



Child Safeguarding Statement - March, 2018

1. Name of service being provided:

Coole Music & Arts CLG provides Music Education and Music-related Activities to children and adults.

2. Nature of service and principles to safeguard children from harm

Education is provided in the form of one-to-one instrumental/voice tuition and group classes, e.g. orchestra/choir rehearsals. Activities range from weekly rehearsals to public concert performances to fundraising events to trips abroad.

To Safeguard Children:

Coole Music & Arts CLG is committed to safeguarding children in the following ways:

1. A trained Designated Liaison Person and Deputy Designated Liaison Person are in place.
2. All teachers and regular volunteers have undergone Garda Vetting
3. All teachers have completed Child Protection training and have also successfully completed the online training provided by TUSLA.
4. In compliance with the Governance Code for charitable organisations, a general Health & Safety Policy and Procedures document was developed by two members of our Steering Group in 2016 and has been updated in March 2018.
5. In addition, a Health & Safety Plan is developed for specific activities, e.g. public concerts, trips abroad, to ensure that no child or member of the public is put at risk. A trained first aid person is in place at most events and the school keeps a substantial first aid kit stocked.
6. A caretaker is in place at Gort Community School during weekly classes and activities to oversee health and safety while students are in the building.
7. A binder with class information and parent/emergency contact information is kept at Gort Community school in the event of an emergency while classes/activities are taking place. This is updated annually.
8. For any overnight activities, a medical form and permission slip are required.
9. The issue of Child Protection is a standing item on the agenda for each monthly meeting of the Coole Meeting Steering Group.

3. Risk Assessment

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

List of Activities	CMA has identified the following risk of harm	CMA Safety Procedures Address this
Training of contract teachers/ regular volunteers in Child Protection matters.	<p>Risk of harm not being recognised by school personnel.</p> <p>Risk of harm not being reported properly and promptly.</p> <p>Risk of child being harmed by a member of school personnel</p> <p>Risk of child being harmed by another child or visitor to the school.</p>	<p>Child Safeguarding statement to be made available to teachers and regular volunteers.</p> <p>All contract teachers to complete the Children First E-Learning programme</p>
Daily arrival and departure of pupils	Risk of child being harmed by a stranger, a teacher or a volunteer supervisor in the school building.	Parents are requested and constantly reminded that their children need to be accompanied to class.
Breaks during group rehearsals/activities	Risk of child being harmed by a stranger, a teacher or a volunteer supervisor in the school building.	Two supervisors are always present. Rota of supervisors regularly scheduled.
Group teaching	Risk of harm is verbal/mental abuse	<p>Two supervisors are always present.</p> <p>Teachers undergo child protection training</p>
One-to-one teaching	Harm by teachers or volunteer supervisors	<p>CMA has policy in place for one-to-one teaching:</p> <p>Glass in window of classroom doors</p> <p>Parents asked to be present at one-to-one lessons for children in primary school.</p> <p>Regular discussions at bi-annual faculty meetings regarding about how to manage placement of hands/fingers on instruments.</p>

Trips/Concerts/Activities	Risk of child being harmed (e.g. bullying) by a member of school personnel, a member of staff of another organisation or other person while child participating in activity.	Two supervisors are always present. Teachers undergo child protection training
Use of toilet areas in schools	Risk of harm from a stranger, staff member, older child or supervisor	Parents are requested to accompany children to class and be available for toilet breaks.
Fundraising events involving students	Risk of child being harmed (e.g. bullying) by a member of school personnel, a member of staff of another organisation or other person while child participating in activity.	Two supervisors are always present. Teachers undergo child protection training
Use of off-site facilities for school activities	Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in activity.	Two supervisors are always present. Teachers undergo child protection training
Care of children with special educational needs, including intimate care where needed,	Risk of harm due to lack of knowledge/training	Parents are requested to accompany children to class and be available for toilet breaks. School registration form requires parents to inform school of any special needs.
Administration of Medicine	Risk of harm due to lack of knowledge/training	For overnight activities, medical forms have to be completed outlining medication needs.
Administration of First Aid	Risk of harm due to lack of knowledge/training	Only qualified first aid responders with up-to-date training are recruited.
Prevention and dealing with bullying amongst pupils	Risk of harm caused by member of school personnel or students communicating with pupils in an inappropriate manner via social media, texting, digital device or other manner.	Teachers undergo child protection training Code of Behaviour in place

Guest Workshop Providers	Risk of harm due to lack of knowledge/training or inadequate background check	Garda Vetting completed. Group activities where supervision is provided - never one-to-one.
Care of pupils with specific vulnerabilities/ needs such as: Pupils from ethnic minorities/migrants; Members of the Traveller Community; Lesbian, gay, bisexual or transgender (LGBT) children; Pupils perceived to be LGBT; Pupils of minority religious faiths; Children in care;	Risk of harm due to lack of knowledge/training Risk of harm due to inadequate Code of Behaviour	Teachers undergo child protection training Robust Code of Behaviour in place
Recruitment of school personnel including - teachers, caretaker, external tutors, regular volunteers	Inadequate disclosure Lack of training in child protection	Garda Vetting completed and all staff and regular volunteers required to undergo Child Protection Training
Use of Information and Communication Technology by pupils in school	Risk of harm is bullying and spreading inappropriate images/recordings	Code of Behaviour Anti-Bullying Policy
Use of video/ photography/other media to record school events	Circulation of digital recordings without parents' consent.	Parents are required to sign a permission form on registration for any use of children's images in advertising/promotion of CM activities. Only one member of school personnel uploads approved material to school's social media accounts (facebook).
Provision in respect of Child Protection with Steering Group	Issue would not be addressed regularly;	Child Protection is a permanent item on the agenda for each meeting of the CM Steering Group
Students Participating in Work Experience	Risk of harm due to lack of training.	Group activities only where supervision is provided - never one-to-one.

4. Procedures

Our Child Safeguarding Statement has been developed in line with 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*.

In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

- Procedure for the management of allegations of abuse or misconduct against workers/volunteers of a child availing of our service;
- Procedure for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm;
- Procedure for the reporting of child protection or welfare concerns to Tusla;
- Procedure for maintaining a list of the persons in the relevant service who are mandated persons;

All procedures listed are available upon request.

5. Implementation

We recognise that implementation is an on-going process. Our service is committed to the implementation of this Child Safeguarding Statement and the procedures that support our intention to keep children safe from harm while availing of our service.

This Child Safeguarding Statement will be reviewed in March 2019, or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signed:



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