



1. Introduction

Cromane Seafest Festival (the “**Festival**”) recognises its responsibility to ensure that a safe environment is provided for all children and vulnerable adults taking part in its activities.

Cromane Seafest is committed to a child-centred approach throughout the festival. We have sought to organise activities for children and young people of all abilities in order to give them access the events of the festival. Cromane Seafest stages events during the festival for children and families and also holds children’s workshops during or leading up to the festival itself either organized by Cromane Seafest or run by third party organisations.

This Child Protection Policy and the Child Safeguarding Statement (the “**Policy**”) specifies how we will provide a safe environment and protect children and vulnerable adults while they are taking part in Cromane Seafest Festival events and projects. We also aim to educate, and therefore protect, Cromane Seafest committee members and volunteers from situations where they may be compromised or feel threatened or open to suspicion or accusation. This in turn will also protect the children/vulnerable adults in attendance at the Festival.

2. Policy Statement

The foundation of the approach of Cromane Seafest to child protection and safety is our mandatory requirement that children must be under supervision of parents/guardians at all times while attending the Festival and participating in Festival events and activities

Cromane Seafest is committed to promoting best practice within our organisation and to the protection of the young people with whom we engage with. The Cromane Seafest Committee accepts and recognises our responsibilities to develop awareness of the requirements of this Policy and to identify areas and situations which may cause harm to children or young/vulnerable adults attending the Festival. We aim to do this by:

- Our mandatory requirement that children must be under supervision of parents/guardians at all times while attending the Festival and participating in Festival events and activities.
- Adopting best practise safeguarding and child protection guidelines through a code of behaviour for committee members and volunteers.
- Ensuring that our Child Protection Policy and Risk Assessment is shared with volunteers and committee members and is available to parents, children and those participating in Festival events and activities.
- Sharing information about concerns with Tusla who need to know, and involving parents and children appropriately.
- Providing effective management for volunteers through supervision, support and training.
- Keeping this Policy continuously under review and updating it in accordance with legislative and policy changes.

This Policy covers the following Cromane Seafest Festival activities:

- Recruitment of freelancers and volunteers and third party providers; and
- All-inclusive events where volunteers or freelancers come into direct contact with children or vulnerable adults.

For the purposes of this Policy:

- “Children” includes anyone under the age of 18 years old; and
- “Young/vulnerable adult” is a person aged 18 years or over who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or maybe unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

Cromane Seafest is committed to adherence to Children First National Guidance for the Protection and Welfare of Children (2017) and the Children First Act 2015.

3. Inclusion Statement

We promote inclusivity and safety in all our activities. Cromane Seafest is open to all people, regardless of race, ethnicity, gender, socio-economic status, national origin, sexual orientation, ability, or faith.

4. Code of Behaviour

Following this code of conduct will allow Cromane Seafest staff, service providers and volunteers working with children or vulnerable adults to avoid situations in which they may be compromised.

Child Centred Approach

You should:

- Treat all children, vulnerable adults and young people equally
- Listen to and respect children, vulnerable adults and young people
- Involve children and young people in decision-making (as appropriate)
- Provide encouragement, support and praise (regardless of ability)
- Use appropriate language
- Have fun and encourage a positive atmosphere
- Offer constructive criticism when needed
- Treat all children, vulnerable adults and young people as individuals
- Respect a child’s, vulnerable adult’s or young person’s personal space
- Discuss boundaries on behaviour and related sanctions, as appropriate, with children, vulnerable adults and young people and their primary carers.
- Encourage feedback from group
- Use age-appropriate teaching aids and materials
- Lead by example
- Be aware of a child’s or young person’s other commitments when scheduling rehearsals or activities.
- Be cognisant of a child’s, vulnerable adult’s or young person’s limitations, due to a medical condition for example.
- Create an atmosphere of trust
- Respect differences in ability, culture, religion, race and sexual orientation.

Good Practice

- Make available this Policy to primary carers, children/young people, visitors and facilitators if requested.
- Be inclusive of children, vulnerable adults and young children with special needs
- Plan and be sufficiently prepared both mentally and physically
- Report any concerns to the Designated Liaison Person, (see “Reporting Procedures” below).
- Observe appropriate behaviour.
- Report any incidents and accidents.
- Update and review policies and procedures on a regular basis.
- Ensure proper supervision based on adequate ratios according to age, abilities and activities involved.
- Don’t be passive in relation to concerns i.e. don’t ‘do’ nothing
- Don’t let a problem get out of control
- Avoid being alone with children, young person or vulnerable adults e.g. taking them to the toilet
- Where a child is not accompanied, e.g. lost children, always have a minimum of 2 volunteers/committee members in the presence of the child
- Avoid taking a session on your own. If this is not possible then it should be in an open environment with the full knowledge and consent of primary carers.
- Maintain awareness around language and comments made.

Inappropriate Behaviour

- Do not allow or engage in inappropriate touching of any form.
- Do not use actions or language that may cause a child, young person or vulnerable adult to lose self-esteem or confidence.
- Avoid spending excessive amounts of time alone with children/young people/vulnerable adult.
- Do not hit or physically chastise children/young people/vulnerable adults
- Do not socialise inappropriately with children/young people/vulnerable adults

Physical Contact

- Seek consent of the child or young adult in relation to physical contact e.g. face painting (except in an emergency or a dangerous situation)
- Avoid horseplay or inappropriate touch e.g. being affectionate
- Check with child or young adult about their level of comfort when doing touch exercises e.g. face painting

Health and Safety

- Don’t leave children unattended or unsupervised
- Manage any dangerous materials
- Provide a safe environment
- Be aware of Cromane Seafest Health and Safety Policy and procedures and follow accordingly

5. Reporting Procedures

Gráinne Keary has been designated as the person to contact if there is an issue or concern about any aspect of a child’s or young person’s safety and welfare. It is the responsibility of the Designated Liaison Person to support and advise Cromane Seafest Festival Committee about policy and

procedures in relation to child protection and to ensure procedures are followed. It is also the responsibility of the Designated Person to liaise with Túsła, the Health Service Executive or Gardaí where appropriate.

Designated Liaison Person (DLP):

Gráinne Keary 087 7576810

Deputy Designated Liaison Person:

Margaret O'Shea 0876454487

The statutory bodies with primary responsibility for child welfare and protection are Túsła – Child and Family Agency, and An Garda Síochána. You should always inform Túsła if you have reasonable grounds for concern that a child may have been, is being, or is at risk of being abused or neglected.

Reasonable Grounds for Concern

An incident book will be kept by the Designated Person. Cromane Seafest Committee members should record the following information in relation to children and young people:

- Suspicions
- Concerns
- Worrying Observations
- Behavioural Changes
- Actions and Outcomes

Procedure for Dealing with a Disclosure

- Stay calm and listen to the child/young person, allow them enough time to say what they need to say.
- Don't use leading questions or prompt details
- Reassure the child/young person but do not promise to keep anything secret.
- Don't make the child/young person repeat the details unnecessarily.
- Explain to the child/young person what will happen next

Making a Report

- Actions and outcomes should be noted
- Record all details, including the date, time and people involved in the concern or disclosure and the facts in the incident book. Information recorded should be factual. Any opinions should be supported by facts.
- Inform the designated person or his/her deputy, if unavailable.
- The most appropriate person should discuss the concern or consult with primary carers. Parents, carers or responsible adults should be made aware of a report to the HSE unless it is likely to put the child/young person/vulnerable adult at further risk.
- The Designated Person may contact the Health Service Executive Duty Social Work Department for an informal consultation prior to making a report.
- Verbal complaints will be logged and responded to.

Information will be shared on a strictly 'need to know' basis.

Killorglin Garda Station: +353 66 979 0500

Killarney Garda Station: +353 64 6671160

6. Confidentiality Statement

We in Cromane Seafest are committed to ensuring peoples' rights to confidentiality. However, in relation to child protection and welfare we undertake that:

- Information will only be forwarded on a 'need to know' basis in order to safeguard the child/young person
- Giving such information to others for the protection of a child or young person is not a breach of confidentiality.
- We cannot guarantee total confidentiality where the best interests of the child /vulnerable adult or young person are at risk.
- Primary carers, children and young person have a right to know if personal information is being shared and/or a report is being made, unless doing so could put the vulnerable adult/child/young person at further risk.
- Images of a child/young person/vulnerable adult will not be used for any reason without the consent of the parent/carer (however, we cannot guarantee that cameras/videos will not be used at public performances)
- Procedures will be put in place in relation to the use of images of children/young people.
- Procedures will also be put in place for the recording and storing of information in line with our privacy policy.

7. Volunteer Management Policy Statement

New volunteers will be made aware of Cromane Seafest's Child Protection Policy and Child Safeguarding Statement and the identity and role of who has been designated to deal with issues of concern. It is our policy that volunteers do not have unsupervised access to children and vulnerable adults as per the National Vetting Bureau (Children and Vulnerable Persons) Act 2012-2016.

All third-party service providers taking part in Cromane Seafest by operating events and activities which are directed at children or which are available for children/young people/vulnerable adults to participate will be required to show evidence of appropriate garda vetting.

8. Incidents and Accidents

- Children and young/vulnerable adults must be advised of risks of dangerous materials.
- The location of incident/accident books must be made known to volunteers and committee.
- First-aid boxes should be available and regularly re-stocked.
- Availability of first aid should be in accordance with Cromane Seafest Health and Safety Policy.
- Record details of risky equipment used and take steps to minimise risk.

Child Safeguarding Statement

1. Name of Organisation

Cromane Seafest CLG

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

Cromane Seafest takes place annually in September in Cromane, Killorglin, Co. Kerry. We are committed to a child-centred approach to our work with children and young people. We recognise the responsibility to ensure that a safe environment is provided for all children, where the welfare of the child/young adult is paramount. We will adhere to the recommendations of Children First: National Guidelines for the Protection and Welfare of Children, published by the Department of Health and Children. We will make the Túsla Guidance available to all committee members and volunteers and asking each to read Chapters 1 and 2 as they outline the key messages of the Guidance and provide information on recognising and reporting reasonable concerns about the welfare or protection of a child or young/vulnerable adult. The Child Safeguarding Statement

specifies how we will provide a safe environment and protect children and young/vulnerable adults while they are taking part in Cromane Seafest.

3. 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.

Risk Identified	Procedure in place to manage identified risk
Volunteer/ third party unsuitable to work with children or young/vulnerable adults	<ul style="list-style-type: none"> - Implement procedure for the safe recruitment of volunteers/service providers including Garda Vetting - Child Protection Policy and Children First: National Guidance for the Protection and Welfare of Children given to volunteers prior to volunteering
Volunteer/third party alone with children or young/vulnerable adults	<ul style="list-style-type: none"> - We insist that children involved in festival activities are accompanied by a parent or guardian. Where we have concerns that a child is not adequately supervised, we cannot permit them to take part in our activities. This is a condition of booking.
Inappropriate use or distribution of children's images or information	<ul style="list-style-type: none"> - Ensure all staff and volunteers adhere to social/media procedures including consent sought for the taking and use of images - Consent forms given to parents at Workshops / events as per Child Protection Policy
Volunteer/third party unsure who to turn to when fears a child is at risk	<ul style="list-style-type: none"> - Child Protection Policy published on website - Child Protection Policy available at every event - Ensure reporting procedures are accessible and easily available at every event - Contact the Cromane Seafest Designated Person and/or Túsła
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4. Procedures

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 Túsła's Child Safeguarding: A Guide for Policy, Procedure and Practice.

5. Implementation

We recognise that implementation is an ongoing 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 services. This Child Safeguarding Statement will be reviewed on a regular basis or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signed:


Grainne Keary (Aug 7, 2023 11:13 GMT+1) **Date:** Aug 7, 2023

Grainne Keary, Designated Liaison Person


Margaret O'Shea (Aug 4, 2023 12:34 GMT+1) **Date:** 4/8/23

Margaret O'Shea, Deputy Designated Liaison Person