

What about Church activities?

- Ensuring appropriate levels of supervision are in place for all Church activities.
- Insurance cover is in place.
- Adequate records are kept.
- Yearly parish audit is completed.

Junior & Mixed Choirs

The Choir would need to have at least one or two nominated leaders vetted. All choir members should complete a Declaration Form as part of their recruitment process for the choir.



Sacristy & Altar Server Information



- Official Register to be signed by all those who have occasion to be in the sacristy.
- All altar servers should complete a consent form signed by their parents / guardians.
- Adults should be aware that being alone with a young

person is not appropriate practice—if you cannot avoid being alone with a young person, make sure that there is a door open at all times.

Non-Parish Activities using Parish Premises.

The Rep will ensure Insurance and Childcare Policy in place and that vetting requirements are adhered to. If a group has neither, then they are not permitted to use the Church facilities.



Child Safeguarding Concern

If you have a child safeguarding concern or wish to raise a matter from the past you may contact any of the following:

Designated Liaison Person

Marian Stack Office: 053 9122177
Mobile: 085 1055992

Civil Authorities

Enniscorthy Gardaí: 053 9242580
Tusla: 053 9233465
Gorey Gardaí: 053 9430690
Tusla: 053 9430100
New Ross Gardaí: 051 426030
Tusla: 053 9123522 Ext. 201
Wexford Gardaí: 053 9165200
Tusla: 053 9123522 Ext. 201

For information on Safeguarding Children Training or for general information or queries on Safeguarding issues, please contact:

Safeguarding Coordinator / Support Person

Colette O'Doherty Office: 053 9174972
Mobile: 087 9474513

For local information on Safeguarding practice and policy, liaise with your local Safeguarding Representative whose contact details are available in the sacristy or parlour of your local Church. For further information and further resources, please visit our website: www.ferns.ie

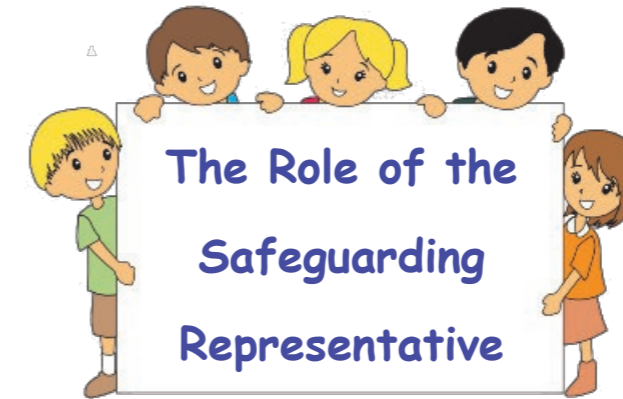
Your local rep is: _____

Telephone Number: _____

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Diocese of Ferns Cherishing Our Children



We believe that every child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.

Why do we need Safeguarding Reps?

The Diocese of Ferns values and encourages the participation of children in the life of the Church and is committed to best practice, ensuring that all children be kept safe from harm or abuse. In order to do this we are committed to:

- * Treating children with respect at all times.
- * Ensuring that children will be listened to and heard.
- * Sharing information about safeguarding and good practice with children, parents, staff, volunteers, clergy and religious.
- * Responding promptly to and sharing information about concerns with the relevant agencies and involving parents and children appropriately.
- * Carefully following the procedures for recruitment, training and management of clergy, religious, staff and volunteers.
- * Being committed to reviewing and evaluating our policy and procedures on an on-going basis.
- * Adopting best practice in accordance with the National Board for Safeguarding Children Standards & Guidance Document.

What is a Safeguarding Representative?

The local Safeguarding Representative is the person within each Parish or Church organisation identified to work on a voluntary basis to help support the Diocese in safeguarding children. Their contact details are available in the sacristy of the local Church.



What does a Safeguarding Representative do?



- Raise awareness of what safeguarding is.
- Disseminate information regarding Safeguarding and circulate information.
- Ensure Church activities are provided in a way that ensures the safety and well being of the children involved.
- Ensure contact details of the Designated Liaison Person (Marian Stack) are widely publicised.

How do we do this?

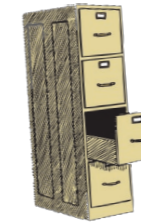
In order to ensure the safeguarding and protection of children the Safeguarding Representatives must ensure the following are completed:

Declaration Forms:

Ensuring that all Church Readers, Collectors, Ushers, Eucharistic Ministers and others who may **not** have regular contact with children, sign the Declaration forms.

Vetting Forms:

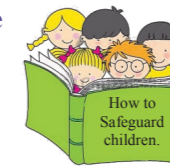
Ensuring Vetting Forms are completed by Eucharistic Ministers who visit homes of the sick (excluding their own relatives), sacristan, person in charge of altar servers, caretakers, directors of junior or mixed choirs and all safeguarding representatives and any other relevant person.



Parental Consent Forms:

Ensuring that all children who wish to join activities e.g. altar servers, youth clubs, etc., have signed consent from their parents. Forms also required when taking children on trips.

How do we raise awareness of Safeguarding?



- Display Diocesan Policy and Code of Conduct on Church Notice Boards, Parish Halls and Sacristy and any other relevant place.
- Put bulletins in Parish Newsletters periodically.
- Alert parishes to training.
- Attend Parish Pastoral Council meetings periodically.
- Refer any concerns/complaints directly to the Designated Liaison Person i.e. Marian Stack.

