



Sunshine

Creche & Montessori *Ltd.*

Sunshine Crèche & Montessori

Child Safeguarding Statement

Sunshine Crèche & Montessori is childcare setting providing full time care, pre-school education and afterschool care to pupils from 4 months to 12 years old.

Service details:

1. Name: Sunshine Crèche & Montessori
2. Type of Service: Crèche/Pre-school/Afterschool
3. Location: Unit 2D, Santry Hall Ind. Est, Dublin 9
4. Size: 8 Staff members/ 1 student/ current number of children enrolled: _____)

Current number of children enrolled to Afterschool Club :12

Current number of staff allocated: 1

The service provides the following services to the afterschool children:

1. Breakfast Club
2. Drop off to school service
3. Collection from School
4. Lunch
5. Homework Club
6. After school Activities: Art/ Drama/ Sport/ Spanish Classes/ DIY

Child Safeguarding Policies and Procedures

Our Child Safeguarding Statement has been developed in line with requirements under the Children's First Act 2015, Children First: Children First National Guidance for the Protection and Welfare of Children DCYA 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 while they are availing of our service:

- Procedure in respect of any member of staff/ volunteer who is subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child availing of our service;
- Procedure for the safe recruitment and selection of workers and volunteers to work with children;
- Procedure for provision of and access to child safeguarding and information; including the identification of the occurrence of harm;
- Procedure for the reporting of child protection or welfare concerns to Tusla;
- Procedure for appointing a relevant person to act as mandatory person; Designated Liaison Person (for Child Protection)
- Sunshine Crèche & Montessori 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.
- Sunshine Crèche & Montessori has provided each member of staff with a copy of the Sunshine Crèche & Montessori Child Safeguarding Statement

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- Ensures all new staff are provided with a copy of the Sunshine Crèche & Montessori Child Safeguarding Statement;
- Encourages staff to avail of relevant training;
- Encourages Board of Management members to avail of relevant training;
- Management maintains records of all staff members training
- In relation to reporting of child protection concerns to Tusla, all Sunshine Crèche & Montessori personnel are required to adhere to the procedures set out in the Children First National Guidance for the Protection and Welfare of Children DCYA 2011 including in the case of registered teachers, those in relation to mandated report in under the Children First Act 2015
- DLP as the 'relevant person' (as defined in the Children First Act 2015) to be the first point of contact in respect of the service child safeguarding statement.

All policies and procedures are available on request.

In accordance with the requirements of the Children's First Act 2015, Children First: Children First National Guidance for the Protection and Welfare of Children DCYA 2017; and Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice

on the preparation of Child Safeguarding Statements Sunshine Crèche & Montessori has agreed the Child Safeguarding Statement set out in this document.

1. Sunshine Crèche & Montessori has adopted and will implement fully and without modification the Department's Child Protection Procedures as part of this overall Child Safeguarding Statement.
2. The Designated Liaison Person (DLP) is: Joanna Zmyslona
3. The Deputy Designated Liaison Person (Deputy DLP) is: Rishet Alem
4. All registered teachers employed by the Sunshine Crèche & Montessori are mandated persons under the Children First Act 2015.
In accordance with the Children First Act 2015, the Board has carried out an assessment of any potential for harm to a child while attending the service. A written assessment setting out the areas of risk identified and the Sunshine Crèche & Montessori Health & Safety Policies and Procedures for managing those risks

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Principles to Safeguard Children from harm:

1. Sunshine Crèche & Montessori recognises that child protection and welfare considerations permeate all aspects of afterschool life and must be reflected in all of the Sunshine Crèche & Montessori policies, procedures, practices and activities. Sunshine Crèche & Montessori will adhere to the following principles of best practice in child protection and welfare. The Sunshine Crèche & Montessori 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 neglecting;
- Develop a practice of openness with parents and encourage parental involvement in the education of their children;
- Fully respect confidentiality requirements in dealing with child protection matters

Child Protection

Sunshine Crèche & Montessori is committed to protecting the rights of children by ensuring their safety and wellbeing while they are using Sunshine Crèche & Montessori services. A culture of listening to young people and a culture of respect and vigilance are central to how we do our work, underpinned by ensuring appropriate reporting procedures are in place to deal with complaints and allegations.

This policy applies to all employees of Sunshine Crèche & Montessori and to all those volunteers, placement students, and others who might find themselves working on the site (within or outside of the Republic of Ireland). It is the responsibility of line managers to bring the existence of this policy to the notice of such people. All staff members, volunteers, placement students and others working on the will be required to provide the appropriate Garda vetting documentation and to sign a declaration that they have read this policy and agree to be bound by it.

Signed declarations will be stored on file in the office.

The purpose of this policy is to provide the framework within which disclosures or allegations of abuse made by children availing of services provided by Sunshine Crèche & Montessori can be received in circumstances which seek to lessen the distress involved

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and which clearly delineate the professional process which must then be followed to minimise the likelihood of further abuse occurring.

Abuse is categorised under four main headings:

- **Neglect** occurs when a child or young person suffers significant harm or impairment of development by being deprived of food, clothing, warmth, hygiene, intellectual stimulation, supervision and safety, attachment to and affection from adults or medical care.
- **Emotional Abuse** occurs when a child's or young person's needs for affection, approval, consistency and security are not met.
- **Physical Abuse** includes any form of non-accidental injury or injury which results from wilful or neglectful failure to protect a child or young person.
- **Sexual Abuse** occurs when a child or young person is used by another person for that person's sexual gratification or arousal or for the gratification or arousal of others.

These definitions are non-exhaustive and are for summary purposes only. Additional examples and further explanation can be found in CHILDREN FIRST.

The policy covering this area is to be found in the Child Protection Statement contained in the CHILD PROTECTION POLICY, which itself is informed by the national guidelines for the protection and welfare of children, as found in CHILDREN FIRST.

Training in CHILDREN FIRST is mandatory for all of Sunshine Crèche & Montessori social care staff and for all others working directly with children.

Procedures

If a child makes a disclosure or allegation of abuse to a member of staff, he/she will

- Manage the environment to minimise the distress involved to the child;
- Inform the child that confidentiality cannot be guaranteed and that child protection practise requires that others be informed;
- Offer reassurance that the child is doing the right thing in making the disclosure;

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- Avoid any appearance of shock or personal distress and avoid any signs which might appear judgemental about any act or person referred to in the disclosure;
- Avoid closed or leading questions and gather only the information required to refer the matter to the Centre's Designated Person for Child Protection or the Co-Designated Person
- Record the alleged facts only, using the exact words used by the child or young person
- Consult with the Designated Person or, if this is not appropriate or possible, with the Co-Designated Person as a matter of urgency.

The Designated Person or Co-Designated Person for Child Protection will comply with the reporting procedure detailed in Child Protection Regulations.

Particular attention is drawn to the Centre's imperative to:

- minimise the likelihood of any further abuse occurring
- avoid any member of staff or management saying or doing anything which may affect any investigation or potential legal proceedings
- to ensure that the Centre's response to disclosure's or allegations of abuse is professional and non-judgemental
- ensure that any potential gaps in the Centre's response to the disclosure or allegation do not occur
- recognise the importance of maintaining professional records and reports, being especially cognisant that these may be central to any subsequent investigation or legal proceedings

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. Please state they are available on request.

Risk of harm Identified	Procedure and/ or policy in place to manage Risk
Risk of bullying of the child	Anti-bullying Policy; staff training (incl. Children First)
Risk of harm of sexual abuse (as defined in the	Child Safeguarding Policy, Garda Vetting of each

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Children First Act 2015) of a child by a member of staff/ volunteer	volunteer, staff member; staff training (incl. Children First)
Risk of harm of physical/ psychological/ emotional harm (as defined in the Children First Act 2015) of a child by a member of staff/ volunteer, stranger, peer, visitor to the service	Child Safeguarding Policy, Garda Vetting of each volunteer, staff member; staff training (incl. Children First)
Risk of harm (as defined in the Children First Act 2015) through the use of unauthorised photography	Child Safeguarding Policy, Garda Vetting of each volunteer, staff member, parental media consent; staff training (incl. Children First)
Risk of harm (as defined in the Children First Act 2015) through social media, internet use	Child Safeguarding Policy, Garda Vetting of each volunteer, staff member, parental media consent; staff training (incl. Children First)
Risk of harm (as defined in the Children First Act 2015) of a child on outings by a member of staff/volunteer/stranger/peer;	Child Safeguarding Policy, Garda Vetting of each volunteer, staff member, parental outing consent; staff training (incl. Children First)

Implementation and review

- We recognize 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 will be reviewed on 20/03/2022 or as soon as the practicable after there has been material change in any matter to which the statement refers.
- This statement has been published on the service website and is displayed in a prominent place on the premises.
- It has been provided to all staff, volunteers and any other person 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.

Designated Person

The role of the Designated Person for Child Protection is:

- to receive and evaluate all Child Protection concerns
- to maintain a file on each Child Protection issue raised
- to contact the Health Service Executive and An Garda Síochána as necessary where objectively serious concern is deemed to exist
- to maintain on-going links with the Health Service Executive and An Garda Síochána and to ensure all relevant information is passed to them

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- to advise on all matters relating to Child Protection, including the nature of all complaints or allegations made and their on-going status.
- to ensure and monitor the provision and adequacy of Child Protection training to all Centre staff and volunteers.

The Designated Person will maintain his/her training and awareness of Child Protection issues and ensure he/she is updated on pertinent developments.

The Designated Person is the first person to whom a concern in respect of a Child Protection issue should be addressed. In the absence of the Designated Person, due to illness or annual leave, the Co-Designated Person will be available.

In cases where it is inappropriate for the Designated Person to investigate a Child Protection concern, for example, where a complaint or allegation has been made about the Designated Person, the role of Designated Person will be taken on by the Co-Designated Person.

The Designated Person for Sunshine Crèche & Montessori is:

- Joanna Zmyslona - Manager

She is available at 01 80 600 41/ 085 815 52 57

The Co-Designated Person is:

- Rishet Alem - Supervisor

She is available at 01 80 600 41/ 085 815 52 57

Signed: _____Joanna Zmyslona_____ Date: _____19/03/2021_____

For further information on this Statement, Contact Relevant Person:

Joanna Zmyslona- Manager

Rishet Alem- Manager Assistant

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