**Child Safeguarding Statement Template (CSS)**

The sample template is provided as a guide only. It is a standardised format for a Child Safeguarding Statement. Please insert relevant information and delete examples that do not apply to your services. All guidance notes (in blue) should be deleted before finalising the CSS.

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[START of CSS template]

**CHILD SAFEGUARDING STATEMENT**

1. Name and address of service being provided: [insert name and address] **XXX**

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

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**Guidance note*:*** *Describe the nature of your services and specify the principles that you will observe to keep children safe from harm while they are availing of your service. List the services and activities you provide to children/young people. It is important to provide detail of all activities where staff or volunteers have regular and necessary access to children and young people so that the risk assessment reflects the procedures you have in place to manage those risks.*

Here at [insert name of service] **XXX** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ we provide the following activities to children/young people:

Examples:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Early years services
* After school activities
* Counselling services for under 18’s
* Training courses for under 18’s
* Youth groups

**Guiding principles to safeguard children from harm**

We believe that:

* Our priority is to ensure the welfare and safety of every child and young person who attends our service is paramount;
* Our guiding principles and procedures to safeguard children and young people reflect national policy and legislation and we will review our guiding principles and child safeguarding every two years;
* All children and young people have an equal right to attend a service that respects them as individuals and encourages them to reach their potential, regardless of their background;
* We are committed to upholding the rights of every child and young person who attends our service, including the right to be kept safe and protected from harm, listened to and heard;
* Our guiding principles apply to everyone in our organisation;
* Workers/volunteers must conduct themselves in a way that reflects the principles of our organisation.

1. **Risk Assessment**

We have carried out an assessment of any potential for harm (as defined in the Children First Act, 2015) to a child while availing of our services. Risk of harm **as defined in the Act means, in relation to a child – (a) assault, ill-treatment or neglect of the child in a manner that seriously affects or is likely to seriously affect the child’s health, development or welfare, or (b) sexual abuse of a child.**

Below is a list of the areas of risk identified and the list of procedures for managing these risks.

**Guidance note:** *Insert below areas where risks have been identified and where procedures are in place to manage the identified risk. Procedures may need to be developed to manage any identified risks.*

**The following areas below are examples. Risks identified should be relevant to the setting and the activities provided. The examples provided below are for consideration only and should be expanded on, added to or deleted as appropriate.**

|  |  |  |
| --- | --- | --- |
|  | **Risk of harm in relation to a child as defined in the Children First Act (2015)** | **Procedure in place to manage identified risk** |
| 1 | e.g. Risk of harm of abuse by staff/ volunteers | - Recruitment and selection procedure  - Allegations of abuse against  staff/volunteers  Procedure  - Supervision of children procedure  - Reporting procedure  - Complaints procedure  - Code of behaviour procedure for  staff/volunteers  -Training and Information for staff and  Volunteers procedure |
| 2 | e.g. Risk of inappropriate use of social media or digital images by staff/volunteers | - Code of behaviour procedure  - Supervision of children procedure  - Use of social media or digital  images procedure  recording devices procedure  - Reporting procedure  - Complaints procedure |
| 3 | e.g. Risk of harm from peer to peer abuse | - Supervision of children procedure  - Reporting Procedure  - Anti bullying procedure  - Complaints procedure  - Training and information procedure for staff and volunteers |
| 4 | e.g. Risk of abuse on outings or trips away | - Outings and trips away procedure  - Recruitment procedure  - Supervision of children procedure  - Reporting procedure  - Complaints procedure  - Code of behaviour for staff/volunteers  - Allegations of abuse against  staff/volunteers  - Training strategy for staff and volunteers |
| 5 | Risk of abuse while providing 1:1 working | - 1:1 working procedure  - Training and information for staff and  Volunteers procedure  - Staff and volunteer supervision  procedure  - Recruitment procedure |
| 6 | Risk of staff/volunteers not being aware of correct child safeguarding procedures resulting in children coming to harm | - Reporting Procedure  -Training and information for staff and  Volunteers procedure  - Induction procedure  - Staff and volunteer supervision  procedure |
| 7 | Risk of harm from visitors or contractors | - Supervision of children procedure  - Procedure for sign in of visitors/  contractors/ deliveries |

1. **Procedures**

**Guidance note:** *The following text outlines the procedures which are specified in the Children First Act, 2015 and must appear in the Child Safeguarding Statement.*

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*.

The following procedures list in our risk assessment and the specified procedures below 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 the safe recruitment and selection of workers and volunteers to work with children;
* 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 (if any) in the relevant service who are mandated persons;
* Procedure for appointing a relevant person;
* Additional procedures identified in risk assessment.

**This Child Safeguarding Statement will be displayed prominently.**

All procedures will be made available to staff, parents, young people, members of the public and Tusla if requested.

1. **Implementation and Review**

**Guidance note:** *At a minimum, reviews must be carried out every 24 months.*

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 on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Provider of the relevant service)

**Guidance note:** *The provider is the individual with overall responsibility for the organisation. This may be the chief executive officer, chairperson of a board of management, owner/operator, etc.*

[Insert provider’s name and contact details]

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**Guidance note:** *You should include the name and contact details of the relevant person/s, who is the first point of contact regarding your Child Safeguarding Statement.*

For queries, please contact [insert name and role], who is the relevant person and the first point of contact regarding this Child Safeguarding Statement under the children First Act, 2015.

[Insert relevant persons’ name and contact details]

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