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1.0 INTRODUCTION

It is important that all reasonable steps are taken to ensure that individuals working with young people are appropriate and competent.

Netball Ireland (NI) recognises their responsibility to safeguard the welfare of all young people participating in netball related activities, as well as the duty of care owed to all participants – both young people and adults. NI is committed to complying with all relevant legislation and best practices pertaining to the recruitment and selection of netball coaches, team management, and volunteers.

2.0 PURPOSE

To protect young people within NI by providing the association and affiliated clubs with guidance and an appropriate process for the safe recruitment of coaches, team management, and volunteers who come into direct contact with young people involved in netball.

3.0 SCOPE

This policy applies to all NI members (including affiliated clubs) involved in the recruitment and/or selection of coaches/team management/volunteers to work with young people within NI. It outlines an appropriate process – including Garda vetting, where required – that will ensure that individuals working with young people involved in netball are appropriate and competent.

4.0 ROLES & RESPONSIBILITIES

Coach/Team Management must identify a management personnel vacancy within a team/squad and highlight, to relevant supervising official, the need for a recruitment procedure to begin.

If there is a NI vacancy, the relevant management personnel will notify the Social Media and Communications role holder.

Social Media and Communications committee member: will subsequently advertise any available NI position/s on relevant media platforms and publications.

Prepared by: Mary Kelly, Child Protection Officer	Date: 10/05/2021
Approved by: _____ Lynette Wall, President	Date: 03/06/2021

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Child Protection Officer (CPO): must be informed about the recruitment of any person into a NI role which involves direct contact with young players. A garda vetting disclosure must be received prior to the commencement of any coaching of young people.

5.0 PROCEDURE

5.1 Planning

It is important to have clear roles and responsibilities for all volunteer positions; a role profile should be formulated that highlights the main responsibilities of the available position.

5.2 Advertising

Advertisements should contain the skills/experience requirements, the duties to be undertaken, and the relevant NI official to return applications to. All advertisements will follow NI's ethos of inclusivity (NI-1012 Inclusion Policy) and promote NI's Code of Conduct (NI-1011).

5.3 Applications

Anyone with an interest in filling a role/vacancy needs to complete an application form (NI-3004 Volunteer Application form) available online or attached to notification email.

5.4 Safeguarding

Before the recruitment process can be finalized the successful applicant/volunteer must complete Garda Vetting and submit a Child Safeguarding Declaration (NI-3002). The Garda Vetting disclosure may exclude a possible candidate. Garda Vetting **MUST** be completed prior to any coaching of young people – see NI-1025 Garda Vetting Policy.

6.0 APPEALS PROCESS

Any unsuccessful candidate who wishes to appeal the decision can do so within 48 hours of the selection announcement via NI's complaints process – see NI-1015 Complaint, Dispute and Disciplinary Policy for further information.

7.0 DOCUMENT HISTORY

Version 01: Netball Ireland Child Protection Policy 2015 (Extract)
Version 02: Safe Recruitment Policy
Version 03: Role titles updated as per Constitution amendments

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8.0 ABBREVIATIONS & DEFINITIONS

NI Netball Ireland
CPO Child Protection Officer

9.0 REFERENCE

NI-1011 Code of Conduct
NI-1012 Inclusion Policy
NI-1015 Complaint, Dispute and Disciplinary Policy
NI-1025 Garda Vetting Policy
NI-3002 Child Safeguarding Declaration
NI-3004 Volunteer Application form