



CHEERSPORT
I R E L A N D

**CHILD PROTECTION REPORTING
PROCEDURES POLICY**

1. Introduction

Cheer Sport Ireland (CSI) is committed to ensuring that all concerns regarding the safety and welfare of children involved in cheerleading are managed safely, promptly, and in accordance with the Children First Act 2015, Children First: National Guidance (2017), and Sport Ireland Safeguarding Guidance.

2. Purpose

This policy describes the mandatory reporting pathways, responsibilities, and procedures for all adults involved in CSI.

3. Scope

This policy applies to all CSI members, coaches, clubs, officials, volunteers, contractors, staff, and event personnel.

4. Guiding Legislation

This policy aligns with: Children First Act 2015; Children First National Guidance 2017; Criminal Justice (Withholding of Information on Offences Against Children and Vulnerable Persons) Act 2012; National Vetting Bureau Acts.

5. Key Roles

CSI maintains a National Designated Liaison Person (DLP), Deputy DLP, National Children's Officer, and mandated persons as required. Clubs must appoint a Club DLP and Club Children's Officer.

6. Recognising Abuse

Categories include neglect, emotional abuse, physical abuse, sexual abuse, exploitation, bullying, and online abuse.

7. Mandated Reporting

Mandated persons must report concerns meeting the threshold of harm directly to Tusla using the Child Protection Report Form (CPRF).

8. Non-Mandated Reporting

Any person with a reasonable concern must report to the Club DLP or CSI DLP, even if not meeting mandated thresholds.

9. Internal Reporting Flow

- Step 1: Observe/receive concern.
- Step 2: Record facts.
- Step 3: Report to Club DLP.
- Step 4: Club DLP informs CSI DLP when required.

10. External Reporting Flow

Reports go to Tusla for welfare concerns and to Gardaí for immediate danger or criminal concerns.

11. Responding to Disclosures

Adults must listen calmly, avoid leading questions, reassure the child, and record exact wording.

12. Recording Procedures

All reports must be factual, dated, signed, and stored securely according to CSI retention policy.

13. Consent & Informing Parents

Parents are informed unless doing so places a child at further risk.

14. Anonymous or Third-Party Reports

Such concerns are taken seriously and assessed by the Club/CSI DLP.

15. Historical Abuse

Reports of past abuse involving adults must be reported to Tusla if children may still be at risk.

16. Criminal Concerns

Criminal allegations are reported to An Garda Síochána without delay.

17. Confidentiality

Information is shared strictly on a need-to-know basis.

18. Protection for Reporters

Good faith reporters are protected under Irish law and CSI policy.

19. False or Malicious Reports

Deliberately false reports may trigger CSI disciplinary procedures.

20. Reporting at Events

CSI-sanctioned events require an Event Welfare Team with designated safeguarding leads.

21. Cross-Border Concerns

Concerns involving NI follow HSCT procedures; ROI follows Tusla/Garda protocols.

22. Online & Digital Reporting

Online concerns (harassment, grooming, exploitation) follow the same reporting steps.

23. Escalation & Non-Compliance

Failure to report is a breach of CSI policy and may be a criminal offence for mandated persons.

24. Training Requirements

All personnel must complete Safeguarding 1; DLPs must complete Safeguarding 3.

25. Review & Audit

Reports, trends, and case outcomes inform annual policy review and safeguarding strategy.

26. Appendices

Key Safeguarding Legislation & National Guidance (Ireland)

The Irish National Cheerleading Academy (INCA) operates in accordance with the following Irish legislation, national guidance and recognised safeguarding standards.

1. Children First Act 2015

Statutory legislation outlining the legal responsibilities of organisations providing services to children.

URL:

<https://www.tusla.ie/children-first/publications-and-forms/>

2. Children First: National Guidance for the Protection and Welfare of Children

The national safeguarding framework for everyone working with children and young people in Ireland.

URL:

<https://www.tusla.ie/children-first/publications-and-forms/>

3. Child Safeguarding Statements

Information and guidance on preparing and maintaining a Child Safeguarding Statement.

URL:

<https://www.tusla.ie/children-first/publications-and-forms/>

4. A Guide for the Reporting of Child Protection and Welfare Concerns

Guidance for recognising and reporting child protection and welfare concerns.

URL:

<https://www.tusla.ie/services/child-protection-welfare/publications-and-forms/>

5. Child Safeguarding Resource List

Templates, checklists and safeguarding resources for organisations working with children.

URL:

<https://www.tusla.ie/services/child-protection-welfare/publications-and-forms/>

6. Best Practice Principles for Organisations Developing Children First Training Programmes

National guidance for organisations delivering safeguarding training.

URL:

<https://www.tusla.ie/services/child-protection-welfare/publications-and-forms/>

7. Sport Ireland – Safeguarding Guidance for Children and Young People in Sport

National safeguarding guidance for all National Governing Bodies and sporting organisations.

URL:

<https://www.sportireland.ie/ethics/news/safeguarding-guidance-for-children-and-young-people-in-sport>

8. Sport Ireland Ethics & Safeguarding

Information on safeguarding, governance, training and ethics in Irish sport.

URL:

<https://www.sportireland.ie/ethics>

9. National Vetting Bureau

Information relating to Garda Vetting for organisations working with children and vulnerable persons.

URL:

<https://www.garda.ie/en/about-us/our-departments/office-of-corporate-communications/vetting/>

10. Tusla Children First – Publications, Forms & Resources

Official repository of all Children First guidance documents, templates and support materials.

URL:

<https://www.tusla.ie/children-first/publications-and-forms/>

Appendix C – Cheer Sport Ireland Safeguarding Documents

The Irish National Cheerleading Academy (INCA) operates in accordance with all current Cheer Sport Ireland safeguarding policies, including but not limited to:

- Child Safeguarding Statement
- Safeguarding Policy
- Code of Conduct for Coaches
- Code of Conduct for Athletes
- Code of Conduct for Parents & Guardians
- Anti-Bullying Policy
- Photography & Social Media Policy
- Garda Vetting Policy
- Recruitment & Selection Policy

Cheer Sport Ireland – Child Protection Reporting Procedures Policy

- Complaints & Disciplinary Procedures
- Incident & Accident Reporting Procedure
- Missing Child Procedure
- Travel & Overnight Stay Policy
- Equality, Diversity & Inclusion Policy
- Data Protection (GDPR) Policy