

**St. Gabriel's Foundation
Springfield Drive, Dooradoyle
Limerick**

Child Safeguarding Statement



**St. Gabriel's Foundation
Designated Liaison Person**

Contact Numbers: 061-302733 087-0524190

**Maura Walsh
Social Work Team Leader**



1. NAME AND NATURE OF SERVICES WE PROVIDE

Our Child Safeguarding Statement applies to the following St. Gabriel's Foundation services- CDNTS, Hydrotherapy services, Orthotics services, St Gabriel's Special School staff and all other St. Gabriel's Foundation staff, volunteers and students.

The Designated Liaison Person (DLP) is Maura Walsh, Social Work Department.

The Deputy Designated Liaison Person (DDL) is Nellie Murphy, Social Work Department.

The Relevant Person for St. Gabriel's Child Safeguarding Statement is Treasa McAuliffe, CEO.

2. OUR PURPOSE AND PRINCIPLES TO SAFEGUARD CHILDREN FROM HARM

St. Gabriel's Foundation staff believe in the potential of every child and young person. Our services operate with the belief that all children and young people with disabilities must be treated with respect and dignity, are listened to and must have their views taken into consideration.

We believe that the welfare and protection from harm of children and young people is of paramount importance to each and every staff member in everything we do. Our staff take all reasonable care to ensure that children and young people attending St. Gabriel's Foundation Services are safe from harm and abuse of any kind .

3. RISK ASSESSMENT

St Gabriel's Foundation has completed an assessment of the potential for harm to children and young people attending our services, a risk register is maintained. Harm in this context is related to assault, ill-treatment or neglect of a child or young person that seriously affects or is likely to seriously affect a child or young person's health, development or welfare or where there is a disclosure or concern of sexual abuse of a child or young person.

The risk register identifies the risks and potential risks of harm and lists the procedures, policies and practices that help reduce or eliminate these risks.



Risk identified	Procedure in place to manage risk identified.
<p>1. Children and young people with disabilities presenting as significantly distressed or aggressive with social, emotional, behaviour or medical needs.</p>	<ul style="list-style-type: none"> • Concerns are discussed with parents by staff member(s) and a support plan is put in place outlining strategies and follow up actions –this is a written plan and is signed by parent(s) and staff member(s). • Additional external supports/referrals may be made on discussion with parents for children with ongoing significant needs. • Significant child protection and welfare concerns are referred to and discussed with the Designated Liaison Person (DLP).
<p>2. Non-attendance/significant late attendance for appointments or pattern of cancellation of appointments.</p>	<ul style="list-style-type: none"> • Staff members will discuss this with parent(s)/carer(s) and adhere to St. Gabriel’s Foundation Non-attendance policy. • Significant non-attendance which is deemed to impact negatively on a child’s developmental well-being will invoke a risk assessment as part of the non-attendance policy. • Child welfare & protection concerns relating to non-attendance will be referred to the DLP.
<p>3. Home visiting by staff</p>	<ul style="list-style-type: none"> • Staff must sign out at Reception and inform an identified staff member of where they are going and when they will return. • Staff must adhere to St. Gabriel’s Services guidelines should child protection and welfare concern(s) arise on home visits. • Staff must follow the Home Visiting Policy.
<p>4. Individual time spent with children and young people and staff member.</p>	<ul style="list-style-type: none"> • Staff must be aware of the necessity of not taking risks that may leave them open to accusations of abuse or neglect. • Staff should inform a colleague when spending individual time with a child.
<p>5. The delivery of intimate care needs to children and young people.</p>	<ul style="list-style-type: none"> • All staff involved in intimate care are familiar with St. Gabriel’s Foundation Child Protection Policy and Intimate Care Policy. • Each person has an individual Intimate Care Plan, and their guardians, staff should be very familiar with this plan. • All staff involved in intimate care must complete online Introduction to Children First training session on HSE Land. • All staff are Garda Vetted.
<p>6. Parent(s)/Carer(s), family member(s) visitors, children, young people and any staff member presenting to St. Gabriel’s Foundation as physically, emotionally, verbally or sexually abusive through any communication medium.</p>	<ul style="list-style-type: none"> • Parent(s)/Carer(s)/Visitor(s) Code of Conduct guidelines will apply. • Children and Young People’s Code of Behaviour will apply. • Staff concerns should refer to staff Code of Conduct and may invoke disciplinary procedures. • Any concerns regarding the Protection & Welfare of children must adhere to St. Gabriel’s

	Foundation procedures in responding, reporting and recording such concerns.
7. Visitor(s)/contractors to the school e.g. computer, printer, maintenance staff.	<ul style="list-style-type: none"> All visitors to any of the St. Gabriel's Foundation locations must sign in at reception desk and wear an identifying visitors badge in the building.
8. Accidents and injuries on site.	<ul style="list-style-type: none"> This must be managed in accordance with St. Gabriel's Foundation Service Health & Safety Policy. Procedures regarding following guidelines and paperwork must be followed.
9. Data Protection.	<ul style="list-style-type: none"> Clinical Files are stored in a secure and locked electronic file system or secure file room with restricted access . Confidential Files will be dealt with as per St. Gabriel's Foundation Policy.
10. Administration of medications.	<ul style="list-style-type: none"> All staff involved in medication management have been trained to do so. All nurses involved in medication management are registered with the nursing regulating body An Bord Altranais. All nurses involved in medication management must be familiar with St. Gabriel's Foundation Medication Management policy. All nurses are duty bound to report concerns, errors to their line manager.
11. Volunteers	<ul style="list-style-type: none"> All Volunteers must comply with St Gabriel's Volunteer Policy. They must sign a confidentiality statement Volunteers will be provided with a local Induction. Volunteers who are engaged will be garda vetted.
12. Hydrotherapy pool	<ul style="list-style-type: none"> It is the responsibility of parents/ carers to Undertake all personal care needs of the child/client. Parents/Carers are also responsible for determining the level of assistance needed for changing, hoisting etc and that enough assistance is provided. The minimum staff/carer: client ratio at all times is 2:1. No staff member is to be in changing rooms with Client on their own. A min of 2 staff must be present in the absence of a parent/carer. Staff must be competent and the minimum professional requirement for a staff member using the pool is pool lifeguard qualification or a therapist that have done undergraduate or postgraduate hydrotherapy training. A dress code is in place staff treating children in the pool. A qualified staff member should always be present when external groups are using the pool.

	<ul style="list-style-type: none"> All staff must have completed Children First training prior to commencing work
13. Children First Training for staff	<ul style="list-style-type: none"> All staff, students and volunteers must complete Children First e-learning module.

4. PROCEDURES

Our Child Safeguarding Statement has been developed in line with the 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, 2017. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children and young people while they are availing of St. Gabriel’s Foundation services.

Procedure for the safe recruitment and selection of staff ,volunteers and students to work with children.

Procedure for maintaining a list of people employed by St Gabriel’s Foundation who are mandated persons.

Procedure for the management of allegations or misconduct, against staff or volunteers, of a child or young person availing of our services.

Procedure for reporting child protection and welfare concerns to Tusla.

Procedure for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm.

5. IMPLEMENTATION AND REVIEW

We are committed to the ongoing implementation of this Child Safeguarding Statement and to developing the procedures that support our intention to keep children safe from harm while availing of our services. Our Statement will be displayed in the relevant areas of St. Gabriel’s Foundation and will be available to all parents and staff.

Our Child safeguarding Statement will be available on www.stgabriels.ie to be accessible to all parents and staff.

St. Gabriel’s Foundation Child Safeguarding Statement will be reviewed by March 31st 2024, or as soon as practicable, should there be a material change in any matter to which the statement refers.

Signed: 

Treasa McAuliffe, CEO and Relevant Person

Ratified with St. Gabriel’s Board of Directors

St. Gabriel's Foundation Child Protection and Welfare Concern Form

CHILD'S NAME: _____ ADDRESS: _____ DATABASE NO: _____ DOB: _____

Date and time of observation of concern	
Details of concern/incident/allegation	
Details of any contact/discussion with parent(s)/carer(s) of concern(if appropriate)	
Parent(s)/Carer(s) account of same	
Signature and Role/ Profession of person making concern	Print Name _____ Signature _____ Profession/Role _____ Date: _____
Form given to Designated Liaison Person in sealed envelope	Designated Liaison Person Signature: Date received by DLP:
Action taken by Designated Liaison Person	
Details of feedback to referrer ,where appropriate.	
CEO/Manager informed	Date: _____

Form is filed in child's Designated File coordinated with the Social Work Department

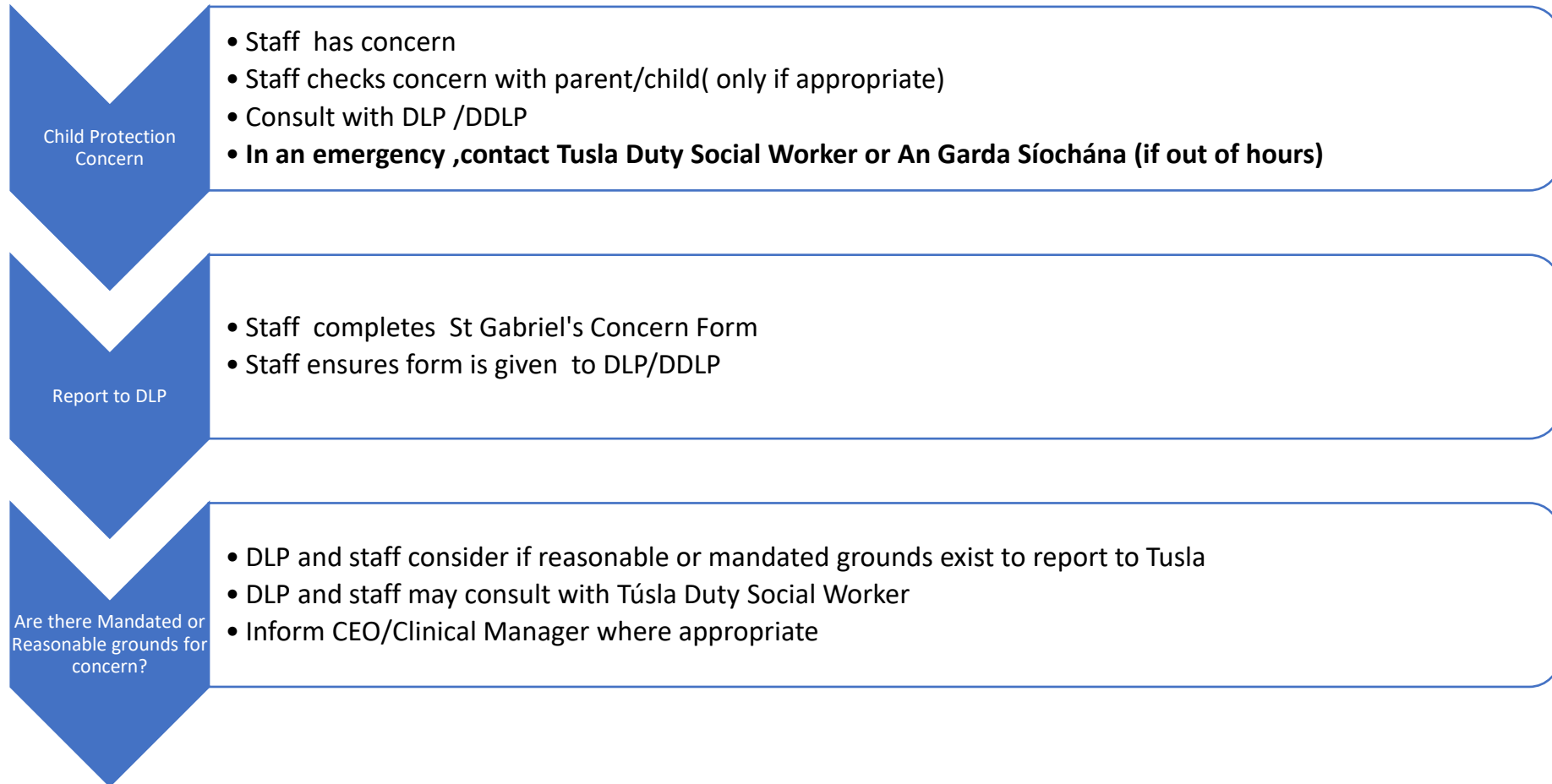
Note: All relevant St. Gabriel's Foundation Child Safeguarding Policies, Procedures and Concern Form are available in:

Shared/ Public/Policies and Procedures/St Gabriel's Policies and Protocols/Child Safeguarding Policies and Procedures

Child Protection & Welfare Report Procedure

For all staff & mandated persons.

1. Reporting procedures for Child Protection or Welfare concern



2. There are Mandated or Reasonable Grounds for Concern.

DLP Actions

- Complete Tusla Child Protection and Welfare Report Form and forward to Tusla
- Copy of Tusla Report entered onto Designated File
- Inform parents of report to Túsła, unless doing so would further endanger the child or staff or impact in a criminal investigation

Follow up Action

- Staff/DLP/DDLP continue to monitor
- DLP/DDLP/Staff members partake in mandatory assisting with Túsła where necessary
- Record of Designated File inserted on child's /young person's main file and electronic file

Concern involves employee of St. Gabriel's Foundation

- DLP/DDLP notifies CEO- to adhere to St Gabriel's protocol for allegations against staff
- DLP/DDLP/staff follow protocol for reporting to Tusla

Concern involves child who attends in co-located school

- DLP/DDIP informs School DLP of concern in relation to the child or young person.
- DLP/School DLP consider proportionate sharing of detail of concern
- Where the concern involves a member of the school staff, school's DLP must be informed of the nature of the concern.

3. There are no Mandated or Reasonable grounds for concern.

DLP Actions

- Concern is recorded by DLP
- DLP informs staff member who raised the concern that it is not being reported

Follow up Action

- If Staff remains concerned, they should report to Túsla in their own right . Staff should inform the DLP/DDLP of this so to ensure safe recording and continued monitoring for the child/young person

St. Gabriel's Child Protection and Welfare Concern Contact Details

Designated Liaison Person (DLP)

Maura Walsh (Social Work Team Leader). **Contact:** 061-302733 087 0524190

Deputy Designated Liaison Person (DDLDP)

Nellie Murphy (Social Worker). **Contact:** 061-302733 086-049 5256

Tusla Duty Social Work: In absence of DLP/DDLP or in an Emergency

Limerick

Limerick Duty and Intake Social Work, St. Joseph's Hospital, Mulgrave St, Limerick.

Contact: 061-607101

Clare

Clare Duty and Intake Social Work, River House, Gort Road, Ennis, Co Clare.

Contact: 061-588688

North Tipperary

North Tipperary Duty Social Work, Civic Offices, Limerick Road, Nenagh, Co Tipperary.

Contact: 061-588688

The Duty Social Work service to be contacted will depend on the child/young person's home address

For all Child Protection and Welfare Concerns, Out Of Hours or In An Emergency: Contact Local Garda Station or visit www.garda.ie (in accordance with the child/young person's home address)