


BROTHERS OF CHARITY SERVICES IRELAND

CHILD SAFEGUARDING STATEMENT

Brothers of Charity Services Ireland Region:

Roles & Responsibilities	Name	Contact Details
Designated Liaison Person (DLP) <i>The Person to support staff through the safeguarding procedures</i>		Tel:
Relevant Person for this Region <i>Person to Contact in respect of this safeguarding statement.</i>		
Mandated persons <i>Mandated Persons are people who have contact with children and/or families who, by virtue of their qualifications, training and experience, are in a key position to help protect children from harm.</i>	See mandated list in each BOCSI region, which is reviewed and updated by Relevant Person.	

Document Reference	Date Approved	Next Revision Date
2016NP16 -CSS	08/10/2024	09/10/2027
Approved By: Michael Hennessy, Chief Executive 		

1. Our Commitment to Child Safeguarding

The Brothers of Charity Services Ireland are fully committed to safeguarding the well-being of the children who are supported by its Services. We recognise the additional needs and vulnerabilities of children and young people with disabilities. Staff, volunteers, students, at all times, aim to provide a safe, welcoming environment, free from harm. Staff show respect and understanding for the rights, safety and welfare of children who use our Services, and conduct themselves in a way that reflects the ethos of the Brothers of Charity Services.

The core values of the Brothers of Charity Services are the dignity and humanity of each individual person. Our Services are committed to a deep sense of respect for the personal dignity of each child who is supported by our Services, and to fostering the central role that families play in the lives of their children. We seek to safeguard children by

- Ensuring each staff member has a clearly defined role in the organisation including those who are mandated to report concerns under Children First.
- Having robust recruitment practices and training for all staff, volunteers and students where we provide regular supervision.
- Ensuring all staff, volunteers and students complete the mandatory HSeLand Training appropriate to their role
- Having a Designated Liaison Person who will support staff through the safeguarding procedures and having information on the contact details for the Designated Liaison Person visible in all Service areas
- Having clear policy and procedures in place including records management on child & family information and on safeguarding concerns
- Provision of information to children and families on safeguarding issues and best practice in relation to child safety
- Ensuring communication supports are available
- Ensuring that all relevant Policies & Procedures are available in all Service Centres
- Working together with TUSLA and other relevant agencies in relation to concerns and best practice

2. Safe Services informed by continuous Risk Assessment

We consider our members of staff to be the greatest resource of the Services. In their daily work they seek to provide a supportive and caring environment to ensure the physical and emotional wellbeing of the children who are supported by our Services. This is achieved by incorporating the best of current trends and practices in service responses. This Child Safeguarding Statement is informed by the following risk assessment.

3. Risk Assessment

We have carried out an assessment of any potential for harm to a child while availing of our services under the Children First Act 2015. Below is a list of the areas of risk identified and the list of procedures for managing these risks.

	Risk Identified	Procedure in place to manage risk identified
1.	Risk of harm to a child from a member of staff	<ul style="list-style-type: none"> • BOCSI Procedure for the safe recruitment and selection of workers and volunteers to work with children • Pre-employment checks including Garda vetting • Staff supervision and training • E learning Children's First is mandatory training for all staff. Children's first (2015) • Professional standards for healthcare staff • Professional registration for healthcare professionals • Code of conduct for staff • Trust in Care Policy • BOCSI National Policy and Procedure – The Welfare and Protection of Children • BOCSI National Procedure for the investigation of Allegations against Staff of Abuse of Vulnerable Adults or Children • Policies, protocols, procedures and guidelines regarding safe practice and service delivery • The Criminal Justice Act, 2012 (Withholding of information on offences against children and vulnerable persons)
2.	Risk of harm to a child by another child	<ul style="list-style-type: none"> • Adequate supervision, as per the child's needs assessment • Mix of children for group activities is done to foster positive interactions • Interactions are monitored and negative interactions are documented and reported, if needed acted upon by separating the children. • Staff trained to recognise negative interactions and report them • Informal and formal consult with TUSLA available where required
3.	Risk of harm to a child by lack of supervision	<ul style="list-style-type: none"> • Staff are aware of the level of need a child requires through planning, communication with family and review • Children are required to be accompanied to appointments by their parent/guardian or another nominated responsible adult • All group activities for children are risk assessed and identify the required support and supervision required to meet the needs of the group. • Incidents/accidents and near misses are reported and investigated and risk assessments are reviewed as appropriate
4.	Risk of harm to a child on an outing	<ul style="list-style-type: none"> • Outings planned and risk assessed in line with the Lone Working Policy and other relevant Policies • Staff know the children, their needs and individual abilities through care planning and communication
5.	Risk of poor communication where English is not the first	<ul style="list-style-type: none"> • Parental language ability considered when inviting parents to parent coaching/ training. • Access to interpreter services as required

	Risk Identified	Procedure in place to manage risk identified
	language of child or family	<ul style="list-style-type: none"> Family centred approach to service delivery with adaptations of information to meet the language ability of the parents
6.	Risk of possible miscommunication due to lack of parental knowledge of what constitutes a cause for concern	<ul style="list-style-type: none"> Ensuring all parents are given information on Child Protection and welfare policy and procedures. Translated materials provided where required. Child Safeguarding statement and posters are visible Support for staff from the relevant person/DLP as required.
7.	Risk of harm to a child from visitor, external contactor or member of the public	<ul style="list-style-type: none"> Supervision/admission/public access policies as relevant to service provision Staff supervision and training Visitors Policy Reporting procedure under BOCSI National Policy and Procedure – The Welfare and Protection of Children
8.	Environmental Risks to Children	<ul style="list-style-type: none"> Health and Safety Policy Fire Safety Guidelines National Risk Management Policy Human Rights Committee ensuring any restrictions within services are appropriate and time limited.
9.	Risk of harm to a child through access to Internet or social media whilst receiving supports in any BOCSI service.	<ul style="list-style-type: none"> Parents supervise their child's access to the Internet and Social media on their own personal devices Staff have attended mandatory GDPR training Staff to record and report any suspicious activity online
10.	Risk of Harm to a child from the use of digital images/unauthorised photography	<ul style="list-style-type: none"> Consent Policy in place Staff policy in place stating no photographs to be taken or used without consent
11.	Risk of non-compliance with Children First Act and National Guidance	<ul style="list-style-type: none"> Children First compliance checklist for Section 38 funded services submitted to HSE
12.	Risk of harm or concern not being recognised or reported	<ul style="list-style-type: none"> Staff information, supervision and training Reporting procedure under BOCSI National Policy and Procedure – The Welfare and Protection of Children. Staff awareness of Legal and administrative consequences for non-reporting Further training and support available as necessary Consultation with individuals supported and families Criminal Justice Act 2012 (Withholding Information on Offences against Children and Vulnerable Person) Children First Act 2015 Child Care Act 1991 as amended HSE Child Protection and Welfare Policy 2019 Each service that provides supports to children has a Designated liaison person
13.	Significant non-attendance which is	<ul style="list-style-type: none"> Staff members will discuss this with parent(s)/carer(s)

	Risk Identified	Procedure in place to manage risk identified
	deemed to impact negatively on a child's developmental well-being	<ul style="list-style-type: none"> • A team approach to supporting families to engage with the Services • A risk assessment will be carried out where necessary • Child welfare & protection concerns relating to non-attendance will be referred to the DLP.
14.	Lone Working including Home visiting by staff, volunteers and external contractors	<ul style="list-style-type: none"> • Staff will ensure lone working situations with children are conducted in an environment where other staff/family members are present • Staff must be aware of the necessity of not taking risks that may leave them open to accusations of abuse or neglect. • Staff should inform a colleague when spending individual time with a child. • Staff must follow the Lone Working Policy when working away from the Service base including informing another staff member of where they are going and when they will return. • Staff must adhere to reporting guidelines should child protection and welfare concern(s) arise on home visits or during lone working session.
15.	The delivery of intimate care supports to children	<ul style="list-style-type: none"> • If intimate care is delivered, the person has an individual Intimate Care Plan, developed in conjunction with the child's family/ guardians, staff should be very familiar with this plan. • All staff involved in intimate care are familiar with Services Child Protection Policy and Intimate/Personal Care Policy. • All staff are Garda Vetted • All staff involved in intimate care must complete online Introduction to Children First training session on HSeLand.
16.	Accidents and injuries on site.	<ul style="list-style-type: none"> • This must be managed in accordance with the Services Accident & Incident Reporting Procedures and Corporate Safety Statement • Procedures regarding following guidelines and paperwork must be followed
17.	Data Protection.	<ul style="list-style-type: none"> • Clinical Files are stored in a secure and locked electronic file system or secure file room with restricted access.

4. Procedures

This Child Safeguarding Statement has been developed in line with the requirements under the Children First Act 2015, Children First National Guidance for the Protection and Welfare of Children, 2017 and TUSLA's Child Safeguarding: A Guide for Policy, Procedure and Practice, 2017.

In addition to the procedures listed above in our risk assessment, the following procedures support our intention to safeguard children and young people while they are availing of services.

- Children First 2015
- BOCSI National Policy and Procedure – The Welfare and Protection of Children.

- Staff Supervision Policy
- Staff Recruitment Policy
- Garda Vetting.
- Student Placement Policy
- Recruiting and Supporting Volunteers
- BOCSI National Procedure for the Investigation of Allegations against Staff of Abuse of Vulnerable Adults or Children
- HSE National Consent Policy
- National Lone Working Policy
- National Policy on Intimate Care/Personal Care
- Administration of Medication Management Policy & Procedures
- Confidentiality Policy
- National Policy & Procedure for the Management and Handling of Complaints
- Easy read version of Complaints Procedure
- Risk Management Policy & Procedures
- Policy on the Management & Reporting of Accidents and Incidents
- Records Management (including retention guidelines)
- Protected Disclosures Policy
- Data Protection Policy
- Supporting a Culture of Safety, Quality and Kindness: A Code of Conduct for Health and Social Care Providers (HSE May 2018)

All policies listed are available upon request.

6. Procedure for the nomination of the relevant person

A 'Relevant Person' is defined in the Children's First Act 2015 as a person who is appointed by a provider of the relevant service as the first point of contact in respect of the providers safeguarding statement.

The Chief Executive appoints the Relevant Person. The Relevant Person appoints the Designated Liaison Person for the service area.

Requirements for appointment of the DLP/Relevant Person are relevant experience, training and knowledge.

The Chief Executive of the BOCSI is identified as the Relevant Person for the Brothers of Charity Services Ireland

The Director of Services is identified as the Relevant Person for the respective BOCSI region

7. Implementation

We recognise that implementation is an ongoing process. Our Services are committed to the implementation of this Child Safeguarding Statement and the policies and procedures that support our intention to keep children safe from harm while availing of our Services.