

## **The Role and Responsibilities of the IWA-Sport National Safeguarding Officer**

The National Safeguarding Officer (NSO) is responsible for working with management, staff and volunteers to ensure the full implementation of IWA safeguarding policies and procedures in line with statutory safeguarding obligations and best practice principles for protecting the welfare of service users and members across all services, departments and activities of the Association.

The NSO also incorporates the National Designated Liaison Person role as stipulated by Sport Ireland and Children First Act 2015.

### **Key responsibilities for IWA-Sport NSO**

- Work closely with all stakeholders to continue to create a high standard of awareness and competence in relation to safeguarding across IWA-Sport so that the welfare of junior and adult Members is of paramount importance.
- Receive safeguarding concerns and reports from relevant parties in IWA-Sport.
- Operate as a member of Designated Teams providing advice and guidance with regard to specific safeguarding cases.
- Report safeguarding concerns to the appropriate statutory authorities in accordance with legislation and national policy.
- Manage a central record of all safeguarding cases that are reported to the Officer.
- Oversee the development and implementation of confidential systems to record and store safeguarding concerns that arise in IWA-Sport.
- Provide advice and guidance to IWA-Sport management on safeguarding training issues.
- Provide advice and guidance to IWA-Sport management to ensure that all IWA safeguarding policies and procedures are up to date and in line with legislation and statutory guidance.
- Carry out regular reviews and evaluations of the IWA-Sport's responses to safeguarding cases and compile periodic anonymised reports to the National Sports Executive Committee.
- Operate as a Designated Liaison Person for IWA-Sport as outlined in Children First Act 2015 and Children First Guidance for the Protection and Welfare of Children 2017.
- Maintain working relationships with key personnel in Sport Ireland to ensure compliance with national standards.
- To be complaint with the required safeguarding training for the post.
- Promote the values, attitudes and structures which make sport enjoyable for children.
- Promote and circulate all relevant information and resources on children's sport to clubs and affiliates of IWA-Sport.
- Communication with Club Safeguarding Officers to ensure the distribution of the Code and the promotion of related education programmes, materials events and governing body related codes.

- Liaison with all clubs to examine the rules, regulations and structures to ensure that they are child centred, e.g. equal playing time, appropriate competition structures, modified equipment to allow sense of achievement and success, use of protective gear, bullying policy etc.
- Liaison with clubs, to ensure drop-out rates and transfers are monitored so that unusual developments or trends can be addressed, including transfer of sports leaders.
- Ensuring that IWA-Sport develops an appropriate sport specific policy, which includes a policy statement, codes of conduct, disciplinary procedures, bullying policy, safety statement, recruitment and selection policy and reporting procedures.

