

## HORSE SPORT IRELAND SAFEGUARDING TRAINING POLICY

This policy is part of the Safeguarding Statement for Horse Sport Ireland under the Children First Act 2015 Section 11 (3).

This policy sets out the accepted Safeguarding Workshops in Ireland and Northern Ireland for Horse Sport Ireland together with any specific requirements for attendance and renewal of certification.

Under Horse Sport Ireland Safeguarding and Child Protection Procedures, and in line with current legislation, any individual whose role will have regular and ongoing contact with our young members or vulnerable persons in the provision of our equestrian activities **must** complete safeguarding training.

Within this policy, a list of typical roles are outlined below which require safeguarding training. A person assuming such role is required to attend the level which is appropriate to their role.

### SAFEGUARDING TRAINING LEVELS OUTLINED

#### (a) **Safeguarding 1 – Child Welfare & Protection Basic Awareness Course (ROI & NI)**

This course educates participants on the implementation of best practice in protecting the welfare of children involved in sport. The workshop provides introductory information on codes of conduct, bullying, recruitment, etc. as well as child protection guidelines. By following the principles, policy and practical guidelines contained in the Code, sports leaders are playing their part in providing a safe and enjoyable environment in which children can learn and thrive.

#### (b) **Safeguarding 2 – Club Children’s Officer Workshop (ROI & NI)**

**A person appointed to the *Club Children’s Officer* Position in a club must have completed the Safeguarding 1 workshop and should complete the NEW Club Children’s Officer Workshop.**

The appointment of Club Children’s Officer is an essential element in the creation of a quality atmosphere for young people in your club. They act as a resource to members with regards to children’s issues and also ensure that children have a voice in the running of the club and can talk freely about their experiences. This course will help the Club Children’s Officer to carry out the function of their role in the club and support the implementation of best practice in the club. Participants will also receive a Club Children’s Officer Action Planning document as part of the training.

#### (c) **Safeguarding 3 – Designated Liaison Person Workshop (ROI Only)**

**A person appointed to the *Designated Liaison Person* position in a club must have completed the Safeguarding 1 workshop and should complete the NEW Designated Liaison Person workshop.**

The Designated Liaison Person will be the person responsible for dealing with any concerns about the protection of children. The designated person is responsible for reporting allegations or suspicions of child abuse to Health Services Executive or Social Services (NI) and/or An Garda Síochána / PSNI. It is recommended that this person is a senior club person.

**ROLES REQUIRING SAFEGUARDING TRAINING**

The following table sets out typical roles arising within Horse Sport Ireland that require the person to attend Safeguarding training and at what level.

Role requiring Safeguarding 1 Training (ROI) or Safeguarding Children and Young People (NI)	Role requiring Safeguarding 2 Training Children’s Officer Training (ROI) or Designated Safeguarding Officer (NI)	Role requiring Safeguarding 3 Training (ROI only)
Child Protection / Welfare Officer	Children’s Officer (Club / Branch / Organisation / Regional / Provincial / National)	Designated Liaison Person (Club / Branch / Organisation / Regional / Provincial / National)
Equestrian Centre Staff Member		
Equestrian Coach / Instructor		
Equestrian Official		
Manager / Chef D’Equipe Underage Team		
RDAI Leader and Side Helper / Walker		
Equestrian Medical Official		
Travelling Parents		

**NOTES:**

- It is the responsibility of the individual and affiliate/club to ensure that anyone working with or has interaction with or who is involved in the planning/administration of activities or events with our young member holds a valid safeguarding training certificate.
- Validation period commences from the date of workshop completion/date of certificate
- A grace period after a certificate has expired, of 3 months, will be allowed for a volunteer to renew their certification.
- A safeguarding online refresher certificate should not be accepted as suitable unless presented with a previous face to face certificate also.
- A volunteer must also comply with Garda Vetting/Access NI requirements, signing up to the relevant code of conduct along with their safeguarding training requirements.

**SAFEGUARDING COURSES - AVAILABILITY/PRIOR KNOWLEDGE & RENEWAL INFORMATION:**

Safeguarding 1 Workshop (ROI) / Safeguarding Children & Young People in Sport (NI)

**Validation period:** 3 years

**Expected attendees:** any person working with or has interaction with or who is involved in the planning/administration of equestrian activities or events with young members. See above table.

**Availability:** ROI: Through Horse Sport Ireland, another NGB or your Local Sports Partnership  
 NI: Through Horse Sport Ireland or Sport NI

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

Safeguarding 1 (3-hr Face to Face or Online Workshop)

**Or**

Safeguarding 1 Refresher (e-learning module – see below)

**Safeguarding 2 Club Children’s Officer (ROI) / Designated Safeguarding Children’s Officer (NI)**

**Validation period:** 3 years

**Prior Knowledge:** Must have a valid Safeguarding 1 Course Certificate

**Expected attendees:** any person taking on the role of Club Children’s Officer (but others can attend)

**Availability:** ROI: Through Horse Sport Ireland, another NGB or your Local Sports Partnership  
NI: Through Horse Sport Ireland or Sport NI

**Renewal:** Safeguarding 2 certificate may only be renewed by attendance at Safeguarding 2 (CCO/DSCO face to face workshop)

**Safeguarding 3 - Designated Liaison Person Workshop (ROI Only)**

**Validation period:** 3 years

**Prior Knowledge:** Must have a valid Safeguarding 1 or 2 Course Certificate

**Expected attendees:** any person taking on the role of Designated Liaison Person (but others can attend)

**Availability:** ROI Only: Through Horse Sport Ireland, another NGB or your Local Sports Partnership

**Renewal:** Safeguarding 3 may only be renewed by attendance at Safeguarding 3 (face to face workshop)

**SAFEGUARDING 1 ONLINE REFRESHER COURSE**

**Safeguarding 1 Workshop (ROI) / Safeguarding Children & Young People in Sport (NI)**

If you hold a valid Face to Face Safeguarding 1 Course Certificate in either the ROI or NI you can renew your Safeguarding 1 Training online through the Sport Ireland e-learning resource. If you use the online refresher, after another 3 year period, you will need to renew by attending another face to face Safeguarding 1 Course.

Sport Ireland Safeguarding 1 Refresher: <https://able.ineqe.com/apps/sportireland/coaches/>

**NB: If you use the online refresher, after another 3-year period, you will need to renew by attending another 3-hr Safeguarding 1 Course in either ROI or NI.**