



# Craobh Leamhcáin

## Child Safeguarding Statement

### 1. Name of service being provided:

Comhaltas Ceoltoirí Éireann (CCÉ), Craobh Leamhcáin

### 2. Nature of service being provided:

CCÉ is a voluntary based organisation. The organisation is understood to be a key contributor to the informal music education sector, organising community-based classes in traditional Irish music, song, dance, and other cultural activity and organising various public events and activities that promote cultural activity amongst children and adults.

### 3. Principles employed to safeguard children from harm:

- Regular review and appropriate updating of the CCE Child Protection Policy taking local provision into consideration.
- Our branch has an appointed Designated Liaison Person (DLP), Sinéad Coleman, and Assistant DLP, Dara Mac Craith, for matters in relation to Child Protection and Guidelines and Procedures in respect of Branch Involvement with Children/Young persons and Vulnerable Adults.
- All CCE personnel with regular access to children and/or vulnerable adults are requested by the organisation to apply for CCÉ Garda Vetting.
- All such personnel are asked to submit their notice of confirmed Vetting- with their vetting number – to any unit of CCÉ for which they operate any activity that involves regular access to children/ vulnerable adults.
- If the regular adult – e.g. volunteer teacher/tutor/ organiser/ activity leader is not available at short notice the unit will ensure that any replacement adult working with the children is in the company of a CCE vetted adult.
- Minors can get CCE Garda vetted, with consent from their parent/guardian. CCÉ recommends that minors who work with children/vulnerable adults should be

mentored by experienced and vetted adults to ensure that young leaders develop interpersonal skills that reflect best practice.

- Parents and guardians of children attending classes and activities are at all times notified of appropriate schedules, locations etc of activities.
- Parents and guardians are informed of the local CCÉ unit's policy and practices as relate to activities organised for children and pupils.
- CCÉ officers/mentors are volunteers who need to use the most efficient means of communicating details of activities relevant to their pupils/young members etc. Parents/guardians are asked to provide their mobile numbers/ email addresses in this regard. CCE adults do not knowingly communicate with a pupil / minor using any means of digital or other communication including / social media.
- Any photographs or audio/visual recordings of any minor taken by a CCÉ officer/member are taken in the presence of the parent/ guardian and/or with the understood consent of the parent/guardian. It should be noted that recordings of artists, whatever age, are very much part of the intergenerational transmission of Irish traditional music and are understood to be a standard means of transmission in an oral artform.
- As applies in any informal/formal instruction/activity regarding young persons it is regarded as part of the parent's/guardian's duty to ensure that the child is accompanied safely to the appointed location where the activity is taking place and into the temporary care of the designated adult. In many CCÉ settings children/minors pupils participate in a number of classes/activities which do not run consecutively.
- The class register/attendance sheet is an important element of Child Protection Policy implementation.
- Branch teachers and mentors are clear on their role and responsibility in terms of appropriate supervision of children while in their care and the general supervision practices of the branch.
- Parents/guardians are informed of the Branch Policy in terms of the use of mobile phones/digital recording devices. In addition, parents/guardians understand that any use of social media by their child including sharing of digital files, relating to any CCÉ activity is not the responsibility of the CCÉ unit.
- The unit has given careful consideration to the logistical lay-out of the building(s) it uses and the various rooms / areas within that are accessed by children and adults during a Comhaltas activity from a health and safety and safeguarding perspective.

- CCÉ activities are understood to be group activities. If a branch finds itself with a 1:1 adult- child tuition/activity situation the door of the room remains open and the adult gives prior notification that a 1:1 situation has arisen.
- CCÉ mentors, teachers and committee members are recommended to complete the online TUSLA's Access to Children First E-Learning Programme.
- All CCÉ units are requested to ensure that Child Protection and Safeguarding are an item of each meeting of the unit, to ensure continued awareness and to allow for continued updating and review. This inclusion of the topic on the minutes allows for local review on local provision.

#### 4. 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.

	<b>Risk identified</b>	<b>Procedure in place to manage identified risk</b>
1	A 'substitute' tutor who needs to be engaged due to need but who does not have CCÉ vetting.	The Branch has a policy in relation to same – If such a tutor is considered to teach a class / co-ordinate a branch activity on a once-off basis a CCÉ-vetted adult remains in the classroom area at all times.
2	Clarifying responsibility in terms of the care of branch junior members at CCÉ and non CCÉ public and participative events.	Ensuring that parents/guardians are aware of the remit of the committee members/tutors in relation to the branch participation in public events and of parental/guardian duties in terms of accompanying their children and/or making provisions for the adequate care and supervision of their child/ minor.
4	Inappropriate use of electronic devices including mobile phones/ smart phones/iPads by pupils during CCÉ activities	The Unit has a policy/guideline document in place in relation to the use of electronic devices during CCÉ classes/activities. Parents/guardians are informed of this policy.
5	Use of images in CCÉ publicity material	Branches of CCÉ have a policy of requesting appropriate consent regarding the use of images of minors/vulnerable adults used in promotional-publicity material/communications.
6	Class tutor <18 years of age	One of the committee members will check in with the class regularly.
7	Class tutor is running late	One of the committee members will sit in with

	the class until the teacher arrives.
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## 5. Procedures

- Our Child Safeguarding Statement has been developed in line with the following policies and procedures:
  - (1) CCÉ Child Protection Policy and Guidelines & Procedures in respect of Branch Involvement with Children/young persons and Vulnerable Adults
  - (2) Appointing a Branch DLP
  - (3) Obligatory CCÉ Vetting for all Comhaltas personnel with regular access to children and vulnerable adults.
  - (4) Carrying out a Risk assessment based on the local provisions and setting.
  - (5) Completing the Branch/ Centre safeguarding statement which is considered and adopted by the Branch Committee/ Centre Board of Management.
- Procedure for the reporting of child protection or welfare concerns to Tusla is outlined by CCÉ's Child Protection policy and during Training seminars facilitated by Tomás Ó Maoldomhnaigh, CCÉ National Child Protection Liaison.
- The statutory 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*, are core documents which inform the above and are available on Tusla's website.
- Attendance at the training seminars presented by Tomás Ó Maoldomhnaigh, National CCÉ Child Protection Liaison also provides ongoing guidance to CCÉ units and personnel.

All procedures listed are available upon request.

## 6. 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 was reviewed and adopted at the AGM on 24<sup>th</sup> October 2018. This will be reviewed every 2 years.

Signed: \_\_\_\_\_

(Cathaoirleach CCÉ, \_\_\_\_\_)

Provider's name and contact details

For queries, please contact Sinéad Coleman, Branch DLP