

# Lisa's Little Lions School Age Service



## Child Safe-Guarding Statement

Lisa's Little Lions Afterschool's Child Safeguarding Statement Our Child Safeguarding Statement has been developed in line with requirements under the Children's First Act 2015, Children's First: National Guidance for the Protection and Welfare of Children (2017), and Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service. Lisa's Little Lions caters for children aged 4-12 years old.

Lisa's Little Lions After School Service is committed to safeguarding the children and to providing a safe environment in which they can play, learn and develop.

- ❖ The welfare of the children attending my service is paramount. Lisa's Little Lions After School Service is committed to child-centred practice in all our work with children.
- ❖ Lisa's Little Lions After School Service is committed to upholding the rights of every child and young person who attend our service, including the rights to be kept safe and protected from harm, listened to, and be heard.
- ❖ Our policy and procedures to safeguard children and young people reflect national policies and legislation and are underpinned by Children First: National Guidance for the Protection and Welfare of Children, DCYA, 2017, Child Safeguarding : A Guide for Policy, Practice and Procedure, Tusla, 2018, and the Children First Act 2015.
- ❖ The policy declaration applies to all staff and volunteers. All staff and volunteers must sign up to and abide by the policies, procedures and guidance encompassed by the policy declaration and our child safeguarding policy and accompanying procedures.
- ❖ Designated liaison person (DLP) for Child Protection. Relevant Person (DLP) : **Lisa Riordan**
- ❖ Deputy Designated liaison person DDLP: **Mairead Fleming**

The Service will:

- ✓ Recognise that the protection and welfare of children is of paramount importance, regardless of all other considerations.
- ✓ Fully comply with its statutory obligations under the Children First Act 2015 and other relevant legislation relating to the protection and welfare of children.
- ✓ Fully co-operate with the relevant statutory authorities in relation to child protection and welfare matters.
- ✓ Adopt safe practices to minimise the possibility of harm or accidents happening to children and protect workers from the necessity to take unnecessary risks that may leave themselves open to accusations of abuse or neglect.
- ✓ Develop a practice of openness with parents and encourage parental involvement in the education of their children; and
- ✓ Fully respect confidentiality requirements in dealing with child protection matters.
- ✓ The school will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

The following procedures/measures are in place:

- In relation to any member of staff who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child attending the school, the service adheres to the relevant procedures set out in the Policies and Procedures of the Service Booklet.
- In relation to the selection or recruitment of staff and their suitability to work with children, the school adheres to the statutory vetting requirements of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016 and to the wider duty of care guidance set out in relevant Garda vetting and recruitment circulars published by the Department of Education.
- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the service has provided each member of staff with a copy of the service's

Child Safeguarding Statement, Ensures all new staff are provided with a copy of the service's Child Safeguarding Statement, Encourages staff to avail of relevant training.

- In relation to reporting of child protection concerns to Tusla, all school personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Schools 2017, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- In this service, the above named DLP as the “relevant person” (as defined in the Children First Act 2015) is to be the first point of contact in respect of the school's child safeguarding statement.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the Service has carried out an assessment of any potential for harm to a child while attending the this service.
- A written assessment setting out the areas of risk identified and the school's procedures for managing those risks is included with the Child Safeguarding Statement.
- The various procedures referred to in this Statement can be accessed via the school's website, will be made available on request by the school. Note: The above is not intended as an exhaustive list.
- This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.
- This Child Safeguarding Statement will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

❖ This Child Safeguarding Statement was adopted by Lisa's Riordan on 01 June 2023.

❖ This Child Safeguarding Statement was reviewed by Lisa Riordan annually.

Signed: \_\_\_\_\_ Review Date: \_\_\_\_\_

### Service Details:

- ✓ **Name of Service:** Lisa's Little Lions After School Service.
- ✓ **Type of Service:** After School
- ✓ **Address:** Knocknagree National School, Knocknagree, Mallow, Co.Cork.
- ✓ **Ratio/ Size of Service:** 1: 11 – 2 staff for 24 children.
- ✓ **Ages Service Provides for:** Lisa's Little Lions After School Service provides an after school care for children aged between 4- 12 years old.
- ✓ **Opening Times:** 1.55pm to 5 pm, Monday to Friday, Term Time – 38 weeks, Fome Late August to End of June.

### List of Activities:

Supervision the completion of Homework,

Daily Activities – Free Play, Chill Out Time, Lego, Pretend Play, Construction Play, Messy Play, Arts and Crafts, Lose ended Activities, Baking, Board Games, etc.

Snack Time (which is provided by the parent)

Outdoor Play

### Principles to Safe-guard Children from Harm:

In accordance with the requirements of Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, and Tusla Guidance on the preparation of Child Safeguarding Statements, Lisa's Little Lions After School has set out the following principles to safeguard children from harm:

- Recognise that the protection and welfare of children is a paramount importance, regardless of all consideration
- Fully comply with its statutory obligations under Children's First Act 2015 and other relevant legislation relating to the protection and welfare of children
- Fully co-operate with the relevant statutory authorities in relation to child protection and welfare matters
- Adopt safe practices to eliminate the possibility of harm or accidents happening to children
- Maintain positive relationships with parents and encourage parents to get involved in the education of their children

- Fully respect confidentiality requirements in dealing with child protection matters Lisa's Little Lions After School Programme will also adhere to the above principles in relation to any adult children with special vulnerability 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 ('harm' as defined in the Children First Act 2015) and the list of procedures and/or policies for managing these risks.

The list of procedures and policies include:

- ✓ Child Safeguarding Statement
- ✓ Statement of Purpose
- ✓ Daily Arrival and Collection Policy
- ✓ Child protection policy
- ✓ Recruiting policy - Vetting procedure
- ✓ Managing Behaviour
- ✓ Administration of medication policy
- ✓ Infection control policy
- ✓ Complaint policy
- ✓ Fire safety policy

All the above policies are put in place to reduce all the following identified risks of harm. The above policies are available on request. This Statement will be displayed to all staff, parents and children attending the service.

### 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 ('harm' as defined in the Children First Act 2015) and the list of procedures and/or policies for managing these risks. These Policies are available upon request.

<b>Risk Identified:</b>	<b>Policy / Procedure in Place to Manage Risk:</b>
Risk of Bullying to a child	Anti-Bullying Policy
Risk of harm of sexual abuse, physical/ psychological/ emotional harm (as defined in the Children First Act 2015) of a child by a member of staff/volunteer.	All recruited staff will be Garda vetted prior to starting with Lisa's Little Lions.  References will be verified.  Induction process is in place.

<p>Staff members attending to children's personal care needs.</p>	<p>Staff inform other staff in advance that they are attending to child's needs.</p> <p>Children's toilets are nearby and accessible easily to all staff and toilets are not locked.</p> <p>Verbal/written of any toileting accident is recorded with room management and parents</p>
<p>Staff working in room alone with children.</p>	<p>Staff working alone work to ratio as set out by the Child Care Act 1991 (Early Years Services)(Registration of School Age Services) Regulations 2018.</p> <p>A management structure of checking in to the room frequently is in place. Staff members have a means of contacting management or other staff when required. Staff member asks for assistance in relation to assisting children with personal care needs</p>
<p>Visitors to the service</p>	<p>Visitors must enter via buzzer.</p> <p>Sign and date visitors book.</p> <p>Never be allowed to be alone with any child.</p> <p>Personal mobile phones are not permitted to be used while visiting Lisa's Little Lions After School Service.</p> <p>External support services for children such Psychologists, Occupational Therapists must produce photo ID and work with management with children.</p> <p>Visitors who can access children and staff personal information and observations such as Inspectors from TUSLA, must produce photo ID, sign in time and date.</p> <p>A member of management team will accompany such inspectors.</p>

<p>Students on work placement including TY students</p>	<p>All students must produce college verification, Garda vetting, photo ID and references prior to starting work placement.</p> <p>TY students under 18 must have 2 references and school verification of work experience.</p> <p>No student is permitted at Lisa’s Little Lions After School Service to work on their own with children.</p> <p>Students are not permitted to help children with personal care needs</p>
<p>Photographs and Videos</p>	<p>Photos and videos of children engaging in activities are taken by Lisa’s Little Lions After School Service using the service camera only and with signed permission of parents/guardians.</p> <p>These photos can only be used by the service to engage with parents, none of these photos/videos are to be placed on any social media platforms.</p> <p>Photos may be used in Newsletters following written permission from parents.</p> <p>No staff member can use their own mobile device to record children’s images/videos.</p> <p>External supports such as psychologists, occupational therapists are not permitted to use their own mobile phones either to voice record or video /photograph when at Lisa’s Little Lions without explicit permission from parents and management.</p> <p>Children are also to be consulted around any photos/videos taken</p>
<p>Online abuse through social media</p>	<p>Anti Cyber Bullying Policy in place.</p>

<p>Outings (off the school premises)</p>	<p>Outings will always be on foot, eg nature walks, picnics.</p> <p>Supervision on outings carries increased responsibility and the Management has agreed that the ratio of 1 adult to 6 children be adhered to.</p> <p>These are minimum numbers and will be increased considering the needs of each class, e.g. behaviour, physical / medical needs etc.</p> <p>Staff will be extra vigilant when taking children out of the school. Special attention will be paid to - Road Safety, Behaviour, Risks posed by particular venues (e.g. adventure playgrounds, the woods etc.).</p> <p>Any accidents / incidents on the outing will be dealt with in accordance with the Accidents and Incidents Policy. Staff will carry the following items: Mobile Phone (Personal and/or School) Phone Numbers of parents and emergency services Medicines as necessary for any children with allergies / medical conditions First Aid Kit: including gloves, ice pack etc.</p>
<p>Risk of abuse overdosing medication or reaction to allergies</p>	<p>Staff Training is required if necessary.</p> <p>The following Policies are in place for the protection of both child and staff:</p> <ul style="list-style-type: none"> <li>✓ Staff Training Procedure/Policy</li> <li>✓ Administration of Medication Policy</li> <li>✓ Child Safeguarding Procedure/Policy</li> <li>✓ Child Protection Policy</li> </ul>

## Implementation and Review:

We recognise that implementation is an ongoing process.



Our service is committed to the implementation of this Child Safeguarding Statement and the accompanying child safeguarding policies and procedures that support our intention to keep children safe from harm while availing of our service.

This Statement was created June 2023 and will be reviewed yearly or as soon as practicable after there has been a material change in any matter to which the statement refers.

This statement has been published on the National School Website and is displayed in a prominent place on the premises.

It has been provided to all staff, volunteers and any other persons involved with the service.

It is readily accessible to parents and guardians on request.

A copy of this Statement will be made available to Tusla and members of the public if requested.

Signed by the Service Provider: \_\_\_\_\_

Date: \_\_\_\_\_

*Lisa Riordan*

*For further information on this Statement,*

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