

Appendix 11: CHILD SAFEGUARDING STATEMENT

Document Title:	Child Safeguarding Statement Ballyhoura Development CLG
Document Approved:	Ballyhoura Development
Date the Document is Effective From:	October 2025
Scheduled Review Date:	October 2027

1. Name of service: Ballyhoura Development CLG

Ballyhoura Development CLG is a community-led Local Development Company, and a registered charity, which works with communities, families, individuals and businesses in the Ballyhoura region of East Limerick and North Cork. It focuses on three key aims which are Community Development, Economic Development and Environmental Development.

Our normal Office Hours Normal working hours are as follows: Monday – Thursday 9.00am – 5.30pm Friday 9.00am – 5.00pm Lunch 1-2 each day with 15 minute breaks being allowed in the morning and in the afternoon. The office contact details are KILFINANE – 063 91300 COOTE HALL / JOB CLUB – 063 20555 CAPPAMORE – 061 387040 CHARLEVILLE – 063 30694 MITCHELSTOWN – 025 85213.

Ballyhoura Development CLG operates a number of services and supports, users of which include children and vulnerable adults. This is through our afterschool services and homework clubs for primary age children from 5 to 12 years and projects that involve participation of young people and local training initiatives across the Ballyhoura Region. Therefore, our organisation with all its staff and volunteers are directly and indirectly involved in working with children. Ballyhoura Development CLG must give children protection and a stable environment to enable us to work effectively with them.

Key Personnel: In-House

Corporate Manager (Person in charge):	Maura Quane
Health and Safety Officer:	Named per office
Fire Officer:	Named per office
First Aid Officer	Named per office
Designated Liaison Officer:	Maura Quane
Deputy Designated Liaison Officer:	Eileen O' Keefe
Data Controller:	Maura Quane

Key Personnel: External

TUSLA Social Work Department:	<p>Túsła – Child and Family Agency, Tusla Building, St Joseph’s Campus Mulgrave St, Limerick. Phone: 061 588688</p> <p>Tusla Child and Family Agency, Unit 4A, Floor 3, North Point House, North Point Business Park, Cork. Phone : 021 4923535</p>
Garda:	<p>Bruff/Cappamore 061 381202 Kilmallock 061 382940 Charleville 063 21770 Mitchelstown 025 84833</p>
Doctor:	<p>Kilfinane -Dr. Ronan Ryder Ph: 063-91400 Kilmallock-Blossomgate Medical Centre Ph: 063-98484 Cappamore-Dr Patrick O ’Dwyer Ph: 061-381729 Mitchelstown – Dr. Gaffney Ph: 025 52000 Charleville – Dr. Molloy Ph: 063 89454</p>
Pharmacist:	<p>Powers Pharmacy - Main Street, Kilfinane, Co Limerick, Ph:063 91007. Kilmallock ,Co Limerick Cappamore Pharmacy 2 Moore Street, Cappamore, Co. Limerick. 061 381217 Abbey Pharmacy, Lord Edward St, Kilmallock, Co Limerick 063) 98272 Doody’s Care Plus Pharmacy, 10 Lower Cork St., Mitchelstown, Co. Cork Ph.:(025) 241124. McCarthy's Pharmacy,35 Main Street, Charleville, Co. Cork. Ph: 063 81261.</p>
Hospital:	<p>Mercy University Hospital, Cork 021-4271971 Mallow General Hospital, Co Cork 022-30300 Regional Hospital Limerick 061 301111 Shannon Doc, Hospital , Co Limerick 1850 212 999</p>
Fire Brigade:	999 / 112
Fire Maintenance:	Cornhill Fire Safety Ph.: 087-6394181
Pest Control:	Rentokil: Ph.: 1890- 666444
Garda Vetting:	Barnardos Ph.: 021-4547060
Water Leaks:	1850 27 87 78
Electricity Emergency:	1850 372 999 (24-hours)
Gas Emergency:	1850 205 050 (24-hours)

2. Nature of service

This safeguarding statement applies to Directors, Employees, Learners, Volunteers & Contractors

These safeguarding statement aims to provide information and promote good practice for those involved in working with children through the work of Ballyhoura Development CLG so that staff will be aware of what to do in situations where the safety or welfare of a child may be at risk.

The ranges of activities, which Ballyhoura Development CLG participate in, that may involve working with children are as follows:

- Involvement in lead-up work to planned seasonal events, i.e. costume preparation workshops
- Involvement in seasonal events i.e. parades, outdoor events (that take no longer than 1 day)
- Involvement in Family Fun Days
- After Schools and Homework Clubs
- Community Fun days
- Projects focused on or involving participation of young people
- Local Training Initiatives

Everybody who works with children has a duty of care to them and this is a responsibility, which must be taken seriously.

Principles to safeguard children from harm:

Protecting children and young people is everyone's responsibility. The welfare of the child is paramount to us. This implemented through the following relevant policies, all of which are available upon request and compliant with relevant legislation:

- Child Protection Policy
- Working with Vulnerable Adults Policy
- Company Safety Statement
- After Schools Policies & Procedures Booklet
- Equality Policy

Therefore, we want to make sure that the children that engage with Ballyhoura Development CLG are protected and kept safe from harm while they are with the staff and the volunteers in this organisation by:

- Following the Child Safeguarding Training for Early Years' Service 5 Year Cycle whereby all workers/volunteers in these services complete training based on this cycle
- Making sure that our staff and volunteers are carefully selected, trained and supervised.
- Having procedures to recognise, respond to and report concerns about children's protection and welfare.
- Making sure all staff are Garda vetted prior to engagement.
- Having clear codes of behaviour for management, staff and volunteers
- Responding to accidents and incidents.
- Giving parents/guardians, children and workers information about what we do and what to expect from us.
- Letting parents/guardians and children know how to voice their concerns or complain if there is anything they are not happy about. Having a procedure to respond to these complaints.

- We have a clear reporting procedure to be followed should a staff member have a concern about a child with regard to *Children First (2017) and The Children First Act 2015*
- Having a procedure to respond to allegations of abuse and neglect against staff members.
- The Child Protection Policy will be reviewed annually by Management.

3. Risk Assessment

We have carried out an assessment of any potential for harm to a child or young adult/vulnerable adult while availing of our services in Ballyhoura Development CLG including the area of online safety when accessing the internet. Below is a list of the areas of risk identified and the list of procedures and /or polices for managing these risks. **All of these are available on request.**

RISK IDENTIFIED	PROCEDURES IN PLACE TO MANAGE RISK
<p>Risk of harm of sexual abuse (as defined in the Children First Act 2015) of a child by a member of staff/volunteer</p> <p>Risk of harm of physical/psychological/emotional harm (as defined in the Children First Act 2015) of a child by a member of staff/volunteer</p> <p>Child Abused across our range of activities that involve working with children</p>	<p>Child Protection Policy</p> <p>Vetting in place to include Garda vetting, validated references.</p> <p>No unsupervised access by unauthorised personnel. Staff aware of mandated requirement to report abuse. Staff trained in child protection and DLPs appointed. Mandated persons named and listed.</p> <p>Visitors or person's unknown to staff will not have unsupervised access and visiting times will, if possible, be arranged when children are not present as they are un-vetted.</p>
<p>Inappropriate curriculum and activities within our services through Ballyhoura Beo, NEET's, Ballyhoura School aged Services</p>	<p>Curriculum developed to be age and stage appropriate and is monitored by the Afterschool/homework clubs/ Managers/Co-ordinators on an on-going basis.</p>
<p>Accidents and incidents</p>	<p>Safety Statement in place. Risk Assessments carried out following an accident and corrective action taken.</p>
<p>Risk of harm when away on an excursion/day trip (Summer Camps)</p>	<p>Seek written consent from the parents/guardians for trips</p>
<p>Medical conditions / allergies / sun cream application / emergency procedures</p>	<p>Relevant procedures outlined in Parental Consent Forms for completion and signature.</p>
<p>Dignity of the child violated. Sexual abuse</p>	<p>Sanitary area suitable where children's privacy is maintained. Child Protection Policy and Working with Vulnerable Adults Policy in place and followed.</p>
<p>Unsuitable staff</p>	<p>Recruitment Policy, Garda Vetting Policy, Relevant validated references, Child Protection Policy, Working with Vulnerable Adults Policy. Risk Assessment of Disclosures on Garda Vetting forms completed if required.</p>

RISK IDENTIFIED	PROCEDURES IN PLACE TO MANAGE RISK
Poor behaviour where the dignity of the child is undermined.	All relevant staff undertaken Child Protection training, codes of behaviours for management, staff and volunteers in place.
Risk of bullying of a child	Child Protection Policy in place
Permissions for collection	Relevant procedures outlined in Parental Consent Forms for completion and signature.
Un-vetted volunteers	Garda Vetting Policy in place and followed. Volunteers Policy in place and followed.
Risk of online abuse through social media	Internet Safety Policy in place and followed. Children do not have access to internet or computers unless under adult supervision No mobile phones allowed
Access to inappropriate online resources / unauthorised sharing of images and information about a child	No images of children published externally or on social media without parental permission. Staff/Volunteer's do not befriend a child ,young adult online
Fire	Fire Safety policy in place. Fire drills being implemented Staff trained in fire prevention and response. Fire Equipment maintained.

Responsibility:

The DLP is responsible for ensuring the above risks are managed.

4. Child Safeguarding Policies and Procedures

Our Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015 and Welfare of Children (2017), the *Children First: National Guidance*, and Tulsa'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 *See Child Protection Policy*.
- Procedure for the safe recruitment and selection of workers and volunteers to work with children *See Recruitment Policy, Garda Vetting Policy, Volunteer Policy*.
- Procedure for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm. *Child Protection Policy*.
- Procedure for the reporting of child protection or welfare concerns to Tulsa *Child Protection Policy*.
- Procedure for maintaining a list of the relevant persons (if any) in the service who are Mandated Persons. *See Child Protection Policy*
- Procedure for appointing a relevant person *See Child Protection Policy 'Designated Liaison Person'*

- Full and comprehensive Policies and Procedures, Safety Statement and Risk Assessments are periodically reviewed and updated as appropriate.

5. Implementation

We recognise that implementation is an ongoing process. Ballyhoura Development CLG is committed to the implementation of this Child Safeguarding Statement and the procedures that support our intention to keep children/young adults/vulnerable adults safe from harm while availing of our service.

This Child Safeguarding Statement will be reviewed every *twenty-four months* 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 and is displayed in a prominent place in our Ballyhoura Development CLG offices with more detailed statement in our afterschool premises.

It has been provided to all staff, volunteers and any 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 and members of the public if requested.

Signed: Ballyhoura Development CLG (Provider)

Date October 2025

Name: Padraig Casey

Tel: 063-91300

Relevant Person under the Children First Act 2015

Name: Maura Quane

Tel: 063-91300