



CHEERSPORT

I R E L A N D

INDUCTION & TRAINING POLICY

1. Introduction

Cheer Sport Ireland (CSI) is committed to ensuring that all individuals who work with children are fully trained, informed, and prepared to carry out their roles safely and effectively. Proper induction and training are essential components of CSI's safeguarding framework.

2. Purpose

This policy outlines CSI's mandatory induction and training requirements for coaches, volunteers, staff, committee members, and all individuals involved in activities with children.

3. Scope

This policy applies to all CSI-affiliated clubs, coaches, volunteers, staff, contractors, safeguarding personnel, and event staff.

4. Principles

- Training ensures children's welfare is prioritised.
- All individuals must understand safeguarding and reporting responsibilities.
- Training must be refreshed regularly.
- Induction must occur before unsupervised work begins.
- Training records must be maintained by clubs and CSI.

5. Mandatory Safeguarding Training Levels

CSI follows Sport Ireland's Safeguarding Training requirements:

**5a:Safeguarding 1 – Child Welfare & Protection Awareness Workshop:
Required for all personnel working with children.**

**5b:Safeguarding 2 – Club Children's Officer Training: Required for all Club
Children's Officers.**

**5c:Safeguarding 3 – Designated Liaison Person Training: Required for all
Club DLPs and the CSI National DLP.**

6. Additional Required Training

- First Aid / Emergency Response (recommended for coaches and event staff).
- Coaching qualifications appropriate to role and level.
- Concussion recognition and response training.
- Communication and behaviour management training.
- Accessibility & inclusion awareness training.

7. Induction Requirements

Before beginning any role, all new staff, coaches, and volunteers must complete CSI's induction process.

7a: Overview of CSI's safeguarding framework and policies.

7b: Introduction to club structure and key safeguarding personnel.

7c: Review of Codes of Behaviour.

7d: Explanation of supervision rules and procedures.

7e: Reporting procedures and expected documentation.

7f: Emergency procedures (fire, injury, evacuation).

8. Supervised Involvement Prior to Training Completion

No individual may work alone with children until they have completed required induction tasks and Safeguarding 1 training. Volunteers and trainees must be supervised at all times.

9. Ongoing Training & Refreshers

- Safeguarding training must be refreshed every 3 years.
- Clubs must track training expiry dates.
- New training updates issued by Sport Ireland or CSI must be implemented promptly.
- Refresher coaching qualifications must be maintained where required.

10. Event Staff Training

All individuals working at CSI-sanctioned events must receive role-specific briefings:

10a: Reporting concerns during events.

10b: Child protection protocols for warm-up and backstage areas.

10c: Accreditation and access control procedures.

10d:Emergency and incident protocols.

11. Training for Junior Volunteers (Under 18)

Under-18 volunteers must complete age-appropriate safeguarding induction and must never work unsupervised with children.

12. Training Records

Clubs and CSI must maintain accurate training logs, including:

12a:Training dates and expiry dates.

12b:Certification copies.

12c:Induction completion records.

12d:Attendance at refresher sessions.

13. Specialist Training for Key Roles

- Children's Officers: Safeguarding 2, conflict resolution, communication skills.
- DLPs: Safeguarding 3, reporting procedure training, documentation skills.
- Event Welfare Leads: on-site safeguarding and incident management training.

14. Non-Compliance

- Individuals who fail to complete training may not participate in regulated activity.
- Clubs failing to enforce training requirements may face sanctions under CSI membership rules.

15. Review

This Induction & Training Policy will be reviewed every two years or upon legislative or organisational updates.

16. Approval

This policy was approved by the Board of Cheer Sport Ireland on: 11/07/2026

Signed:

FIONA COLLUMB, President/Chairperson

JOAN HEAPES, National Children's Officer