseáil ar mhaithe le cúnamh leighis a thabhairt agus chuige sin amháin. Más gá, roinnfear an t-eolas sin le dochtúirí cáilithe leighis.

### An bhfaighidh aoinne eile cóip de mo chuid Sonraí Pearsanta?

Is féidir le baill áirithe de chuid Coistí Contae, Coistí Cúige agus Ard-Chomhairle Chumann Lúthchleas Gael teacht ar do chuid sonraí pearsanta ar mhaithe le cúrsaí riaracháin. Déanfar é seo de réir pholasaí cosanta sonraí Chumann Lúthchleas Gael amháin, áfach.

I gcás éileamh árachais nó gortaithe, cuirfear sonraí an éilimh ina n-áirítear do chuid sonraí pearsanta chuig Riarthóirí ár gCiste Gortuithe, DWF, atá lonnaithe ag 5 Duga Sheoirse, IFSC, Áth Cliath 1.

### Cén áit a gcoinnítear do chuid Sonraí Pearsanta?

Coinnítear do chuid sonraí go leictreonach ar Bhunachar Sonraí Ball Chumann Lúthchleas Gael atá á chur ar fáil ag Dawson Andrews, 17a Ascaill Ormeau, Béal Feirste, BT2 8DN.

### Cé hiad Dawson Andrews?

Is “Próiseálaithe Sonraí” iad Dawson Andrews a dhéanann óstáil ar an mbunachar sonraí ar a bhfuil do chuid sonraí coinnithe. Tá conradh againn le Dawson Andrews le cinntiú go bhfuil do chuid sonraí pearsanta á gcoinneáil slán sábháilte.

### Cén fhad a bheidh mo chuid Sonraí Pearsanta á gcoinneáil?

Coinneofar do chuid sonraí pearsanta chomh fada is atá tú i do bhall de CLG. Déanfar iad a scrios sa chás go n-éiríonn tú as, nó, sa chás go ndéanfar tú a dhíbirt ón gCumann de réir An Treoir Oifigiúil. Mar sin féin, d’fhéadfaí do chuid sonraí pearsanta a choinneáil i ndiaidh duit scoir den bhallaraíocht má bheartaítear go bhfuil géarghá a leithéid a dhéanamh de réir polasaí um choinneáil sonraí CLG.

### Cén chaoi a bhféadfainn cóip de na Sonraí Pearsanta atá á gcoinneáil ag an gclub/CLG a fháil?

Tá sé de cheart agat cóip de do chuid Sonraí Pearsanta uilig a fháil agus is féidir leat é seo a dhéanamh trí theagmháil a dhéanamh linn. Cuirfear an t-eolas seo ar fáil duit taobh istigh de mhí.

### Cad iad na cearta príobháideachais atá agam maidir le mo chuid Sonraí Pearsanta?

Tá sé de cheart agat go ndéanfar do chuid Sonraí Pearsanta a scrios, a athrú nó a thabhairt suas chun dáta más mian leat. Tá sé de cheart agat cur i gcoinne phróiseáil do chuid Sonraí Pearsanta agus do chead próiseála a tharraingt siar. Níl le déanamh agat ach teagmháil a dhéanamh linn.

### Cén áit a bhfuil tuilleadh eolais le fáil?

Is féidir tuilleadh eolais a fháil maidir le do chuid cearta ach teagmháil a dhéanamh leis an gCoimisiún um Chosaint Sonraí, 21 Cearnóg Mhic Liam Theas, Áth Cliath 2, D02 RD28 nó, ar an suíomh idirlín ag [www.dataprotection.ie](http://www.dataprotection.ie)

### Cén chaoi a ndéanaim gearán nó sárú cosanta sonraí a thuairisciú?

Dá mba mhian leat gearán nó sárú cosanta sonraí a thuairisciú maidir le do chuid Sonraí Pearsanta féin, d’fhéadfaí foirm a líonadh isteach ar shuíomh idirlín an Choimisiúin um Chosaint Sonraí ag [www.dataprotection.ie](http://www.dataprotection.ie) nó trí ghlaoch ar 057 8684800.

**COACH AND MENTOR  
APPLICATION FORM**

**Surname:** \_\_\_\_\_ **Forename:** \_\_\_\_\_

**Previous name (if any):** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Home telephone number:** \_\_\_\_\_ **Mobile number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Role applied for:** \_\_\_\_\_

**Club:** \_\_\_\_\_

**Child Safeguarding Vetting, Training and Coaching Qualification**

Have you completed the vetting process in accordance with Association procedures?

☐ Yes ☐ No

Have you attended Child Safeguarding Training relevant to your role as approved by your Association?

☐ Yes ☐ No

Do you possess a coaching qualification as required by your Association for your role?

☐ Yes ☐ No

**Please outline why you wish to become involved in our Club?**

\_\_\_\_\_

**Please give details of any previous involvement in sports including coaching experience and relevant qualifications:**

\_\_\_\_\_

**Do you suffer from any illness or medical condition which may at times affect your ability to work with young people in this role?**

☐ Yes ☐ No

**Is so, please give details:**

\_\_\_\_\_

**COACH AND MENTOR  
APPLICATION FORM**

**Have you ever been asked to terminate your involvement in any Sporting or Community Organisation? (If yes we will contact you in confidence):**

☐ Yes ☐ No

**Please supply the name, address, and a contact telephone number of two people (non-relative), who from personal knowledge are willing to support your application. If you have a previous involvement in a sports organisation one of these two named person (below) should be from that sports organisation**

Name 1: \_\_\_\_\_ Name 2: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel No: \_\_\_\_\_ Tel No: \_\_\_\_\_

Professional relationship  
with Referee \_\_\_\_\_ Professional relationship  
with Referee \_\_\_\_\_

**Declaration:**

- I confirm that nothing within my personal or professional background may deem me unsuitable For a position which involves working with children/young people in sport.
- I declare that the above information is true and agree abide by The Code Of Behaviour (Underage) working with underage players.
- I agree to abide by the Rules of the Association.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

This Form should be returned to and retained by the Club Secretary or Registrar.

**FOR CLUB USE ONLY**

Checked by phone ☐ Visit ☐ Letter ☐ **Date:** \_\_\_\_\_

**Checked by:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

Sloinne: \_\_\_\_\_ Ainm Baiste: \_\_\_\_\_

Ainmneacha eile roimh seo (más ann dóibh): \_\_\_\_\_

Seoladh: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Uimhir Fóin Baile: \_\_\_\_\_ Fón Póca: \_\_\_\_\_

Ríomhphost: \_\_\_\_\_

An ról ar chuir tú siteach air: \_\_\_\_\_

Club: \_\_\_\_\_

### Cáilíochtaí Cosanta Leanaí, Grinnfhiosrúcháin, Traenála agus Cóitseála

Ar chríochnaigh tú an próiseas grinnfhiosrúcháin faoi réir nósanna imeachta an Chumainn?

☐ Chríochnaigh ☐ Níor chríochnaigh

An ndearna tú an traenáil chuí chosanta leanaí don ról mar atá faofa ag an gCumann?

☐ Rinne ☐ Ní Dhearna

An bhfuil cáilíocht chuí cóitseála agat do do ról de réir mar atá ag teastáil ón gCumann?

☐ Tá ☐ Níl

### Mínigh cén fáth ar mhaith leat a bheith páirteach lenár gClub?

\_\_\_\_\_

Má bhí aon bhaint agat le heagrais spóirt eile roimhe seo, ina n-áirítear taithí cóitseála agus cáilíochtaí eile cuí, luaigh anseo iad:

\_\_\_\_\_

An bhfuil aon tinneas nó fadhb sláinte ort a d'fhéadfadh cur isteach ar do chumas dul i mbun oibre le daoine óga sa ról seo?

☐ Tá ☐ Níl

Má tá, mínigh anseo:

\_\_\_\_\_

## FOIRM IARRATAIS AN CHÓITSEÁLAÍ AGUS AN MHEANTÓRA

Ar iarradh ort riamh deireadh a chur leis an mbaint a bhí agat le heagraíocht spórtúil nó pobail? (Má d'iarradh, déanfaidh muid teagmháil leat faoi rún):

☐ Tá ☐ Níl

**Tabhair ainm, seoladh baile agus uimhir fóin do bheirt (nach bhfuil gaolta leat), a bheadh sásta tacú le d'iarratas. Má bhí tú bainteach le heagraíochtaí eile spóirt roimhe seo ba chóir go mbeadh duine amháin den bheirt bainteach leis an eagraíocht spóirt sin.**

Ainm 1: \_\_\_\_\_ Ainm 2: \_\_\_\_\_

Seoladh: \_\_\_\_\_ Seoladh: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Uimhir Fóin: \_\_\_\_\_ Uimhir Fóin: \_\_\_\_\_

Gaol proifisiúnta  
leis an Moltóir \_\_\_\_\_ Gaol proifisiúnta  
leis an Moltóir \_\_\_\_\_

### Deimhniú:

- Deimhním nach bhfuil mé, agus nach raibh mé riamh, bainteach le rud ar bith go pearsanta nó go proifisiúnta a dhéanfaidh mí-oiriúnach mé do ról ar bith ina n-áirítear oibriú le daoine óga i spórt.
- Deimhním go bhfuil an t-eolas thuas fíor agus deimhním go gcloífidh mé leis an gCód Iompair (faoi aois) maidir le hoibriú le himreoirí faoi aois.
- Deimhním go gcloífidh mé le Rialacha an Chumainn.

Sínithe: \_\_\_\_\_ Dáta: \_\_\_\_\_

Ní mór an fhoirm seo a chur ar ais chuig Rúnaí an Chlub nó chuig Cláraitheoir agus ní mór dó/di í a choinneáil in áit sábháilte.

### LE hÚSÁID AG AN gCLUB AMHÁIN

Deimhnithe ar an bhFón ☐ Cuairt ☐ Litir ☐ Dáta: \_\_\_\_\_

Deimhnithe ag: \_\_\_\_\_

Sínithe: \_\_\_\_\_

## INCIDENT/ACCIDENT REPORTING FORM

### THIS FORM SHOULD BE USED FOR EACH OCCASION OF:

- Accidental fall/injury
- Aggressive behaviour
- Verbal abuse
- Destruction of equipment or property (or threats of)
- Physical assault (or threats of)

|                                                      |
|------------------------------------------------------|
| <b>Name of person completing this form:</b>          |
| <b>Role/Position of person completing this form:</b> |
| <b>Signature of person completing this form:</b>     |
| <b>Date:</b>                                         |

### INCIDENT/ACCIDENT

|                                                                                                      |
|------------------------------------------------------------------------------------------------------|
| Date and time of incident (incident/accident):                                                       |
| Name/s of person/s involved in the incident, including their roles and their Clubs/<br>Associations: |
| What activity was taking place when the incident occurred?                                           |
| Description of incident:                                                                             |
| What action, if any, did Club personnel take during or after the incident?                           |
| Witnesses to the incident/accident (include contact details if available):                           |

**REPORTING OF THE INCIDENT TO CLUB/ASSOCIATION**

|                                                                                        |       |
|----------------------------------------------------------------------------------------|-------|
| Incident Reported to:                                                                  | Date: |
| How was the incident/accident reported? e.g. using this form, in person, email, phone. |       |

**FOLLOW UP ACTION**

|                                     |
|-------------------------------------|
| Description of actions to be taken: |
|-------------------------------------|

|         |       |
|---------|-------|
| Signed: | Date: |
|---------|-------|

**CLUB/ASSOCIATION NOTES ONLY**

**BA CHÓIR AN FHOIRM SEO A ÚSÁID I gCÁS NA n-EACHTRAÍ SEO A LEANAS:**

- Titim/Gortú a tharlaíonn trí thimpiste
- Iompar trodach
- Íde Béil
- Scrios trealamh nó maoine (nó bagairtí ar a leithéid)
- Ionsaí fisiciúil (nó bagairtí ar a leithéid)

**Ainm an duine atá ag líonadh isteach na foirme seo:**
**Ról/Post an duine atá ag líonadh isteach na foirme seo:**
**Síniú an duine atá ag líonadh isteach na foirme seo:**
**Dáta:**
**EACHTRA/TIMPISTE**

Dáta agus am na heachtra (eachtra/timpiste):

Ainm/ainmneacha an duine/na ndaoine a bhí páirteach sa timpiste chomh maith lena gcuid rólanna agus a gcuid Clubanna/Cumann:

Cén cineál gníomhaíochta a bhí ar bun nuair a tharla an timpiste?

Déan cur síos ar an eachtra:

Cén gníomh, má rinneadh ceann ar bith, a rinne pearsanra de chuid an Chlub le linn, nó, i ndiaidh na heachtra?

Finnéithe ar an eachtra/timpiste (luaigh sonraí teagmhála más ann dóibh):

## AN EACHTRA A THUAIRISCIÚ DON CHLUB/CHUMANN

|                                                                                                                            |       |
|----------------------------------------------------------------------------------------------------------------------------|-------|
| Tuairiscíodh an eachtra do:                                                                                                | Dáta: |
| Cén chaoi ar tuairiscíodh an eachtra/timpiste? Mar shampla, tríd an bhfoirm seo, go pearsanta, le ríomhphost, ar an bhfón. |       |

## GNÍOMH IAR-EACHTRA/IAR-THIMPISTE

|                                                  |
|--------------------------------------------------|
| Déan cur síos ar na gníomhartha is gá a thógáil: |
|--------------------------------------------------|

|          |       |
|----------|-------|
| Sínithe: | Dáta: |
|----------|-------|

## NÓTAÍ CLUB/CUMAINN AMHÁIN

## DEFINITIONS OF CHILD ABUSE

### TYPES OF CHILD ABUSE AND HOW THEY MAY BE RECOGNISED

This section is based on the Children First National Guidance for the Protection and Welfare of Children, published by the Department of Children and Youth Affairs in December 2017. The Guidance booklet directs us in much of our work with children and young people and these practices and principles, while referencing guidance and statutory authorities in Ireland are equally transferable and applicable to all units of our Associations, regardless of jurisdiction.

**In this section' and throughout the Code of Behaviour (Underage) 'a child' or 'young person' or 'underage' means a person under the age of 18 years of age, who is not or has not been married**

Child abuse can be categorised into four different types: neglect, emotional abuse, physical abuse and sexual abuse. A child may be subjected to one or more forms of abuse at any given time. Abuse and neglect can occur within the family, in the community or in an institutional setting. The abuser may be someone known to the child or a stranger, and can be an adult or another child. In a situation where abuse is alleged to have been carried out by another child, you should consider it a child welfare and protection issue for both children and you should follow child protection procedures for both the victim and the alleged abuser.

The important factor in deciding whether the behaviour is abuse or neglect is the impact of that behaviour on the child rather than the intention of the parent/carer.

The definitions of neglect and abuse presented in this section are not legal definitions. They are intended to describe ways in which a child might experience abuse and how this abuse may be recognised.

#### NEGLECT

Child neglect is the most frequently reported category of abuse, both in Ireland and internationally. Ongoing chronic neglect is recognised as being extremely harmful to the development and well-being of the child and may have serious long-term negative consequences.

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.

Neglect is associated with poverty but not necessarily caused by it. It is strongly linked to parental

## DEFINITIONS OF CHILD ABUSE

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 where you see the child 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

### **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 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

## DEFINITIONS OF CHILD ABUSE

- 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.

### 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

The Children First Act 2015 includes a provision that abolishes the common law defence of reasonable chastisement in court proceedings. This defence could previously be invoked by a parent or other person in authority who physically disciplined a child. The change in the legislation now means that in prosecutions relating to assault or physical cruelty, a person who administers such punishment to a child cannot rely on the defence of reasonable chastisement in the legal proceedings. The result of this is that the protections in law relating to assault now apply to a child in the same way as they do to an adult.

## DEFINITIONS OF CHILD ABUSE

### 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.

**It should be remembered that sexual activity involving a young person may be sexual abuse even if the young person concerned does not themselves recognise it as abusive**

### 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, videotape 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
- Exposing a child to inappropriate or abusive material through information and communication technology
- Consensual sexual activity involving an adult and an underage person

An Garda Síochána will deal with any criminal aspects of a sexual abuse case under the relevant criminal justice legislation. The prosecution of a sexual offence against a child will be considered within the wider objective of child welfare and protection. The safety of the child is paramount and at no stage should a child's safety be compromised because of concern for the integrity of a criminal investigation.

## DEFINITIONS OF CHILD ABUSE

In relation to child sexual abuse, it should be noted that in criminal law the age of consent to sexual intercourse is 17 years for both boys and girls. Any sexual relationship where one or both parties are under the age of 17 is illegal. However, it may not necessarily be regarded as child sexual abuse. Details on exemptions for mandated reporting of certain cases of underage consensual sexual activity can be found in Chapter 3 of this Guidance.

### BULLYING

It is recognised that bullying affects the lives of an increasing number of children and can be the cause of genuine concerns about a child's welfare.

Bullying can be defined as repeated aggression – whether it is verbal, psychological or physical – that is conducted by an individual or group against others. It is behaviour that is intentionally aggravating and intimidating, and occurs mainly among children in social environments such as schools. It includes behaviours such as physical aggression, cyberbullying, damage to property, intimidation, isolation/exclusion, name calling, malicious gossip and extortion. Bullying can also take the form of abuse based on gender identity, sexual preference, race, ethnicity and religious factors. With developments in modern technology, children can also be the victims of non-contact bullying, via mobile phones, the internet and other personal devices.

While bullying can happen to any child, some may be more vulnerable. These include: children with disabilities or special educational needs; those from ethnic minority and migrant groups; from the Traveller community; lesbian, gay, bisexual or transgender (LGBT) children and those perceived to be LGBT; and children of minority religious faiths.

There can be an increased vulnerability to bullying among children with special educational needs. This is particularly so among those who do not understand social cues and/or have difficulty communicating. Some children with complex needs may lack understanding of social situations and therefore trust everyone implicitly. Such children may be more vulnerable because they do not have the same social skills or capacity as others to recognise and defend themselves against bullying behaviour.

Please note that Section 9 of this Code of Behaviour titled Dealing with Bullying in your Club includes an Anti-Bullying statement and examines how to be proactive about the threat of bullying or how to address such matters should they arise.

**(Based on CHILDREN FIRST National Guidance for the Protection and Welfare of Children)**

| AREA                                                                                         | TEL: NO     | ADDRESS                                                                                   |
|----------------------------------------------------------------------------------------------|-------------|-------------------------------------------------------------------------------------------|
| <b>SOUTH</b>                                                                                 |             |                                                                                           |
| Carlow-The duty social work office covering Carlow is located in Tipperary                   | 052 6177302 | Tusla-Child and Family Agency, Yellow House, Wester Road, Clonmel, Co Tipperary, E91 PR83 |
| Kilkenny - The duty social work office covering Kilkenny is located in Tipperary             | 052 6177302 | Tusla-Child and Family Agency, Yellow House, Wester Road, Clonmel, Co Tipperary, E91 PR84 |
| Tipperary- South                                                                             | 052 6177302 | Tusla-Child and Family Agency, Yellow House, Wester Road, Clonmel, Co Tipperary, E91 PR85 |
| Wexford                                                                                      | 053 9185680 | Tusla-Child and Family Agency, Ely House, Ferrybank, Co Wexford                           |
| Waterford - The duty social work office covering waterford is located in Wexford             | 053 9185680 | Tusla-Child and Family Agency, Ely House, Ferrybank, Co Wexford                           |
| Cork                                                                                         | 021 4923493 | Tusla-Child and Family Agency, Block 36, St. Finbarr's Campus, Douglas Road, Cork         |
| Kerry - South                                                                                | 066 7184501 | Tusla-Child and Family Agency, Rathass, Tralee, Co Kerry, V92 YA25                        |
| <b>WEST</b>                                                                                  |             |                                                                                           |
| Clare- The duty social work office covering Clare is located in Limerick                     | 061 588688  | Tusla-Child and Family Agency, Unit 3, St. Camillus Hospital, Shelbourne Road, Limerick   |
| Limerick                                                                                     | 061 588688  | Tusla-Child and Family Agency, Unit 3, St. Camillus Hospital, Shelbourne Road, Limerick   |
| Tipperary North- The duty social work office covering Tipperary North is located in Limerick | 061 588688  | Tusla-Child and Family Agency, Unit 3, St. Camillus Hospital, Shelbourne Road, Limerick   |
| Cavan West- The duty social work office covering Cavan West is located in Sligo              | 071 9155133 | Tusla-Child and Family Agency, Markievicz House, Barrack St, Sligo                        |
| Donegal                                                                                      | 074 9123672 | Tusla-Child and Family Agency, Millennium Court, Pearse Road, Letterkenny, Co Donegal     |
| Leitrim- The duty social work office covering Leitrim is located in Sligo                    | 071 9155133 | Tusla-Child and Family Agency, Markievicz House, Barrack St, Sligo                        |
| Galway                                                                                       | 091 546235  | Tusla-Child and Family Agency, 25 Newcastle Road, Galway                                  |

# NATIONAL CONTACTS FOR TUSLA CHILD AND FAMILY AGENCY

| AREA                                                                           | TEL: NO     | ADDRESS                                                                             |
|--------------------------------------------------------------------------------|-------------|-------------------------------------------------------------------------------------|
| Mayo                                                                           | 094 9049137 | Tusla-Child and Family Agency, 1st Floor, Mill Lane, Bridge Street, Castlebar, Mayo |
| Roscommon- The duty social work office covering Roscommon is located in Galway | 091 546235  | Child and Family Agency, 25 Newcastle Road, Galway                                  |
| Sligo                                                                          | 071 9155133 | Tusla-Tusla-Child and Family Agency, Markievicz House, Barrack St, Sligo            |

## DUBLIN MID LEINSTER

|                                                                                                 |              |                                                                                           |
|-------------------------------------------------------------------------------------------------|--------------|-------------------------------------------------------------------------------------------|
| Dublin South East                                                                               | 01 9213400   | Tusla-Child and Family Agency, Unit 9, Nutgrove Retail Park, Churchtown, Dublin 14        |
| Wicklow- The duty social work office covering Wicklow is located in Churchtown                  | 01 9213400   | Tusla-Child and Family Agency, Unit 9, Nutgrove Retail Park, Churchtown, Dublin 14        |
| Laois- The duty social work office covering Offaly is located in Westmeath                      | 044 9353997  | Tusla-Child and Family Agency, Primary Care Centre, Harbour Road, Mullingar, Co Westmeath |
| Longford- The duty social work office covering Offaly is located in Westmeath                   | 044 9353997  | Tusla-Child and Family Agency, Primary Care Centre, Harbour Road, Mullingar, Co Westmeath |
| Offaly- The duty social work office covering Offaly is located in Westmeath                     | 044 9353997  | Tusla-Child and Family Agency, Primary Care Centre, Harbour Road, Mullingar, Co Westmeath |
| Westmeath                                                                                       | 044 9353997  | Tusla-Child and Family Agency, Primary Care Centre, Harbour Road, Mullingar, Co Westmeath |
| Dublin South Central                                                                            | 076 6955749  | Tusla-Child and Family Agency, Bridge House, Cherry Orchard Hospital, Dublin 10           |
| Dublin South West- The duty social work office covering Dublin South West is located in Kildare | (045) 920000 | Tusla-Building 2, Vista Primary Care Centre, Ballymore Road, Naas, Kildare, W91 HT2X      |
| Kildare                                                                                         | (045) 920000 | Tusla-Building 2, Vista Primary Care Centre, Ballymore Road, Naas, Kildare, W91 HT2X      |
| Wicklow West- The duty social work office covering West Wicklow is located in Kildare           | (045) 920000 | Tusla-Building 2, Vista Primary Care Centre, Ballymore Road, Naas, Kildare, W91 HT2X      |

| DUBLIN NORTH EAST                                                        |             |                                                                                                   |
|--------------------------------------------------------------------------|-------------|---------------------------------------------------------------------------------------------------|
| Cavan- The duty social work office covering Cavan is located in Monaghan | 047 30475   | Tusla-Child and Family Agency, Support Services Building, Rooskey, Monaghan                       |
| Monaghan                                                                 | 047 30475   | Tusla-Child and Family Agency, Support Services Building, Rooskey, Monaghan                       |
| Dublin North                                                             | 01 8708000  | Tusla-Child and Family Agency, 180-189 Lakeshore Drive, Airside Business Park, Swords, Co. Dublin |
| Dublin North City                                                        | 01 8567704  | Tusla-Child and Family Agency, Wellmount Health Centre, Wellmount Park, Finglas, Dublin 11        |
| Louth- The duty social work office covering Louth is located in Meath    | 046 9098560 | Tusla-Child and Family Agency, Meath Enterprise Centre, Trim Road, Navan, Co Meath                |
| Meath                                                                    | 046 9098560 | Tusla-Child and Family Agency, Meath Enterprise Centre, Trim Road, Navan, Co Meath                |

Dublin is divided into 5 Tusla Areas, if you are unsure as to what your area is please see link to find out the corresponding Tusla area

<https://www.tusla.ie/services/child-protection-welfare/contact-a-social-worker/dublin/>

**TUSLA - CHILD PROTECTION  
AND WELFARE REPORT****Use block letters when filling out this form.****Fields marked with an \* are mandatory.****1. Tusla Area (this is where the child resides)\*****2. Date of Report\*****3. Details of Child**

|             |                          |                |                          |
|-------------|--------------------------|----------------|--------------------------|
| First Name* |                          | Surname*       |                          |
| Male*       | <input type="checkbox"/> | Female*        | <input type="checkbox"/> |
| Address*    |                          | Date of Birth* |                          |
|             |                          | Estimated Age* |                          |
|             |                          | School Name    |                          |
|             |                          | School Address |                          |
| Eircode     |                          |                |                          |

**4. Details of Concerns\***

Please complete the following section with as much detail about the specific child protection or welfare concern or allegation as possible. Include dates, times, incident details and names of anyone who observed any incident. Please include the parents and child's view, if known. Please attach additional sheets, if necessary

Please see 'Tusla Children First – A Guide for the Reporting of Child Protection and Welfare Concerns' for additional assistance on the steps to consider in making a report to Tusla

**5. Type of Concern**

|                       |                          |                |                          |
|-----------------------|--------------------------|----------------|--------------------------|
| Child Welfare Concern | <input type="checkbox"/> |                |                          |
| Emotional Abuse       | <input type="checkbox"/> | Physical Abuse | <input type="checkbox"/> |
| Neglect               | <input type="checkbox"/> | Sexual Abuse   | <input type="checkbox"/> |

## 6. Details of Reporter

|                                                                                              |  |               |                                                          |
|----------------------------------------------------------------------------------------------|--|---------------|----------------------------------------------------------|
| First Name                                                                                   |  | Surname       |                                                          |
| Address <i>If reporting in a professional capacity, please use your professional address</i> |  | Organisation  |                                                          |
|                                                                                              |  | Position Held |                                                          |
|                                                                                              |  | Mobile No.    |                                                          |
|                                                                                              |  | Telephone No. |                                                          |
| Eircode                                                                                      |  | Email Address |                                                          |
| Is this a Mandated Report made under Sec 14, Children First Act 2015?*                       |  |               | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Mandated Person's Type                                                                       |  |               |                                                          |

## 7. Details of Other Persons Where a Joint Report is Being Made

|                                                                                              |  |               |  |
|----------------------------------------------------------------------------------------------|--|---------------|--|
| First Name                                                                                   |  | Surname       |  |
| Address <i>If reporting in a professional capacity, please use your professional address</i> |  | Organisation  |  |
|                                                                                              |  | Position Held |  |
|                                                                                              |  | Mobile No.    |  |
|                                                                                              |  | Telephone No. |  |
| Eircode                                                                                      |  | Email Address |  |

|                                                                                              |  |               |  |
|----------------------------------------------------------------------------------------------|--|---------------|--|
| First Name                                                                                   |  | Surname       |  |
| Address <i>If reporting in a professional capacity, please use your professional address</i> |  | Organisation  |  |
|                                                                                              |  | Position Held |  |
|                                                                                              |  | Mobile No.    |  |
|                                                                                              |  | Telephone No. |  |
| Eircode                                                                                      |  | Email Address |  |

## 8. Parents Aware of Report

|                                                                                     |                              |                             |
|-------------------------------------------------------------------------------------|------------------------------|-----------------------------|
| Are the child's parents/carers aware that this concern is being reported to Tusla?* | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| If the parent/carer does not know, please indicate reasons:                         |                              |                             |

## 9. Relationships

|                                         |  |                                     |                                    |
|-----------------------------------------|--|-------------------------------------|------------------------------------|
| <b>Details of Mother</b>                |  |                                     |                                    |
| First Name                              |  | Surname                             |                                    |
| Address                                 |  | Mobile No.                          |                                    |
|                                         |  | Telephone No.                       |                                    |
| Eircode                                 |  | Email Address                       |                                    |
| <b>Is the Mother a Legal Guardian?*</b> |  | <b>Yes</b> <input type="checkbox"/> | <b>No</b> <input type="checkbox"/> |

|                                         |  |                                     |                                    |
|-----------------------------------------|--|-------------------------------------|------------------------------------|
| <b>Details of Father</b>                |  |                                     |                                    |
| First Name                              |  | Surname                             |                                    |
| Address                                 |  | Mobile No.                          |                                    |
|                                         |  | Telephone No.                       |                                    |
| Eircode                                 |  | Email Address                       |                                    |
| <b>Is the Father a Legal Guardian?*</b> |  | <b>Yes</b> <input type="checkbox"/> | <b>No</b> <input type="checkbox"/> |

## 10. Household Composition

| First Name | Surname | Relationship | Date of Birth | Estimated Age | Additional Information<br>e.g. school,<br>occupation,<br>other |
|------------|---------|--------------|---------------|---------------|----------------------------------------------------------------|
|            |         |              |               |               |                                                                |
|            |         |              |               |               |                                                                |
|            |         |              |               |               |                                                                |
|            |         |              |               |               |                                                                |
|            |         |              |               |               |                                                                |

## 11. Details of Person(s) Allegedly Causing Harm

|                                |                                  |               |  |
|--------------------------------|----------------------------------|---------------|--|
| First Name*                    |                                  | Surname*      |  |
| Male* <input type="checkbox"/> | Female* <input type="checkbox"/> |               |  |
| Address                        |                                  | Date of Birth |  |
|                                |                                  | Estimated Age |  |
|                                |                                  | Mobile No.    |  |
|                                |                                  | Telephone No. |  |
| Eircode                        |                                  | Email Address |  |
| Occupation                     |                                  | Organisation  |  |
| Position Held                  |                                  |               |  |

|                                        |  |
|----------------------------------------|--|
| Relationship to Child                  |  |
| Address at time of alleged incident    |  |
| If name unknown please indicate reason |  |

**12. Name and Address of Other Organisations, Personnel or Agencies Known to be Involved Currently or Previously with the Family**

| Profession            | First Name | Surname | Address | Contact Number | Recent Contact<br>e.g. 3/6/9<br>months ago |
|-----------------------|------------|---------|---------|----------------|--------------------------------------------|
| Social Worker         |            |         |         |                |                                            |
| Public Health Nurse   |            |         |         |                |                                            |
| GP                    |            |         |         |                |                                            |
| Hospital              |            |         |         |                |                                            |
| School                |            |         |         |                |                                            |
| Gardaí                |            |         |         |                |                                            |
| Pre-school/<br>crèche |            |         |         |                |                                            |
| Other                 |            |         |         |                |                                            |

**13. Any Other Relevant Information, Including any Previous Contact with the Child or Family**

**Please ensure you have indicated if this is a mandated report in section 6.  
Thank you for completing the report form.**

In completing this report form you are providing details on yourself and on others. Details such as name, address and date of birth fall under the definition of 'Personal Data' in the Data Protection Acts, 1988 & 2003. Tusla has a responsibility under these Acts in its capacity as a Data Controller to, amongst other things, obtain and process this data fairly; keep it safe and secure; and to keep it for a specified lawful purpose. That purpose is to fulfil our statutory responsibility under the Child Care Act 1991 to promote the protection and welfare of children. Tusla may, during the course of the assessment of this report disclose such Personal Data to other agencies including An Garda Síochána. Further details about Tusla's responsibilities as a Data Controller and your rights as a Data Subject can be found on our website, [www.tusla.ie](http://www.tusla.ie). As you are providing Personal Data on others, you are a Data Processor. We ask that you only provide those details that are necessary for the report and that you keep this report and the Personal Data contained in it secure from unauthorised access, disclosure, destruction or accidental loss.

#### 14. For Completion by Tusla Authorised Person on Receipt of Report

|                    |  |         |  |      |  |
|--------------------|--|---------|--|------|--|
| Report Received by |  |         |  |      |  |
| First Name         |  | Surname |  | Date |  |

|                                    |  |         |  |           |  |
|------------------------------------|--|---------|--|-----------|--|
| Mandated Report Acknowledgement by |  |         |  |           |  |
| First Name                         |  | Surname |  | Date sent |  |

|                              |  |  |
|------------------------------|--|--|
| Authorised Person Signature* |  |  |
| Date                         |  |  |

|                        |                              |                             |
|------------------------|------------------------------|-----------------------------|
| Child Previously Known | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Allocated Case No.     |                              |                             |

## HEALTH AND SOCIAL CARE TRUSTS IN NORTHERN IRELAND/GATEWAY TEAMS

If you have concerns about a child you must seek advice from professionals. If you think a child or young person under the age of 18 years is being abused or neglected, please contact the Gateway team in your local Health and Social Care Trust (contact numbers below). Do this as soon as you can and before the situation gets any worse.

If you believe that a child or young person is at immediate risk, this should be reported without delay to the police service as a 999 emergency and contact should also be made to your local Health and Social Care (HSC) Trust:

### GATEWAY TEAMS

Northern HSC Trust - 0300 1234 333

Belfast HSC Trust - 028 9050 7000

South Eastern HSC Trust - 0300 1000 300

Southern HSC Trust - 0800 7837 745

Western HSC Trust - 028 7131 4090



Northern HSC Trust 0300 1234 333

Belfast HSC Trust 028 9050 7000

South Eastern HSC Trust 0300 1000 300

Southern HSC Trust 0800 7837 745

Western HSC Trust 028 7131 4090

## OUT OF HOURS DUTY SOCIAL WORKER

(028) 95049999

(After 5pm weekdays, weekends and public holidays)

You can talk with an NSPCC counsellor for free, 24 hours a day. Call 0808 800 5000.

**REPORTED ALLEGATIONS OF ABUSE FORM –  
INTERNAL REPORTING FORM**

While this document should be forwarded in the first instance to the National Designated Liaison Person, and may be used for internal Association purposes, please be aware that the document may also be required by the relevant statutory authorities should they wish to investigate this matter further. The contents of this form should not be shared with any other person, except with the prior knowledge and permission of the National DLP.

|                                                                    |  |
|--------------------------------------------------------------------|--|
| Club:                                                              |  |
| County:                                                            |  |
| Club Designated Liaison Person:                                    |  |
| County Designated Liaison Person:                                  |  |
| Child's name:                                                      |  |
| Child's address:                                                   |  |
| Parent/Guardian Name:                                              |  |
| Child's date of birth:                                             |  |
| Date and time of any incident:                                     |  |
| What was observed or reported and by whom:                         |  |
| Exact details of what was reported to the Club, County, Provincial |  |
| Designated Liaison Person or other Association member:             |  |

# GAA INTERNAL REPORTING OF ABUSE

|                                                                                                    |                                                             |       |
|----------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-------|
| Designated Liaison Person Informed;                                                                | Yes <input type="checkbox"/><br>No <input type="checkbox"/> | Name: |
| (Please state if Club, County, Provincial or National Designated Liaison Person has been informed) |                                                             |       |
| Decision taken by Club Designated Liaison Person and reasons for decision taken:                   |                                                             |       |
|                                                                                                    |                                                             |       |
| This report has been forwarded to:                                                                 |                                                             |       |
| Date and time:                                                                                     |                                                             |       |
| Action taken so far:                                                                               |                                                             |       |

Signature \_\_\_\_\_

Date \_\_\_\_\_

This form should be forwarded as a matter of urgency to the Associations National Designated Liaison Person (see page 23).

Guidance for Dealing with & Reporting Allegations or Concerns of Abuse:

<https://gaa.ie/api/pdfs/image/upload/n5hsvzyl3eb5kbrfbyfe.pdf>

The contents of this report should not be shared with anyone other than those who need to know.

Should it be necessary please use additional pages to complete this form accompanied by any other relevant documentation.

# FOIRM (INMHEÁNACH) THUAIRISCITHE LÍOMHAINTÍ MAIDIR LE MÍ-ÚSÁID

## Foirm Thuairiscithe Líomhaintí maidir le Mí-úsáid — Foirm thuairiscithe inmheánach

Cé gur chóir an cháipéis seo a chur chuig an Duine Idirchaidrimh Ainmnithe Náisiúnta mar chéad chéim, agus go bhféadfaí í a úsáid ar chúiseanna inmheánacha de chuid an Chumainn, bíodh a fhios agat go bhféadfadh sé tarlú go mbeadh an fhoirm seo ag teastáil ó na húdaráis reachtúla chuí sa chás go dteastódh uathu tuilleadh fiosruithe a dhéanamh i leith na heachtra. Ná roinn sonraí na foirme seo le duine ar bith eile gan an Duine Idirchaidrimh Ainmnithe Náisiúnta a chur ar an eolas roimh ré agus gan chead a fháil uaidh/ uaithe a leithéid a dhéanamh.

|                                                                                                                  |  |
|------------------------------------------------------------------------------------------------------------------|--|
| Club:                                                                                                            |  |
| Contae:                                                                                                          |  |
| Duine Idirchaidrimh Ainmnithe an Chlub:                                                                          |  |
| Duine Idirchaidrimh Ainmnithe an Chontae:                                                                        |  |
| Ainm an Pháiste:                                                                                                 |  |
| Seoladh Baile an Pháiste:                                                                                        |  |
| Ainm Tuismtheora/ Caomhnóra:                                                                                     |  |
| Dáta Breithe an Pháiste:                                                                                         |  |
| Dáta agus Am na hEachtra:                                                                                        |  |
| Cad a chonacthas, cad a tuairiscíodh agus cé a thuairiscigh:                                                     |  |
| Sonraí beachta ar a tuairiscíodh don Chlub, Chontae, Chúige: Duine Idirchaidrimh Ainmnithe nó ball Cumainn eile: |  |

## FOIRM (INMHEÁNACH) THUAIRISCITHE LÍOMHAINTÍ TI MAIDIR LE MÍ-ÚSÁID

|                                                                                                                  |                                                                             |       |
|------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|-------|
| Ar cuireadh an Duine Idirchaidrimh Ainmnithe ar an eolas:                                                        | Cuireadh <input type="checkbox"/><br>Níor cuireadh <input type="checkbox"/> | Ainm: |
| (Ar cuireadh an Duine Idirchaidrimh Ainmnithe Club, Contae, Cúige nó Náisiúnta ar an eolas?)                     |                                                                             |       |
| Cén cinneadh a thóg an Duine Idirchaidrimh Ainmnithe Club agus cad iad na cúiseanna a bhí leis an gcinneadh sin? |                                                                             |       |
|                                                                                                                  |                                                                             |       |
| Cuireadh an tuairisc ar aghaidh chuig:                                                                           |                                                                             |       |
| Dáta agus Am:                                                                                                    |                                                                             |       |
| Mar a déileáladh leis an eachtra go dtí seo:                                                                     |                                                                             |       |

Síniú \_\_\_\_\_

Date \_\_\_\_\_

Ní mór an fhoirm seo a chur ar aghaidh mar ábhar práinne chuig an Duine Idirchaidrimh Ainmnithe Náisiúnta de chuid an Chumainn (féach leathanach 23).

Guidance for Dealing with & Reporting Allegations or Concerns of Abuse:

<https://gaa.ie/api/pdfs/image/upload/n5hsvzyl3eb5kbrfbyfe.pdf>

Ná roinn sonraí na tuairisce seo le duine bith seachas na daoine atá ag plé leis.

Más gá, úsáid leathanaigh bhreise le do thoil chun an fhoirm seo a líonadh, chomh maith le cáipéisí cuí ar bith eile.

## ONLINE COACHING OF CHILDREN GOOD PRACTICE GUIDANCE

The temporary postponement of our games, training and coaching sessions during the Covid pandemic has undoubtedly impacted on many of us and in particular on our underage teams and the children and young people\* in our Clubs, i.e. those under 18 yrs. of age, including their families.

It is however always gratifying to hear that despite the restrictions that may be placed upon us at any time we have developed a number of new resources and services to offset some of this impact. This includes the use of communication platforms that enable us to deliver live or recorded training programmes, Officer Training, Safeguarding Training, numerous webinars, and the live online coaching sessions\*\* for players of all age groups. Live online coaching sessions for children are particularly welcomed and will assist children to maintain their links with the Club and participate in much valued physical activity. We should however always be cognisant of the fact that some children, for a variety of reasons, may not be able to participate in these online activities or may find them unsuitable to their needs.

With the correct guidance and good practices in place, we wish to support all such initiatives, so that coaches and units may deliver live online coaching sessions in a safe and enjoyable environment, through the use of secure online communications.

This online coaching guidance for children and young people under 18 yrs. has been developed following consultation with statutory authorities, the Gaelic Games Associations, games and coaching personnel, volunteer coaches and parents. In addition to the online coaching sessions we encourage the use of pre-recorded online resources, accessible at <https://learning.gaa.ie/coachingresources>

This Guidance forms part of our Code of Behaviour (Underage).

\* Children and young people refers to any person under 18 yrs. of age. Referred to as child hereafter

\*\* Online coaching denotes training and coaching sessions online for children

## GOOD PRACTICE AND SAFETY REQUIREMENTS

- Online coaching sessions should be conducted via the Microsoft Teams platform which is our preferred platform option for such purposes – other equivalent tools do exist but are not covered by GAA/LGFA/Camogie governance mechanisms
- Consent from a parent is required prior to the child participating in any Club or County online coaching sessions (see Appendix 1 – Online Coaching Parent/Guardian Consent Form)
- It is not permitted to take screen shots of individual children or groups of children who are participating in live online coaching sessions
- Coaches who deliver a coaching session as part of an in-school activity may be required by the school to use the school's preferred platform. In some instances this may not be our preferred Microsoft Teams app but as this is a school based or school approved activity this will be permissible
- Approved Association skills challenges/competitions/charity events should be facilitated in line with the Skills Challenges Protocol available on [gaa.ie/api/pdfs/image/upload/qujvmtqymbj1a6pzovws.pdf](http://gaa.ie/api/pdfs/image/upload/qujvmtqymbj1a6pzovws.pdf)

## MICROSOFT TEAMS

- Microsoft Teams is a virtual communication platform hosted on Microsoft Office 365. It enables a range of services such as video conferencing, messaging, and file storage
- Teams is a free to use platform and can be accessed by anyone with an email address.
- An online coaching session must be created by the use of an official @gaa, @lgfa, or @camogie account as this will enable more control and provide greater security when delivering a session e.g. use an existing person's or officer's @gaa, @lgfa or @camogie account
- There is no charge to a Club when they use the official @gaa, @lgfa, or @camogie account
- Microsoft Teams features available to the host include the following:
  - o The host does not have the ability to turn off an individual's camera but may turn off all cameras as required
  - o The chat functionality cannot be turned off during a Teams coaching session
  - o Parents must submit the email address to the host coach, on behalf of their child, to enable the issuing of an invitation to them
  - o It is this email address that shall invite parents to avail of the coaching session for their child
  - o The email address of a person under 18 yrs. shall not be accepted for such purposes
  - o Attendees can be muted/ unmuted
  - o Attendees can be removed from the meeting
- Children should be instructed not to use the chat function unless directly engaging with the coach

*For more information on Microsoft Teams please see the Teams users guide [www.gaa.ie/api/pdfs/image/upload/lg8bomcg2tray2dtu56s.pdf](http://www.gaa.ie/api/pdfs/image/upload/lg8bomcg2tray2dtu56s.pdf)*

## SETTING UP AND DELIVERING A COACHING SESSION

- An official @gaa.ie, @lgfa, @camogie address must be used to set up the online session on behalf of the coach. Please contact the Club Secretary or Children's Officer to facilitate this
- Each event must have an individual and newly created invitation
- The coach(es) should have their camera and microphone on at all times, except during breaks or in exceptional circumstances
- Children should join the session with their microphone mute and their camera off and should only turn these on at the request or under the direction of the coach in charge

## COACHES

- Coaches must receive permission and use an official existing email address from their Club or County, as relevant, to deliver online coaching sessions
- At a minimum 2 coaches (or 1 coach and 1 nominated responsible adult) are required to deliver a coaching session in accordance with agreed supervisory ratios
- One person who is delivering the online coaching must be nominated as the lead coach
- It is the lead coach who must act as the point of contact for each coaching session and shall also be the responsible person should it be necessary to make administrative or disciplinary decisions in relation to the delivery of the coaching
- If the young people participating include both male and females the coaches/nominated responsible adults must also include a male/female presence
- At a minimum, coaches must have achieved a Foundation/ /FUNdamentals level coaching qualification, must be satisfactorily vetted and have attended relevant Child Safeguarding Training
- The responsible adult, if not a qualified coach, shall be deemed a Supervisor of Children and must be satisfactorily vetted and must have attended relevant Child Safeguarding Training recognised by our Associations
- Coaches must keep a record of each participant at online coaching sessions
- Coaches and any nominated responsible adults must be in membership of their Gaelic Games Association
- Misbehaviour or conduct of an inappropriate nature may result in the offending person being removed from the session by the lead coach
- Coaches delivering an in-school coaching activity may be required to avail of the platform and existing procedures adopted by the school

**DELIVERING THE COACHING SESSION - GOOD PRACTICE**

- During underage online coaching for children and young people the coach should have their camera and microphone on at all times, except during breaks or in exceptional circumstances
- Children should join the session with their microphone mute and their camera off and should only turn these on at the request and with the permission or under the direction of the coach or if deemed necessary when asking a question
- While a camera 'off and mute' rule applies to children participating in the session it is recommended that the coach would occasionally request the children, as a group, to turn on their cameras for a short period of time, as this will enable the coach to be aware who is in attendance. Any such instruction will be under the guidance of the lead coach in charge

**CHILDREN ATTENDING THE COACHING SESSION**

- Children participating in online coaching sessions must be in membership of the Club or unit
- Participants must be appropriately dressed when participating in the session
- Children who are unwell or injured, should not participate in an online coaching session
- Misbehaviour or conduct of an inappropriate nature may result in the offending person being removed from the session by the lead coach
- Children may not seek to turn on their camera or microphone unless requested to do so by the lead coach
- A 'chat' function is available as part of the Microsoft Teams function that may be utilised by the participants or their parents, with the permission of the lead coach
- Children should be instructed not to use the chat function unless directly engaging with the coach

**PARENTS/GUARDIANS\*\*\***

- Parents and guardians have a central role to play in supporting the participation of their child(ren) in our online coaching sessions
- The child's parent must complete a consent form on behalf of their child and submit same to their Club so as to enable their child participate in an online coaching session
- Parents shall receive an email inviting their child to participate in the coaching session. This invite may not be shared with any other person(s)
- Parents must undertake to be present or in close proximity to their child while they are participating in the coaching session
- Parents may avail of the 'chat' function on behalf of their child, if deemed necessary

\*\*\* Parent denotes parent or guardian. Referred to as parent(s) hereafter

## CLUBS/COUNTY BOARDS

- Review the delivery of coaching sessions by their nominated coach
- Note that the parental consent form submitted to enable a child participate in online coaching has a 12 month recognition period
- Ensure that the content and delivery of all coaching sessions and uploaded recordings are age appropriate for the participants. To achieve this, each session should be targeted at a specific age group
- Agree a realistic number of attendees at each session
- Register and access the FMS/ABC Have a Ball Resources on GAA Learning site <https://learning.gaa.ie/coachingresources> where additional coaching and skills resources are available to download
- Register and access the FMS/ABC Have a Ball Resources on GAA Learning site <https://learning.gaa.ie/coachingresources> and the GAA Activity Planner <https://learning.gaa.ie/planner/> where additional coaching and skills resources are available to download

## INJURY FUND/INSURANCE

- Please note that the provisions of the GAA player injury fund and the LGFA injury fund do not extend to cover participants in online coaching. Camogie Clubs are advised to liaise with their broker on any specific cover that applies to them
- Participation in any physical activity has inherent risk and it is the responsibility of the parent / guardians to ensure they have cover in place should their child sustain an accidental injury whilst participating in online coaching

## TEMPLATE ONLINE COACHING PARENT/GUARDIAN CONSENT FORM

A club must receive parental consent for each child to participate in the online coaching session. A club can create a Parental Consent Form by using Microsoft Forms. Please see template below.

### ONLINE COACHING PARENT/GUARDIAN CONSENT FORM

**1. Players Name**

**2. Players DOB**

**3. Team/Age Grade**

**4. Parent/Guardian Name**

**5. Parent's email address for purpose of invite to online coaching**

**6. Parent's contact telephone number**

**7. By ticking the box below, I/we agree to allow the above named child to participate in our Club Online Coaching**

☐

### ONLINE COACHING GUIDANCE

**Data Protection Notification:** Please note, your personal data as provided on this form will be used solely for the purpose of conducting virtual online training sessions, ensuring that you have provided the appropriate consent for your child to participate and contacting you with the appropriate links for your child to join. The Data Controller is your GAA Club and you can contact your Club Secretary if you have any questions or queries in relation to your personal data. Your personal data will be deleted once it is no longer required to fulfil the aforementioned purpose. Information on your rights and complaint mechanisms are available on the Data Protection Commission's website at: [www.dataprotection.ie](http://www.dataprotection.ie)

## SAFEGUARDING TRAINING POLICY FOR GAELIC GAMES

This policy is part of the Safeguarding Statement for Gaelic Games under the *Children First Act 2015*, *Children's First: National Guidance for the Protection and Welfare of Children (2017)*, the *Children (NI) Order 1995*, *Tusla's Child Safeguarding: A Guide for Policy and Procedures and Practice* and as required by our Association Rules.

It is highlighted in Section 11(3) Children First as being mandatory and is required for whatever the level of child safeguarding engagement one has in the Association. While we previously maintained this level of training as part of our good practice standards, and included it as part of basic coaching qualification requirements, safeguarding training is now mandatory in law. A list of typical roles to attend training appropriate to their role is included at the end of this policy.

Different levels of Child Safeguarding Training (see below) are now in place in Gaelic Games. Attendance at any of the workshops obviously depends on the role an individual has in any of our Associations. Training is delivered in workshop format and all workshops are of three hours duration unless specified otherwise below.

Online Gaelic Games safeguarding training shall be permitted under the direction of the Safeguarding Training Committee as a contingency measure during the Covid 19 restrictions and subject to review thereafter.

This policy sets out the accepted Safeguarding Workshops for all Gaelic Games Associations together with any specific requirements for attendance and renewal of certification.

### Renewing Safeguarding certificates

Safeguarding training requires renewal every 3 years unless specified below.

**N.B.** If you do not hold a \*valid safeguarding training certificate, you cannot continue in your role until you refresh your training.

The Club & individual are both responsible to ensure that appropriate training has been completed and is valid.

\*Valid certificate refers to a Gaelic Games certificate issued in respect of attendance at a Child Protection in Sport (Safeguarding 1) programme or the Sport Ireland or Sport NI equivalent certificate or the certificate issued following satisfactory completion of the Gaelic Games Safeguarding 1 Online Refresher programme. All Safeguarding certificates 1,2 and 3, are valid for a maximum of three years.

# SAFEGUARDING TRAINING POLICY FOR GAELIC GAMES

## ROLES THAT REQUIRE SAFEGUARDING TRAINING

| Role                                                           | Safeguarding 1<br>Child Protection<br>in Sport<br>Awareness<br>Workshop) | Safeguarding 1<br>E-learning<br>Module<br>(refresher only) | Safeguarding 2<br>(Children's<br>Officer<br>Workshop) | Safeguarding 3<br>(Designated<br>Liaison Person<br>Workshop) | Cul Camp<br>Assistant | Referees<br>Workshop |
|----------------------------------------------------------------|--------------------------------------------------------------------------|------------------------------------------------------------|-------------------------------------------------------|--------------------------------------------------------------|-----------------------|----------------------|
| Team<br>Management<br>& Backroom                               | ✓                                                                        | ✓                                                          |                                                       |                                                              |                       |                      |
| Committee<br>Member                                            | ✓                                                                        | ✓                                                          |                                                       |                                                              |                       |                      |
| Designated<br>Liaison<br>Person/<br>Deputy DLP/<br>Chairperson | ✓                                                                        | ✓                                                          | ✓ (optional)                                          | ✓                                                            |                       |                      |
| Club Children's<br>Officer                                     | ✓                                                                        | ✓                                                          | ✓                                                     | ✓ (optional)                                                 |                       |                      |
| Staff                                                          | ✓                                                                        | ✓                                                          |                                                       |                                                              |                       |                      |
| Mandated<br>Person                                             | ✓                                                                        | ✓                                                          |                                                       | ✓                                                            |                       |                      |
| Scor/Cultural                                                  | ✓                                                                        | ✓                                                          |                                                       |                                                              |                       |                      |
| Code of<br>Behaviour<br>Hearings<br>Committee                  | ✓                                                                        | ✓                                                          |                                                       |                                                              |                       |                      |
| First Aiders                                                   | ✓                                                                        | ✓                                                          |                                                       |                                                              |                       |                      |
| Other<br>Volunteers                                            | ✓ (optional)                                                             |                                                            |                                                       |                                                              |                       |                      |
| Parent                                                         | ✓ (optional)                                                             |                                                            |                                                       |                                                              |                       |                      |
| Referee                                                        |                                                                          |                                                            |                                                       |                                                              |                       | ✓                    |
| Cul Camp<br>Assistant                                          |                                                                          |                                                            |                                                       |                                                              | ✓                     |                      |

## GAELIC GAMES ACCEPTED WORKSHOPS

### GAELIC GAMES SAFEGUARDING WORKSHOPS ARE OUTLINED AS FOLLOWS

- Safeguarding 1 – Child Protection in Sport Awareness Workshop (attending face to face workshop with qualified Gaelic Games tutor or online training at the discretion of the Child Safeguarding Committee)

#### Outcomes from Safeguarding 1

- Implement best practice in protecting the welfare of participants through our Code of Behaviour (underage)
- Create a child-centred environment within the Club
- List categories of abuse and indicators associated with abuse
- Make a report to the appropriate Statutory Authority
- Make a report to a Designated Liaison Person, and or Association's Mandated Person

**Certification validation period** = within a 3 year period

**Prerequisite:** Participants must be nominated by the club to attend the training. Any participant aged 16-18 years of age must submit a parental consent form prior to attending the workshop

**Renewal:** Gaelic Games Safeguarding 1 certificate may be renewed by completing;

Gaelic Games Safeguarding 1 (face to face workshop with qualified Gaelic Games tutor)

**Or**

Gaelic Games Safeguarding 1 Online Refresher (e-learning module – see next)

### SAFEGUARDING 1 ONLINE REFRESHER (E-LEARNING MODULE)

**Prerequisite:** Valid Gaelic Games Safeguarding 1 certificate or a Safeguarding 1 Sport Ireland or Sport Northern Ireland certificate

**Certification Validation period** = within a 3 year period

**Required attendees:** any person having completed the Gaelic Games Safeguarding 1, any person who has attended an LSP or other Sports NGB's safeguarding training and any person who has attended the Sport Northern Ireland Safeguarding 1 training but who has not attended the Gaelic Games Associations equivalent within the last 3 Years

**Renewal:** Gaelic Games Safeguarding 1 Online Refresher certificate may only be renewed by attendance at a Gaelic Games Safeguarding 1 workshop

Link for e-learning module;

<https://learning.gaa.ie/safeguardingrefresher>

## SAFEGUARDING TRAINING POLICY FOR GAELIC GAMES

**ADVANCED SAFEGUARDING WORKSHOPS – ROLE SPECIFIC ARE OUTLINED AS FOLLOWS;**

### **SAFEGUARDING 2 (CLUB CHILDREN'S OFFICER WORKSHOP – FACE TO FACE WITH QUALIFIED GAELIC GAMES TUTOR)**

#### **Outcomes from Safeguarding 2;**

- Implement best practice in protecting the welfare of underage players
- Create a child-centred environment within the club
- Understanding and awareness of Gaelic Games Child Safeguarding Structures
- Reflect on the Club Children's Officer role & develop an action plan
- Understand how to communicate with young people
- Deal with Code of Behaviour (Underage), breaches and manage Safeguarding issues

**Prerequisite:** Valid Gaelic Games Safeguarding 1/Safeguarding 1 Refresher certificate

**Validation period** = 3 Years

**Renewal:** Safeguarding 2 certificate may only be renewed by attendance at Gaelic Games Safeguarding 2 CCO face to face workshop with qualified Gaelic Games tutor).

### **SAFEGUARDING 3 (DESIGNATED LIAISON PERSON WORKSHOP – FACE TO FACE WITH QUALIFIED GAELIC GAMES TUTOR)**

#### **Outcomes of Safeguarding 3;**

- Awareness of Legislation
- Understanding and awareness of Gaelic Games Child Safeguarding Structures
- Understanding of your role as Designated Liaison Person
- Understanding of dealing with Allegations & Concerns of Abuse
- Understanding and awareness of communications with Parents/Agencies as appropriate
- Understanding and awareness of reporting Procedures

**Prerequisite:** Valid Gaelic Games Safeguarding 1 or valid Gaelic Games Safeguarding 1 Refresher certificate

**Certificate Validation period** = within a 3 year period

**Renewal:** Safeguarding 3 may only be renewed by attendance at Gaelic Games Safeguarding 3 (face to face workshop with qualified Gaelic Games tutor)

## ADDITIONAL TRAINING

## CÚL CAMP ASSISTANT SAFEGUARDING TRAINING

**Prerequisite:** Nil

**Validation period** = 1 year

**Mandatory attendees:** person appointed to role of Cúl Camp Assistant.

**Renewal:** If in the role of Camp Assistant in a different calendar year, the workshop must be repeated

**N.B.** This programme does not replace Safeguarding 1 (i.e. if a Cúl Camp Assistant becomes a Coach working with children in any of our Associations S1 must be completed)

## REFEREE SAFEGUARDING TRAINING

**Prerequisite:** Nil

**Duration of Workshop:** It is a module built in as part of training for referees

**Expected attendees:** any person taking on the role of a referee (excluding young whistlers who are under 16)

**Renewal:** N/A

**Footnotes:** Notwithstanding the mandatory requirement on participants to attend the Gaelic Games Safeguarding 1 workshop.

1. It is the responsibility of the individual and club to ensure that anyone working with, or who has interaction with, or who is involved in the planning/administration of activities or events with children and young people in our Associations, holds a valid Gaelic Games Safeguarding 1 certificate.
2. If a member of any Gaelic Games Associations presents a certificate of attendance from Sport Ireland such as attendance at an LSP or other Sports NGB's safeguarding training or a Sport Northern Ireland Safeguarding 1 workshop our member will be obliged to complete the Gaelic Games Online Safeguarding Refresher prior to commencing their role with the relevant Gaelic Games Association. The purpose of this is to ensure that those who work with children and young people receive relevant information on our own Gaelic Games safeguarding policies or practices, or our reporting procedures or our Code structures and on the role of Gaelic Games Children's Officers and DLPs in our three Associations.
3. Our Children's Officers and our Designated Liaison Persons in our three Associations are required to attend the relevant Gaelic Games workshop in order to receive information specific to their role as Gaelic Games Children's Officers and DLPs in our Associations and in order to be fully appraised on our own Gaelic Games safeguarding policies or practices, or our reporting procedures and our Code structures.

Should a Gaelic Games Children's Officer or Designated Liaison Person present with a certificate of attendance from an LSP or a Sports NGB Safeguarding 2 (Children's Officer) or Safeguarding 3 (DLP) workshop, that is within the three years recognition period, and the individual has yet to attend the Gaelic Games Associations S2 or S3 workshop, their Club shall accept this certificate and permit the relevant Officer to carry out their role as per organisational requirements.

Children's Officers and or Designated Liaison Persons who present with a S2/S3 certificate of attendance from an LSP or a Sports NGB shall subsequently be required to attend a Gaelic Games Associations Safeguarding 2 or Safeguarding 3 workshop by agreement with their Club Executive.

4. Validation period commences from the date of workshop completion/date of certificate.

## CODE OF BEHAVIOUR DECLARATION/SIGNATORY

This Code of Behaviour (Underage) addresses the minimum levels of behaviour, practice and conduct required from our Young Players, Coaches, Officials, Managers, Supporters, Referees, Parents/Guardians and Clubs.

[www.gaa.ie/the-gaa/child-safeguarding-and-protection/code-of-behaviour](http://www.gaa.ie/the-gaa/child-safeguarding-and-protection/code-of-behaviour)

## DECLARATION

Name: \_\_\_\_\_

I acknowledge that I have read, understand and accept the **Code of Behaviour (Underage)** and I agree to be bound by the principles set out in the Code when participating, playing or attending our Gaelic Games.

Signed: \_\_\_\_\_  
(Underage Player)

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
(Parent/Guardian of underage player)

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
(Coach/Referee/Club Official etc)

Date: \_\_\_\_\_

Téann an Cód Iompair seo i ngleic leis na híosleibhéil iompair agus chleachtais a bhfuil muid ag súil leo ónár gcuid Imreoirí Óga, Cóitseálaithe, Oifigigh, Bainisteoirí, Lucht Leanta, Réiteoirí, Tuismitheoirí/Caomhnóirí agus Clubanna.

[www.gaa.ie/the-gaa/child-safeguarding-and-protection/code-of-behaviour](http://www.gaa.ie/the-gaa/child-safeguarding-and-protection/code-of-behaviour)

## DEIMHNIÚ

**Ainm:** \_\_\_\_\_

Dearbhaím go bhfuil an **Cód Iompair (faoi aois)** léite agam, go dtuigim a bhfuil ann agus go nglacaim leis. Tá mé sásta feidhmiú de réir na bprionsabal atá leagtha amach sa Chód agus mé ag glacadh páirte, ag imirt nó ag freastal ar Chluichí Gaelacha.

**Sínithe:** \_\_\_\_\_  
(Imreoir faoi aois)

**Dáta:** \_\_\_\_\_

**Sínithe:** \_\_\_\_\_  
Tuismitheoir/Caomhnóir an imreora faoi aois)

**Dáta:** \_\_\_\_\_

**Sínithe:** \_\_\_\_\_  
(Cóitseálaí/Réiteoir/Oifigeach Club srl.)

**Dáta:** \_\_\_\_\_

## GAELIC GAMES ASSOCIATIONS' ADULT - CHILD SUPERVISION AND COACHING RATIOS

### **Gaelic Games Associations' Adult - Child Supervision and Coaching ratios for all age groups, up to and including minor level**

**The Gaelic Games adult - child supervision ratio agreement forms part of the Code of Behaviour (Underage) and applies as a minimum ratio to all Club and Camp activities up to and including the minor level grade and to Cumann na mBunscol Gaelic Games activities.**

#### **RATIOS**

- Playing and training activities must abide by a minimum ratio of 2 adults to 10 children, (2:10). This ratio level requires at least one qualified coach and at least one other responsible adult to be present at all times
- Ratios of 2:10 apply to each group of ten children or up to ten children in a group
- Groups of 10-20 children must have a minimum of 3 adults present at all times
- Any group that exceeds 20 in number must abide by the minimum ratios as per above.
- The number of coaches and or responsible adults required, will depend on the number of children attending a training session, a camp or game, with consideration also given to the nature of the activity as required and the needs of the children

#### **COACH**

- Coaches, as a minimum, must have achieved a Foundation level coaching qualification, must be satisfactorily vetted and have attended relevant Child Safeguarding Training
- Club and Camp Coaches must be in membership of one of the Gaelic Games Associations
- Coaches must be at least 18 yrs. of age

#### **RESPONSIBLE ADULT**

- The responsible adult, i.e. a person over 18 yrs of age, if not a qualified coach, shall be deemed a Supervisor of Children. He/she must also be satisfactorily vetted and must have attended relevant Child Safeguarding Training
- Club and Camp Supervisors must be in membership of one of the Gaelic Games Associations
- When appointing a person as a Supervisor or 'responsible adult' to work at underage level Clubs have a responsibility to appoint persons of the highest standards who shall be recognised as role models to work with children
- Persons appointed as Supervisors of Children shall be obliged to be satisfactorily vetted and must have attended relevant Child Safeguarding Training

**CAMP AND ACTIVITY ASSISTANT**

- The role of Camp and Activity Assistant is that of assisting and not coaching or supervising
  - The following applies to a Camp Assistant:
    - Camp/Activity Assistants must be at least 16 yrs. of age
    - Must be vetted by their Association in accordance with the GNVB or AccessNI process
    - Must complete the Camp Assistant Safeguarding Training Programme or acceptable and equivalent safeguarding training programme if working at camp:
- <http://learning.gaa.ie/safeguardingvirtual>
- May choose to attend additional Child Safeguarding training e.g. Safeguarding 1 workshop
  - May not act in a coaching or supervisory role, which are two other distinct roles

**GENDER REQUIREMENTS**

- Where a team or training group consists of both boys and girls, the supervision and coaching personnel, must also comprise of both male and female personnel
- In the case of an all-female team, at least one of the adults (coach/supervisor) must be female and similarly in the case of an all-boys team, at least one of the two adults (coach/supervisor) must be male.

# GIVE RESPECT - GET RESPECT

## PLAYERS

Respect your opponent, play by the rules, accept the decisions of officials & be a role model

## YOUR CLUB & COUNTY

Accept responsibility to ensure that Players, Coaches, Spectators & Referees "Give Respect - Get Respect" from each other

# GIVE RESPECT GET RESPECT

Our games. Our choice.

## PARENTS, GUARDIANS & SUPPORTERS

Show approval for how the game is played and do not criticise officials or harass your own team or the opposition

## COACHES

Lead by example, be a role model and treat everybody equally regardless of ability

## REFEREES

Apply the rules of the game impartially and gain the respect of all players, officials and spectators



[www.gaa.ie/respect](http://www.gaa.ie/respect)



# GIVE RESPECT - GET RESPECT

## GIVE RESPECT - GET RESPECT HOW DOES IT WORK IN THE GAA?

- The GAA Respect Initiative seeks to ensure that Gaelic Games are promoted and played in a positive, fair and enjoyable manner at all ages and regardless of competition where players, coaches, referees and spectators Give Respect and Get Respect from each other.
- Clubs should adopt the Respect Initiative commencing with players at nursery or academy level and then progress to adult level
- Coaches should lead by example and never use unacceptable language towards a match official, to a member of an opposing team or to their own players
- Promote the Code of Behaviour (Underage) as the minimum level of behaviour when working with underage players
- Emphasise with all players, regardless of age, that they should at all times respect their own fellow team members and their opponents
- Players should at all times respect the decisions of match officials
- Parents should show good example to their children by respecting the team coaches and the decisions of match officials and act in a supporting and not a criticising role from the sidelines



The GAA Give Respect – Get Respect initiative promotes the rights, dignity and worth of each person regardless of ability, age, cultural or ethnic origin, gender, sexual orientation, or religious belief



**The GAA Respect initiative seeks to ensure that Gaelic Games are promoted and played in a positive, fair and enjoyable manner where players, coaches, spectators and referees Give Respect – Get Respect from each other.**

**The Give Respect – Get Respect initiative applies to all in the GAA regardless of age, competition or ability.**

## HOW DO WE PROMOTE THE GAA RESPECT INITIATIVE?

- Wear the Give Respect Get Respect logo on your Club jerseys
- Organise the Respect Handshake before or after each game
- Support and implement the Go Games model in your Club
- Organise a clearly marked designated spectator areas for your games
- County Boards are encouraged to provide recognition awards for Clubs who successfully promote the Respect Initiative
- Organise half time Respect exhibition games at Inter County League and Championship Games
- Ensure that the Respect Initiative is addressed as part of our coach education programmes and in our child safeguarding workshops
- The Give Respect – Get Respect is a responsibility for us all, Clubs, Players, Coaches, Parents and Match Officials
- Promoting the initiative is a key roles for the Club and County Children's Officers



## IMREOIRÍ

Bíodh meas agat ar do chéile comhraic, imir de réir na rialacha, glac le cinntí na n-oifigeach agus bí i d'eiseamláir

## DO CHLUB AGUS DO CHONTAE

Glac freagracht lena chinntiú go dtugann Imreoirí, Cóitseálaithe, Tacadóirí agus Réiteoirí MEAS agus go dtuilleann siad MEAS óna chéile

# TABHAIR MEAS TUILL MEAS

Ár gcluichí. Ár rogha.

## TUISMITHEOIRÍ, CAOMHNÓIRÍ AGUS TACADÓIRÍ

Mol an chaoi a imrítear an cluiche, ná cáin oifigigh agus ná tabhair ide béal do d'fhoireann féin ná don fhreasúra

## CÓITSEÁLAITHE

Tabhair sampla maith agus caith go cothrom le gach duine in ainneoin a gcumais

## RÉITEOIRÍ

Cuir rialacha an chluiche i bhfeidhm go neamhchlaonta agus tuill meas gach imreoir, oifigeach agus tacadóir



[www.gaa.ie/respect](http://www.gaa.ie/respect)



In the GAA, LGFA and Camogie provision is made to enable Clubs who are unable to field a team due to the lack of players at a specified age group to join with another Club/Clubs and for their players to play with another team. In accordance with the rules of each Association permission must be sought and granted for this to happen. This section of the Guidance outlines Child Safeguarding Guidance for these Independent, Combined and Amalgamated Teams.

### **GAEILIC ATHLETIC ASSOCIATION (GAA)**

In the **GAA**, and in accordance with Rule 3.19 (n) and Rule 6.8, two or more Club(s) that are unable to field a Club team at U.21/20, U.17 or younger age-grades may seek permission from the County Committee for their players to play with another team.

If there are five players or more involved, they must play on an 'Independent Team'.

In the first instance an Independent Team can only come about when the Executive Committees of two or more GAA clubs decide to form an Independent Team and get the consent of their County Committee.

A player must be a registered member of his Club in order to play on an Independent Team and he remains a registered member of his Club, during and after the period he is playing on the Independent Team.

### **CAMOGIE ASSOCIATION**

In the **Camogie Association**, and in accordance with Rule 28.5, where Clubs have insufficient numbers of players to compete in underage or adult competitions, they may combine with a team from only one other specific club to participate

in underage or adult competitions, subject to prior approval from the unit in charge of the competition.

A team is deemed to be a combined team if it comprises three or more players from a different club. where teams combine under Rules 28.5 and 28.6 players' registrations and player grading will remain with their home club.

### **LADIES GAEILIC FOOTBALL ASSOCIATION (LGFA)**

In the LGFA rule 136 (c) states that 'in exceptional circumstances, and in accordance with rule, where Clubs are not in a position to field Under 12, Under 14, Under 16 or Under 18 teams from their own resources, permission may be obtained from the County Board, for the players of not more than two Clubs in this position, to form an amalgamated Under 12, Under 14, Under 16, or Under 18 team.

The amalgamated team may not apply under Rule 136 (d) for permission for any player or players from another Club to play with the said amalgamated team.

## CHILD SAFEGUARDING STRUCTURES IN INDEPENDENT, AMALGAMATED AND COMBINED TEAMS

LGFA rules also include other conditions regarding the timelines attached to such applications and the necessity to obtain permission from the relevant County Board.

Applications to form an amalgamated Under 12, Under 14, Under 16, or Under 18 team, must be made on an annual basis prior to the commencement of the competition or a date set earlier by the County Board, whichever is the earliest. The application shall set out the circumstances and details for such a request in full and must receive sanction from the County Board in charge. Other interpretations of amalgamated teams are addressed under LGFA Rule 188.

### **CHILD SAFEGUARDING GUIDANCE FOR INDEPENDENT/ AMALGAMATED/COMBINED TEAMS?**

The provisions of the Code of Behaviour (Underage) and the Guidance for Dealing with & Reporting Allegations or Concerns of Abuse apply to all Clubs and teams and in this instance to Independent Teams.

**Children's Officer** - Each Club Executive must agree to nominate and ratify one of the Club Children's Officers to act as Children's Officer for the Independent Team from AGM to AGM. Club Executives may agree to put arrangements in place to change or rotate this appointment as appropriate as long as it is ratified annually by each Club Executives. The Clubs may decide to have the same individual or the same Club continue holding this position if it suits the Clubs as long as that decision is both taken and ratified annually.

**Designated Liaison Person** - Similarly, each Club Executive must agree to nominate and ratify one of the Club Designated Liaison Persons (DLP) for the Independent Team. (The DLP is not required to sit on the joint sub-committee).

### **WHAT IS THERE IS AN ALLEGED BREACH OF THE CODE OF BEHAVIOUR (UNDERAGE)?**

In the event of an alleged breach of the Code of Behaviour (Underage) the appointed Children's Officer for the Independent/Amalgamated/ Combined Team and/or the person alleging the breach of the Code must make such concerns known to the Club Executive(s) of that member(s).

The matter may then in accordance with procedures be forwarded to the relevant Club Code of Behaviour Hearings Committee of that member.

In the event of an alleged breach of the Code of Behaviour (Underage) at an Independent team activity or game by a non-member of the Association, the Club to which the alleged breach is reported shall deal with the matter if appropriate in accordance with the provisions of the Code of Behaviour (Underage).



Produced by the Child Safeguarding Committee in association with  
Cumann Lúthcleas Gael, Cumann Camógaíochta, Cumann Peil na mBan,  
Liathróid Láimhe CLG na hÉireann and Comhairle Cluiche Corr na hÉireann.