



Child Safeguarding Statement

**St. Catherine's Community Services Centre
St. Joseph's Road, Carlow**

**Kilkenny Road Community Childcare and Family Centre
Kilkenny Road, Carlow**

Charity Number: CHY12882

Company Reg. No: 281504

Reviewed By: Dos and Co-ordinators

Approved By: Board

Date: May 18, May 20, August 2021

Next Review: August 2023

St. Catherine's Community Services Centre Child Safeguarding Statement

1. OUR SERVICES

St Catherine's Community Services Centre is a registered charity and community and voluntary agency based in Carlow Town. The Centre delivers a wide range of services to communities, groups and individuals on a local, countywide and regional basis that are responsive to identified needs and is committed to ensuring the participation of individuals and groups most at risk of poverty and social exclusion.

St. Catherine's operates from two centres in Carlow:

- St. Catherine's Community Services Centre, St. Joseph's Road, Carlow
- Kilkenny Road Community Childcare and Family Centre

Our services to children and young people include:

Pre-School Childcare for children aged from 12 months to 6 years of age in our two registered pre-school services. Our service in St. Catherine's offers a sessional crèche service for Wobblers (12 to 30 months) and Toddlers (30 months to 3 years), ECCE and pre-school services to 3 to 5 year olds. We also offer an **Afterschools** service in St. Catherine's to children from junior infants up to 4th class. Our Kilkenny Road service offers full and part time services to wobblers, toddlers and an ECCE and pre-school service.

The **Teen Parent Support Programme** (TPSP) is a support service for expectant teen parents/teen parents, their children and their families in Carlow, Kilkenny and South Tipperary. TPSP offer antenatal and postnatal support to teenage mothers and fathers up until the child is 2 years of age.

Family Support including Meitheal referrals under Tusla's Prevention, Partnership and Family Support service (PPFS)

Education and training programmes for young people including the Moving On Programme and Want to Work

Other services provided by St. Catherine's are:

- Services for older people including Meals on Wheels and the Senior Alerts Service
- Education, Training and Development programmes including Making Connections, the Carlow Catalyst Programme for Women, the Digital Skills for Citizens programme and Community and Parental Education including Learning for Everyday Life, Preparation for Work, Evening Classes and adult education
- Traveller Programmes including Community Development, Traveller Men's Health and Primary Health Care
- New Communities support including Resettlement programmes and women's groups

2. MANAGEMENT STRUCTURE

St. Catherine's is governed by a Board of Directors. The Board has overall responsibility for everything the organisation does including compliance with all relevant legal and regulatory requirements. The board delegates implementation of strategy and the day to day management of the organisation to the Director of Services (DOS). The DOS is accountable for and reports to the Board who monitor and evaluate all areas of the organisation's performance.

St. Catherine's services and programmes are managed by a team of Co-ordinators and Managers who are responsible for the delivery of services and report to the DOS.

3. COMMITMENT TO SAFEGUARD CHILDREN FROM HARM

- St. Catherine's CSC is committed to safeguarding the children and young people in our care and to providing a safe environment in which they can play, learn and develop and be supported
- Our service believes that the welfare of the children attending our service is paramount. We are committed to child-centred practice in all our work with children
- We are committed to upholding the rights of every child and young person who attends our service, including the rights to be kept safe and protected from harm, listened to, and heard
- Our policy and procedures to safeguard children and young people reflect national policy and legislation and are underpinned by Children First: National Guidance for the Protection and Welfare of Children 2017, the Tusla Children First - Child Safeguarding Guide 2017, and the Children First Act 2015
- Our policy declaration applies to all paid staff, volunteers, committee/ board members and students on work placement within our organisation. All Board members, staff, volunteers and students must sign up to and abide by the policies, procedures and guidance encompassed by this policy declaration and our Child Safeguarding policy, our Children and Young Persons Protection and Welfare policy and accompanying procedures
- We will review our child safeguarding statement and accompanying child safeguarding policies and procedures every 2 years or sooner if necessary, due to service issues or changes in legislation or national policy

Designated Liaison Persons for Child Protection

| Designated Liaison Person 1 | Designated Liaison Person 2 | Designated Liaison Person 3 |
|-----------------------------|--------------------------------------|-----------------------------|
| Pauline Byrne | Bernie Loughman | Lorraine Farrell |
| St. Joseph's Road | St. Joseph's Road / Kilkenny Road | Kilkenny Road |
| 059-9138704 Ext 204 | 059-9137392 | 059-9137392 |

4. RISK ASSESSMENT

In accordance with the Children First Act 2015, St. Catherine's CSC has carried out an assessment of any potential for harm to a child while attending the service or participating in service activities. A written assessment setting out the areas of risk identified and the service procedures for managing those risks is summarised below:

| RISK IDENTIFIED | PROCEDURES IN PLACE TO MANAGE RISK |
|---|--|
| <p>Risk of harm to a child by a member of staff/volunteers</p> <p>Risk of harm to a child by a visitor to the services</p> <p>Risk of harm to a child on outings by a member of staff/volunteer/stranger/peer</p> | <p>Vetting in place to include Garda vetting, police checks, validated references</p> <p>Staff Code of Conduct in place</p> <p>No unsupervised access by unauthorised personnel. Staff aware of mandated requirement to report abuse.</p> <p>Staff trained in child protection.</p> <p>DLPs appointed.</p> <p>Mandated persons named and listed.</p> <p>Visitors or persons unknown to staff will not have unsupervised access and visiting times will, if possible, be arranged when children are not present as they are unvetted.</p> <p>Outings policy in place and risk assessments carried out</p> |
| <p>Risk of harm of bullying of a child by an older child / peer</p> | <p>Managing Behaviour policy in place with specific guidelines for staff. Child friendly Behaviour Policy in place, explaining what bullying is and the guidelines for dealing with it.</p> |
| <p>Risk of harm of a child through the use of unauthorised photography</p> <p>Risk of harm of a child through social media/internet use</p> | <p>Use of Internet and Photographic and Recording Devices Policy in place and followed. Children are supported and encouraged to develop safe and responsible online behaviours. Parental Consent Forms completed. Images posted on social media (if applicable) only with parents' consent. No mobile phones allowed in classrooms except in case of emergency. Children do not have unsupervised access to the internet or computers.</p> |
| <p>Inappropriate curriculum and activities</p> | <p>Curriculum Policy developed to be age and stage appropriate and is monitored by the Manager on on-going basis.</p> |
| <p>Infection/illness</p> | <p>Infection Control Policy in place and followed, Illness Exclusion Policy in place and followed, Hand washing signs installed.</p> |
| <p>Lost child</p> | <p>Missing Child Policy in place and followed. Outing Policy in place and followed. Risk Assessments carried out, Critical Incident Plan in place. Parents ring doorbell upon arrival. Outdoor area is secured.</p> |
| <p>Accidents and incidents</p> | <p>Safety Statement in place, Risk Assessments carried out following an accident and corrective action taken, Accident and Incident Policy in place and followed</p> |

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| Medication errors/ Child not treated for a condition | Medicines Policy in place and followed Parental Consent Forms signed. Individual Child Care/Emergency Plans in place. |
| Child not collected/ Unauthorised collection and Access Rights | Collections Policy in place and followed, Emergency Collectors available, Parental Agreements and Permissions in place, Child Registration Form completed with emergency contacts and authorisations. Children are not released to unauthorised persons. Where there is a dispute between parents we will seek legal clarification regarding access and may require copies of a court order. If we have never met a parent and a parent is not listed on the registration form we may seek clarification of identity before engaging with the parent. |
| Dignity of the child violated. Sexual abuse | Toileting Policy in place and followed. Nappy Changing policy in place and followed. Sanitary Area suitable where children's privacy is maintained. Child and Adult Protection Policy. |
| Illness or infection due to poor nutrition | Healthy Eating Policy in place and followed, Food Hygiene Policy is in place and followed. |
| Unsuitable staff | Recruitment and Selection Policy, Garda Vetting Policy, Relevant validated References, Child and Adult Protection Policy, Risk Assessment of Disclosures on Garda Vetting forms completed if required. |
| Poor behaviour strategies where the dignity of the child is undermined | Managing Behaviour Policy in place and followed Positive strategies only used. No Corporal punishment. No isolation. Professional assistance sought for very challenging behaviour. |
| Un-vetted students/volunteers | Garda Vetting Policy in place and followed. Students and Volunteers Policy in place and followed. |
| Injury during sleep | Safe Sleep Policy in operation. |
| Fire | Fire Safety policy in place. Monthly fire drills. Staff trained in fire prevention and response. Fire Equipment maintained. |

5. CHILD SAFEGUARDING POLICIES AND PROCEDURES

As required by the Children First Act, 2015, Children First National Guidance for Protection and Welfare of Children 2017 and the Guidance for Developing for a Child Safeguarding statement for Early Years Services 2018 the following safeguarding policies/procedures/measures are in place:

- Children and Young Persons Protection and Welfare policy that includes child protection and welfare reporting procedures
- Procedures to maintain a list of mandated persons under the Children First Act, 2015
- A Relevant Person has been appointed
- Designated Liaison Persons have been appointed
- Confidentiality Policy
- Policy for Dealing with Allegations of Abuse or Neglect Against Employees
- Procedure for Managing Child Protection Records
- Recruitment Policy
- Garda Vetting Policy
- Code of Behaviour for Working with Children
- Induction Policy (which includes procedures to inform new staff about the Child Safeguarding Statement and accompanying safeguarding policies and procedures)
- All staff have completed the Tusla and/or HSE eLearning modules – *Introduction to Children First*
- Supervision and Support policy
- Complaints Policy
- Policy for Managing Outings
- Policy for Managing Accidents and Incidents
- Use of Internet and Photographic and Recording Devices Policy

6. IMPLEMENTATION AND REVIEW

- We recognise that implementation is an ongoing process. Our service is committed to the implementation of this Child Safeguarding Statement and the accompanying child safeguarding policies and procedures that support our intention to keep children safe from harm while availing of our service.
- This Statement will be reviewed every 2 years or as soon as practicable after there has been a material change in any matter to which the statement refers.
- This statement has been published on the service website and is displayed in the service. It has been provided to all staff, volunteers and any other persons involved with the service. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla if requested.

Signed: Adrian Dunlevy
(Chair)

Date: 2nd August 2021

St. Catherine's Community Services Centre
St. Joseph's Road, Carlow - Tel. 059 9138700

Kilkenny Road Community Childcare and Family Centre
Kilkenny Road, Carlow - Tel. 059 9137392

For further information on this Statement, contact the Relevant Person under the Children First Act 2015:

Niall Morris, Director of Services
St. Catherine's Community Services Centre
St. Joseph's Road, Carlow
Tel. 059 9138787
Email: niallm@catherines.ie

