



Apollo Cycling Team Club Rooms, 42 High Street Lurgan

SAFEGUARDING & ACCESS N.I.

Safeguarding Information

For an up-to-date list of Vetted Leaders please click [Access Checked Leaders](#) To obtain an AccessNI application form click [AccessNI Application Form](#) <http://www.dojni.gov.uk/accessni>

Safeguarding Resources

Safeguarding Information and Forms are also available in the Resources Section on the Right of the main page

What Is Safeguarding?

Safeguarding used to be called Child Protection in the north of Ireland and it tended to put clubs off involving young people in their sport. However Safeguarding is not just about protecting young people and vulnerable adults in cycling it also about safeguarding your club. The more aware you are about how sport can be used to harm young people the more vigilant you will be. The **Cycling Ireland Code Of Practice For Young and Vulnerable Cyclists** outlines our policy and procedures for the protection of young people and provides valuable information for clubs.

Step 1 – Vetting Checks

One of the first ways to protect everyone in the club is to ensure that volunteers working with Young People and Vulnerable adults have been checked through AccessNI which is the approved body for carrying out criminal record checks in the north of Ireland. We can also facilitate our members who live in the south of Ireland.

Garda checks are also available for members who live in the south of Ireland

Who should be Vetted

- The Club Safeguarding/Child Protection Officer
- All coaches, Sprocket Rocket leaders and Youth leaders
- Volunteers involved in Youth activities
- Club PRO or Photographer
- Helpers on away trips or residential
- Youth event organisers
- Commissaires

Cycling Ulster also recommend that the Club Management Committee set an example by completing application forms. The more volunteers in the club that have been checked the better as the club will have a wider pool of people available to help out in an emergency.

Chairman - Enda McDaid. Secretary - Andy McGibbon. Treasurer - Tony McConville.

Acting Off Road Officer - Keith Abraham. Press Officer - Dylan Lyness. Safety Officer - David Elliott. Website - Robbie Smyth & David Elliott.



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Access NI Application

Cycling Ulster is the registered Umbrella Body with AccessNI for all clubs in Ulster. All applications must come through the designated signatories namely Patrick McAleavey or Marian Lamb who will submit the applications on your behalf. (Contact details below) To complete an application form click [AccessNI Application Form](http://www.dojni.gov.uk/accessni) <http://www.dojni.gov.uk/accessni>

You will be presented with three application options.

1. Click on Enhanced/Standard Applications
2. Either Download the form and complete by hand in BLACK INK ONLY or fill in online and save to your desktop for printing
3. Only complete pages 2,3 and 4. The other pages will be completed by the Designated Signatories.
4. All volunteers and Staff require an Enhanced Application
5. Remember to sign the application before forwarding to the Designated Signatories (Contact Details at the end of the report)
6. Do NOT staple the forms as they have to go through an electronic scanner individually. Use a paper clip.
7. Do not send any ID. All ID should be checked by a member of the Club Management Committee who can complete an ID Validation Form which should be submitted with the application. The ID Validation Form can be found in the Download Section of the Cycling Ulster Website. **ID Validation Form**
8. There is no cost for volunteers as Cycling Ulster is the recognised Umbrella Body for Cycling. Employee applications cost £30 which is paid by Cycling Ulster or Cycling Ireland.
9. Send completed applications to Designated signatories below. The vetting process usually takes 3-4 weeks. Once completed you will receive a certificate from AccessNI and a copy will be sent to the Designated Signatory.

Lead Safeguarding Officer

Patrick McAleavey
74 Hunters Hill Park
Hunters Hill, Gilford
Co. Armagh
BT636TA
For further information
Tel: 028 38 832565
Mobile: 07739552566
patrick@paddy55.fsnet.co.uk

Designated AccessNI Signatory

Marian Lamb
16 Camlin Park
Crumlin
BT 29 4HE
For further information
Tel: 028 94 453203
Mobile: 07920132135
marianlamb@cyclingulster.com

For more information about AccessNI visit www.nidirect.gov.uk/accessni

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