



## **Shannon Jets Basketball Club – Relevant Person, Club Children’s Officer (CCO), Designated Liaison Person (DLP)/Deputy DLP Roles & Responsibilities**

### **Relevant Person, CCO, DLP/Deputy DLP Roles & Responsibilities**

The Relevant Person Designated Liaison Persons (DLP) are the first point of contact for to go to for advice if they are concerned about a child or young person. They are an essential part of an effective safeguarding system.

The CCO is responsible for reporting allegations or suspicions of child misconduct to TULSA / Gateway or An Garda Síochána / PSNI.

The DLP/Deputy DLP reports any suspected cases of child misconduct to the Duty Social Worker in Child and Family Agency / TULSA or An Garda Síochána/ Gateway team or PSNI.

#### **Key skills:**

- Counselling skills including a non-judgmental approach.
- Sensitivity and understanding.
- Patience and the ability to remain calm in stressful situations.
- To be flexible and open to change.
- The ability to work well with others.
- Knowledge of child psychology (ideally).
- The ability to accept criticism and work well under pressure.
- Active listening skills.

#### **Responsibilities:**

- Implement the Clubs child protection policy and procedures.
- Encourage good practice by promoting and championing the child protection policy and procedures.
- Monitor and review the child protection policy and procedures to ensure they remain current and fit for purpose.
- Regularly report to the Management/Committee/Board.
- Raise awareness of the Club Child Protection Officer role to club members, parents, children, and coaches involved in the club.

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- Raise awareness of the Code of Conduct for working with children to club members, parents, children, and coaches involved in the club.
- Challenge behavior which breaches the Code of Conduct.
- Keep abreast of developments in the field of child protection by attending relevant training or events and subscribing to the Safeguarding in Sport.
- Organize appropriate training for all adults working/volunteering with children in the club.
- Establish and maintain contact with local statutory agencies including the police and social services.
- Respond appropriately to disclosures or concerns which relate to the well-being of a child.
- Maintain confidential records of reported cases and action taken.
- Where required liaise with statutory agencies the Club Child Protection Officer must ensure they have access to all necessary information.

**Vital information / Skills Required:**

- The ability to build relationships with club members, parents, children, and coaches.
- An interest in the well-being and safeguarding of children and child protection matters.
- A willingness to challenge opinion, where necessary, and to drive the child protection agenda.
- Strong listening skills and the ability to deal with sensitive situations with integrity.
- The confidence and good judgment to manage situations relating to the poor conduct/behavior of others towards a child.
- Attend relevant training to fulfil the role of Club Child Protection Officer.
- Experience working with children.

**Communication:**

It is vital for a child protection officer to create open line of communication with club members. The child protection officer must communicate effectively internally to understand the culture and the environment of each team and the relationships of its members socially and as it pertains to the sport.

The child protection officer has a responsibility to generate lines of communication with the relevant child protection authorities to build a positive working relationship in advance of a potential club issues.

**Internal communication:**

- Club teams and players.
- Club parents.
- Club committee members.
- Club coaches.

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- Club managers.
- Club Liaison Officer.

**External communication:**

- TULSA - Child and Family Agency.
- An Garda Síochána (ROI).
- Gateway or PSNI (NI)

(Last reviewed 30<sup>th</sup> Mar 2022)

Signed: Michael Hickey

Date: 30/03/2022

For and on behalf of Shannon Jets Basketball Club

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*For queries on this Child Safeguarding Statement, please contact **Mike Hickey**  
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