



# O.N.A.K.A.I.

## Official National Amateur Karate Association of Ireland

National Governing Body for Karate in Ireland

### SUPERVISION POLICY

O.N.A.K.A.I. Supervision Policy contains guidelines for Member Clubs and Associations to adhere to when arranging training, squad session and competitions to ensure protection and safety to Children/Young & Vulnerable People as well as to coaches and volunteers who are in a position of authority.

O.N.A.K.A.I. and its affiliated bodies must ensure that the welfare of the child is of paramount importance. We must act responsibly and ensure that any person in charge is provided with the necessary resources to carry out this duty with utmost care.

#### General safety considerations:

1. All coaches must have the appropriate training and experience for the activity and comply with the minimum Membership Requirement as set by O.N.A.K.A.I.
2. Any individual stepping toward Assistant and coaching roles must complete training as set out in O.N.A.K.A.I. safeguarding training AND Education Policy and undertake Garda Vetting.
3. Any additional training issues should be addressed to O.N.A.K.A.I. Coach Tutor Sub-Committee
4. Coaches should ensure :
  - a) Access to emergency numbers for each child must be readily available
  - b) Any medical condition that might affect the participation of a child must be recorded (it is the responsibility of parent/guardian to notify club/organiser)
  - c) Adequate supervision must be provided for all activities
  - d) Activities should be suitable for age and stage of development of participants
  - e) Any necessary protective gear is used
  - f) A First Aid kit, kept well stocked, is close at hand with access to a qualified first-aider
  - g) Covid-19 Safety guidance should be observed
5. All training, squad session and events should be run safely including an awareness of the codes of conduct
6. Participants should be made aware of safety measures specific to the event and venue
7. Adequate insurance cover for the activity/event must be provided/covered by the Organiser. O.N.A.K.A.I. provides umbrella insurance which includes competition cover. For details contact secretary on [info@onakai.ie](mailto:info@onakai.ie)
8. Parents/guardians must make themselves aware of start and finish times and should always try to make themselves part of and volunteer for a member of the club / O.N.A.K.A.I.
9. Sensitive information i.e. emergency number and medical information should be kept confidential and available to those that need it.



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10. In circumstances where junior squad training takes place and in the absence of a female coach being present an adult females needs to be assigned

#### General Risk considerations

1. Lack of supervision and understanding of the safe use of equipment and/or facilities
2. Abuse e.g. constant criticism, sarcasm, rejection, threatening behaviour or pressure to perform or achieve; any non-accidental injury or other form of significant harm
3. Bullying e.g. lack of awareness, understanding and interaction from adults resulting in poor intervention and resolution
4. Poor practice. Allowing poor practices to continue (e.g. such as bullying) may be a potential risk to children's well-being
5. Children's own vulnerabilities e.g. children who are vulnerable for a number of reasons: parental separation, children with a disability, social isolation or exclusion
6. Level of participation may lead to psychological stress, burn out and drop outs, where the expectations of others is overwhelming
7. Substance misuse e.g. lack of education on the risks of drugs, tobacco and/or alcohol

#### Changing facilities

O.N.A.K.A.I. and clubs should consider the availability of any changing facilities provided, whether during training, squad sessions or during competitions and advise attendees whether facilities are provided supervised or unsupervised.

Parents should discuss the various changing facilities with their child/children ensuring their child has the opportunity and is aware of who to talk to if any issues arise in unsupervised areas.

In an emergency circumstance the safety and well-being of a child is paramount, and a common-sense approach should be taken, i.e. this may mean entering a changing area when helping a child at risk.

#### In the event of an incident

1. If an accident/incident occur the details must be recorded together with the problem or issue, any action taken and the outcome or resolution. Template Accident & Incident Reporting form
2. Where the accident/incident concerns a child/young/vulnerable person club CCO/DLR should be notified. Advice may be sought from O.N.A.K.A.I. NCO.



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3. For any incident concerning a child contact should be made with their parent/guardian who should be kept informed of all details. For other individuals their nominated emergency contact person should be informed.
4. O.N.A.K.A.I. Safeguarding Reporting Procedures should be followed.



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