



## *The Clontarf Golf and Bowling Club*



### **Clontarf Golf and Bowling Club Safeguarding Policy for Vulnerable Adults**

#### **1. Introduction**

This policy is being put in place to provide guidance for members and staff of the Clontarf Golf and Bowling Club if they become aware of or have any concerns in relation to the welfare of, or potential abuse of a vulnerable adult. Such adults may include employees, members of the Golf and Bowling Clubs or others who may be using our Club facilities. This includes participants in the Friday Friends activities who are not service users of St Michael's House.

The policy has been drafted having regard to the HSE's Adult Safeguarding Policy which is in place for providers of services to people with disabilities and vulnerable adults. The HSE policy provides advice and guidance on how to recognise and report concerns of potential abuse or neglect. While there is no legal obligation on sporting organisations to follow the HSE policy, every member of society has a responsibility to report allegations, disclosures or concerns about abuse of adults who may be at risk.

The HSE Safeguarding Office has confirmed it is open to any organisation to avail of the advice and reporting mechanisms provided for in their guidelines. Golf Ireland has not to date developed any guidance in relation to the protection of vulnerable adults, but it is an issue that has been raised with them by other golf clubs and they have confirmed it is on their agenda.

As a Club we have decided to put this policy in place now as we are committed to adopting best practice in relation to the protection of vulnerable adults.

#### **2. Abuse of vulnerable adults**

Appendix 1 provides guidance on how to recognise potential abuse, respond to disclosures of abuse and sets out the proposed process to be followed by Clontarf Golf and Bowling Club if concerns are raised in relation to the potential abuse or neglect of a vulnerable adult. If any member or employee of the Golf or Bowling Club has such a concern or becomes aware of the potential abuse of a vulnerable adult they should contact one of the Club's Designated Liaison Officers (Patricia McCrossan, Gerry Cullen or Shay Carberry) who will follow the recommended process as set out in Appendix 1.

#### **3. Concerns about the wellbeing of vulnerable adults**

While not a situation involving potential abuse, certain health conditions may also at times increase the vulnerability of adult members, raising concerns about their wellbeing. If any member or employee of the Club has a concern about the health or wellbeing of another adult, either playing on the course or using Golf or Bowling Club facilities they should contact a member of the Pro shop staff, the General Manager, or the Club Secretary. They will, if necessary, get in touch with a family member of the adult, or other individual who has been nominated to the Club as a person to be contacted in the event of an accident or emergency. In any case where there is an immediate concern about the health or safety of an individual, the emergency services should be contacted.

#### **4. Review**

The Club's Safeguarding Sub Committee will keep this policy under review having regard to any emerging guidance from Golf Ireland and inputs from members or employees.

**Management Committee**

**Date 16<sup>th</sup> April 2024**

## Appendix

### Guidance and process for dealing with potential abuse of vulnerable adults

The definitions, guidance and reporting process set out below reflect the HSE Adult Safeguarding policy and guidance.

#### 1. Definitions

##### Vulnerable Adult

While there is no legal definition of the term vulnerable adult, people with disabilities and older people may be particularly vulnerable to abuse due to:

- \_diminished social skills
- \_dependence on others for personal and intimate care
- \_capacity to report
- \_sensory difficulties
- \_isolation
- \_power differentials

##### Abuse

Abuse of an adult at risk may be a single act or repeated over a period of time. It may comprise one form or multiple forms of abuse. The lack of appropriate action can also be a form of abuse. Abuse may occur in a relationship where there is an expectation of trust and can be perpetrated by a person who acts in breach of that trust. Abuse can also be perpetrated by people who have influence over the lives of vulnerable persons, whether they are formal or informal carers or family members or others.

**Physical abuse** includes hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions.

**Sexual abuse** includes rape and sexual assault, or sexual acts to which the vulnerable person has not consented, or could not consent, or into which he or she was compelled to consent.

**Psychological abuse** includes emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

**Financial or material abuse** includes theft, fraud, exploitation, pressure in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.

**Neglect and acts of omission** includes ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life such as medication, adequate nutrition and heating.

**Discriminatory abuse** includes ageism, racism, sexism, that based on a person's disability, and other forms of harassment, slurs or similar treatment.

It is important that adults who are vulnerable are shown the same respect and dignity as any other adult; and have access to information they need in a manner in which they can understand, to make informed choices.

#### 2. Process

##### How Safeguarding Concerns May Be Raised

- \_Self-reported
- \_Observed by a Club member or employee
- \_Concern of a Club member or employee

##### Reporting Abuse of Adults at Risk

The HSE policy provides for a collaborative approach to safeguarding through family members, services, sports organisations and statutory authorities. This includes the appointment of a Designated Liaison Person in all HSE funded services who is responsible for reporting allegations of abuse.

There is no requirement on sporting organisations to appoint a Designated Liaison Person and any concerns in relation to Safeguarding can be raised directly with the relevant HSE Safeguarding Team. However, to support any employee or member of the Golf and Bowling Club who may have concerns in this area, the Designated Liaison Persons appointed under our Child Safeguarding Policy will also undertake this role in relation to vulnerable adults.

If there is an allegation, disclosure or concern of abuse to an adult at risk the Designated Liaison persons will record the concerns raised and contact the HSE Safeguarding Team for Dublin North Central and Dublin North West: [safeguarding.cho9@hse.ie](mailto:safeguarding.cho9@hse.ie) / (01) 7959528.

In cases of emergency and /or out of hours or where there is imminent danger An Garda Síochána should be contacted via 999/112. If you are experiencing abuse which is placing you or someone you know in immediate danger, you can call the Garda confidential line at **1800 666 111**.

### **3. Responding to a disclosure from an Adult at Risk of abuse**

It is important to remember that if a vulnerable adult has chosen to disclose something to you it is because they trust you. It is important to note where a disclosure has been made you have a duty to report it-you cannot keep this a secret. Remember they are looking to you for help. Actions that can help you manage the situation include:

- \_be sensitive, listen and facilitate vs interview
- \_stay calm, don't react emotionally
- \_take them seriously
- \_don't promise to keep information a secret
- \_make no judgemental statements \_
- \_use open non specific questions
- \_explain what happens next

You should keep a record of the report and note dates, times, locations and contexts in which the alleged incident(s) occurred. The next step is to report the allegation to the Designated liaison person. If you are not satisfied with the response of the Designated Liaison person you can still choose to report to the statutory authorities yourself. If it is an emergency or you feel the adult is at risk of abuse is in immediate danger you should contact the Gardai immediately.

Where an allegation of potential abuse of a vulnerable adult is made against a member or employee of the Golf or Bowling Club, the Club Secretary/General Manager should be informed. They will be responsible for ensuring the processes provided for in the Club's Disciplinary procedures/ Employee Handbook as appropriate, shall be followed in relation to the individual's membership or employment.

### **4. Contact Details:**

**Designated Liaison Persons** Patricia McCrossan/Gerry Cullen/Shay Carberry: email [dlp@clontarfgolfclub.ie](mailto:dlp@clontarfgolfclub.ie)  
**Club Secretary** Peter Bergin: email [clubsec@clontarfgolfclub.ie](mailto:clubsec@clontarfgolfclub.ie)