

Promoting consultation and participation with children and involving parents?



I wish to provide activities that are child-centred and positive for children and young people. In order to do this, I will consult with young people openly and welcome their feedback. I will always encourage parental involvement.



REMEMBER:

Listen to your children and ask questions about the activities they take part in.



Name of Service/Activity: _____

Address: _____

Safeguarding Children and Young People in Mayo Initiative

Information on My Child Safeguarding Practices for Parents/Carers



This leaflet is part of the *Safeguarding Children and Young People in Mayo Initiative*, an action of the Safeguarding Children and Young People Subgroup of Mayo CYPSC. October 2022.

GUIDANCE DOCUMENT FOR SOLE PROVIDERS OF ACTIVITIES/SERVICES FOR CHILDREN AND YOUNG PEOPLE

Information on my Child Safeguarding Procedures and Practices for Parents/Carers



As a sole provider working with children and young people, I have a responsibility to be open and welcoming and share information about my activities.

You should expect good standards of practice in line with Children First, National Guidance for the Protection and Welfare of Children and other relevant documents in relation to the safety and welfare of your children.



(Name of Sole provider)

I _____



am committed to safeguarding children and young people. It is important that as parents/carers you know that your children are safe and will be treated positively when they are involved in my activities.

What should parents/carers expect from me?

I welcome questions about my activities and the procedures and practices I have with children.

CHILD SAFEGUARDING PROCEDURES

In line with Children First National Guidance for the Protection and Welfare of children, I have a number of procedures to ensure I keep children safe. (My procedures are informed by Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice).

Those procedures cover the following areas:

Being safe, and suitable to work with children

Garda Vetting cannot be obtained for sole providers. A declaration in relation to my contact with children is available. I have relevant skills, and/or qualifications in the activities I provide to children and young people. I have appropriate insurance for my activities.

A written code of behaviour

I have a written code of behaviour, which outlines that I will treat children positively. It outlines that children will be treated with respect and will not be demeaned in any way. I will ensure that any bullying will be managed through an anti-bullying procedure. My code of behaviour outlines what is and is not appropriate in relation to my contact with children. As a sole provider I undertake to work in open environments with children, however where this is not possible due to the activity, I will inform parents/carers of all arrangements.

Training

I have undertaken the universally available e-learning programme called 'Introduction to Children First' on the Tusla website. I will also access additional training in relation to my role where appropriate and child safeguarding information session through the CYPSC website.

Complaints procedure

If you have concerns about any activity I am undertaking with your children please speak to me.

If you are unhappy with the response, make a formal written complaint. A third party adjudicator may be agreed to deal with the complaint.

Reporting concerns to Tusla about children's protection or welfare

As outlined in Children First National Guidance, anyone providing activities with children must respond to child protection or welfare concerns. As a sole provider I am responsible for seeking advice from the Tusla Duty Social Worker if there are concerns about a child or young person's welfare or protection when they are involved in my activity and when necessary make a report. If I am a Mandated Person I must make reports as required by the Children First Act, 2015.

Parents can also contact Tusla if they have concerns about their own child or any other child they know or if they are in need of family support services. (Contact details are on www.tusla.ie) Safe Management of Activities Parents and young people will be informed of all arrangements when planning and running my activities and consent will always be requested. I will follow relevant guidance outlined in section 4.3 *Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice.*

Social Media and digital images

I will never make or allow personal contact with young people using social media etc. This is outlined in my social media and digital images procedure

One to One working

When undertaking one to one work with children and young people I will ensure:

- I communicate what the purpose of the activity is to everyone involved.
- I have clear written agreements with parents/carers and young people about the time/duration/venue of the activity.
- I inform parents about their obligations to drop off/ collect young people on time and be available in case of emergency.
- I review/check in with the young person and parent/carer regularly to ensure that all are happy with the arrangements.