



Child Protection Policy

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1. Guiding Principles

The Goode School of Dance (GSOD) was established in 1989 by Rachel Goode and trains students in Classical Ballet and Modern Theatre Jazz from 3 years old.

Classes are held in a friendly atmosphere encouraging children's development, confidence, musicality, creativity and a love of Dance.

The GSOD is committed to providing a safe environment and a positive experience for all children with whom we interact and has developed this policy in accordance with guidelines outlined in "Children First, National Guidelines for the Protection and Welfare of Children" and taking due regard to relevant Legislation.

2. Code of Conduct

All GSOD staff are Garda Vetted and aware of the Child Protection Policy and procedures. All teachers have undertaken training in respect of Child Protection and the School promotes the following Child Centred code of Conduct:

- To create and encourage a friendly, welcoming and positive atmosphere at all times

- To listen to and respect children
- To use appropriate physical behaviour and verbal language at all times
- To respect a child's personal space
- To treat all children equally and as individuals
- To respect differences of ability, culture, religion, race and sexual orientation
- To have staff observe appropriate behaviour when dealing with children
- To provide encouragement, support and praise regardless of ability
- To offer constructive criticism when needed
- To encourage children to report any bullying, concerns or worries to any member of staff
- To keep primary carers informed of any issues that concern their children
- To be inclusive of children with special needs.
- To be cognisant of a child's limitations (for example due to a medical condition)

3. Designated Child Protection Liaison

Any issues or concerns regarding the safety and welfare of children at GSOD should be reported to the Designated Liaison Person for Child Protection and/or Deputy Designated Liaison Person for Child Protection.

GSOD staff **MUST** report any child protection concerns to the DLP, or any concerns they have about another worker. Any incidents and accidents should also be reported.

Primary: Rachel Goode Tel: (087) 2744680 (*Mandated Person*)

Deputy: Deirdre Wallace Tel: (086) 8098166

Responsibilities of the DLP / Deputy DLP:

- Be fully familiar with duties in relation to the safeguarding of children
- Have good knowledge of GSOD guiding principles and child safeguarding procedures
- Ensure that the GSOD reporting procedure is followed, so that child protection and welfare concerns are referred promptly to Tusla
- Receive child protection and welfare concerns from workers and volunteers and consider if reasonable grounds for reporting to Tusla exist
- Consult informally with a Tusla Duty Social Worker if necessary
- Where appropriate, make a formal report of a child protection or welfare concern to Tusla on behalf of GSOD, using the Child Protection and Welfare Report Form
- Inform the child's parents/guardians that a report is to be submitted to Tusla or An Garda Síochána, unless
 - Informing the parents/guardians is likely to endanger the child or young person;
 - Informing the parents/guardians may place you as the reporter at risk of harm from the family
 - The family's knowledge of the report could impair Tusla's ability to carry out an assessment

- Record all concerns or allegations of child abuse brought to your attention as well as any action/inaction taken in response to these concerns
- Provide feedback to the referrer, as appropriate
- Ensure that a secure system is in place to manage confidential records
- Act as a liaison with Tusla and An Garda Síochána, as appropriate
- Where requested, jointly report with a mandated person
- The Designated Liaison Person, in consultation with the person who raised the concern, will decide if reasonable grounds for concern exist. If reasonable grounds for concern exist, the Designated Liaison Person will report to the Tusla duty social worker

4. Mandated Person

Under the Children First Act 2015 mandated persons have a statutory obligation to report concerns and to cooperate with Tusla in the assessment of mandated reports, where requested to do so.

5. Reporting & Recording Guidelines

All Staff will follow guidelines in respect of reporting and recording of Disclosures. DLP & Deputy DLP will ensure reports are appropriately recorded with support from mandated person as required.

- Record all Disclosures fully including the Date, Time, Context & Name of person making the report and as much information as possible
- The exact language used by the child should be recorded
- Staff should not question a child but rather ask open questions that encourage disclosure
- Signs of injury should be recorded
- Be as calm and natural as possible
- Remember that you have been approached because you are trusted and possibly liked. Do not panic.
- Be aware that disclosures can be very difficult for the child/young person
- Remember, the child or young person may initially be testing your reactions and may only fully open up over a period of time
- Listen to what the child/young person has to say
- Give them the time and opportunity to tell as much as they are able and wish to
- Do not pressurise the child/young person. Allow him or her to disclose at their own pace and in their own language. Conceal any signs of disgust, anger or disbelief
- Accept what the child or young person has to say – false disclosures are very rare.
- All efforts to respect & Protect right to confidentiality must be made
- Records on child protection concerns, allegations and disclosures are kept securely
- Records should only be used for the purpose for which they are intended
- Records should only be shared on a need to know basis in the best interests of the child/young person
- Reassure the child/young person that they have taken the right action in talking to you

- Remember an allegation of abuse may relate to a person who works with children or a staff member
- Any allegation of abuse against a worker/volunteer should be dealt with sensitively and support provided for both the worker/volunteer who allegedly abused a child/young person and the worker/volunteer who reported the alleged abuse. Appropriate levels of confidentiality must be ensured.

Glossary of terms used in this document

The meanings of words used in this document should be read as:

- Child(ren): means any person(s) under the age of 18 years other than a person(s) who is or has been married
- Primary Carers: refers to all parents, guardians and carers of a child; where appropriate it also includes the visiting company, facilitators and their appointed chaperones.
- Staff: refers to all staff, volunteers, guest teachers of GSOD
- DLP: Designated Liaison Person for Child Protection
- CF: Children's First: National Guidance for the Protection and Welfare of Children
- CFA: The Child and Family Agency: this agency (also known as Tusla) is now the dedicated State agency responsible for improving wellbeing and outcomes for children.
- CPWR Form: Child Protection and Welfare Report Form; the form used for reporting Child Protection & Welfare concerns to the Children and Family Agency.
- Abuse: includes neglect, emotional, physical and sexual abuse.

Relevant Legislation that has informed this policy

- Child Care Act 1991
- Protections for Persons Reporting Child Abuse Act 1998
- Criminal Justice Act 2006
- Criminal Justice (Withholding of Information on Offences against Children and Vulnerable Persons) Act 2012
- National Vetting Bureau (Children and Vulnerable Persons) Acts 2012–2016
- Children First Act 2015
- Criminal Law (Sexual Offences) Act 2017

Refer to this link for more guidance:

[https://www.tusla.ie/uploads/content/Tusla - Child Safeguarding - A Guide for Policy, Procedure and Practice.pdf](https://www.tusla.ie/uploads/content/Tusla_-_Child_Safeguarding_-_A_Guide_for_Policy,_Procedure_and_Practice.pdf)

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Approved by:

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Title: Goode School of Dance Principal, DLP

Date: 2nd September 2019

Signature: Rachel Goode

Name: Deirdre Wallace

Title: Goode School of Dance Staff Member, Deputy DLP

Date: 2nd September 2019

Signature: Deirdre Wallace