

1. Name of service being provided:

The Source Arts Centre is located in Thurles, Co. Tipperary: An Arts Centre including:

A 250 seated Auditorium
A Visual Arts Gallery,
Workshop space known as 'The Community Space'
Dressing Rooms X 2
Green Room X 1
Restaurant/Café
Administration Office

and ancillary facilities.

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

The Source Arts Centre service includes the provision of performance, music, dance, cinema and other varied artistic or cultural events, including workshops and classes for adults and young people. The venue hosts specific youth-oriented programmes including Fracture Youth Theatre, our Summer Youth Project and a number of individual projects for young people.

Source Arts Centre is committed to a young-person centred approach in our work. We undertake to provide a safe environment and positive experience, the welfare of the young person being of paramount importance.

We will adhere to *Children First: National Guidance for the Protection and Welfare of Children (2017)*.

We have developed policies and procedures to ensure this commitment is enshrined in all aspects of the youth theatre. Our Child Protection Policy incorporates all policies and procedures that relate to work with young people. The Board of Source Arts Centre recognises it holds ultimate responsibility for the wellbeing of staff, tutors, and volunteers. Our policy is targeted at all adults involved in The Source Arts Centre, be they staff or volunteers. Parents /guardians will be informed of relevant policies and procedures. Youth Theatre, workshop groups or other youth orientated project members will be informed of procedures and policies as they relate to their participation.

We work with young people aged 2- 18 years.

We carry out a range of related arts and activities including:

- Visual Art Workshops And Classes
- Drama Workshops
- Theatre Productions
- Rehearsals
- Music Workshops
- Music rehearsals
- Trips away
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3. Risk Assessment

Section 2 of the Children First Act 2015 defines harm as follows: ‘harm means in relation to a child– (a) assault, ill-treatment or neglect of the child in a manner that seriously affects, or is likely to seriously affect the child's health, development or welfare, or, (b) sexual abuse of the child.’

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
1	Risk of harm not being recognised by staff, group tutors, workshop leaders, youth theatre personnel (committee members, leaders, staff or volunteers)	<ul style="list-style-type: none"> • Provision of and access to child safeguarding training and information for staff, including the identification of the occurrence of harm and including training courses and Tusla’s online Child Protection Training – Children First E-Learning.
2	Risk of harm not being reported properly and promptly by staff, tutors or personnel	<ul style="list-style-type: none"> • All personnel are provided with procedures for the reporting of child protection or welfare concerns in a timely manner to Designated Liaison Person/Tusla/Gardai through our child protection policy. Including information on the role and responsibilities of the Designated Liaison Person (DLP) and Deputy Designated Liaison Person.
3	Risk of young person being harmed by staff, tutors or personnel	<ul style="list-style-type: none"> • Provision for the safe recruitment and selection of workers and volunteers to work with children including procedure for Garda Vetting. • Code of behaviour for staff/volunteers included in anti-bullying and harassment policy in staff manual.
4	Risk of harm due to bullying of a young person	<ul style="list-style-type: none"> • Code of behaviour for staff/volunteers included in anti-bullying and harassment policy in staff manual. • A group contract/code for members when starting in any youth-focussed group.
5	Risk of harm due to inadequate supervision of young people	<ul style="list-style-type: none"> • An appropriate ratio of adults to young people is put in place for each events/classes/workshops/meetings held in Source or run by Source. The ratio may vary depending on the

		particular situation, the age of the participants and their dis/ability or other special needs.
6	Risk of harm due to inappropriate relationship/ communications between staff, tutors or personnel and a young person	<ul style="list-style-type: none"> • Policy on Communications with young people. • Staff/Tutors or personnel to identify themselves in all correspondence. • Correspondence to be limited and relate to specific project young person is involved with only • Code of Behaviour for staff /volunteers
7	Risk of harm caused by staff, tutors or personnel communicating with young people in an inappropriate manner via social media, texting, digital device or other manner.	<ul style="list-style-type: none"> • Policy on Communications with young people. • Staff/Tutors or personnel to identify themselves in all correspondence. • Correspondence to be limited and relate to specific project young person is involved with, only
8	Risk of harm due to inappropriate use of images of young people	<p>When organising events/classes/workshops/meetings for children/young people or their attendance at same, the following information and documentation is requested by Source in relation to each child/young person attending:</p> <ul style="list-style-type: none"> • An application form which will include parental consent; • Contact details for the family/guardians, including emergency contact numbers; • Any relevant medical information; • Information relating to any special needs which the child or young person may have in terms of access, diet, language assistance, etc.; • Permission to take photography / video event will also be requested at this juncture. • Use of photographs is limited to specific group use.

9	Risk of harm due to inappropriate use of young people's personal data.	<ul style="list-style-type: none"> • Use of personal data is limited and relates to specific project young person is involved with, only. • Confidentiality policy based on any interaction with public data.
10	Risk of harm due to inappropriate monitoring of young people	<ul style="list-style-type: none"> • An appropriate ratio of adults to young people is put in place for each events/classes/workshops/meetings held in Source or run by Source. The ratio may vary depending on • the particular situation, the age of the participants and their dis/ability or other special needs.
10	Rental of building by tutors or workshops who work with children, noting parents and others interaction in this regard.	<ul style="list-style-type: none"> • Procedure for Rental Clients to be included in rental contracts: • All clients renting space to run private classes must be aware of and adhere to the Source Child Protection Policy • All clients are expected to adhere to best practice in their own procedures for classes • In the case of a rental for workshops. The client is responsible for the health and safety / conduct and child protection of the young people involved. • All class participants must remain in the spaces hired unless authorised • Children changing their clothes, or being changed in a public area is not permitted. • Parents/Guardians to wait in the agreed area for their children.

4. Procedures

Our Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015 and in line with *Children First: National Guidance for the Protection and Welfare of Children (2017)*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children and young people while they are availing of our service:

- Procedure for the management of allegations of abuse or misconduct against workers/volunteers of a child/ young person availing of our service are available in our Child Protection Policy
- Our Mandated Person is **Brendan Maher – Artistic Director**. Mandated person to be appointed by Board.
- Our Designated Liaison Person is **Eloise Gilsenan**
- Our Deputy Designated Liaison Person is: **Brendan Maher**
- The Relevant person of The Source Arts Centre is **Brendan Maher – Artistic Director**

- Complaints Policy/Procedures (Child Protection Policy/Staff Handbook)
- Disciplinary/Appeals Procedures (Staff Handbook)
- Procedures for Trips Away/Residentials (Policy on Trips Away)
- Health and Safety Policy and Procedures (Source Health and Safety Document)
- Policy on Informing Parents
- Guidelines on Dealing with Disruptive Behaviour (per Group Contract/Code Of Behaviour)
- Policy on Interagency Cooperation (Child Protection Policy)

All procedures listed are available upon request.

5. Implementation

The Source Arts Centre recognises that implementation is an on-going process and will update this Child Safeguarding Statement as appropriate. Our service is committed to the implementation of this Statement and the procedures that support our intention to keep children safe from harm while availing of our service.

This Child Safeguarding Statement will be reviewed on **15/11/20** or as soon as practicable after there has been a material change in any matter to which the statement refers.



Signed: Brendan Maher _____ (Provider)

For queries, please contact Artistic Director: Brendan Maher on 0504 90204 or by email: director@sourcearts.ie – the noted ‘Relevant Person’ under the Children First Act 2015.

Note: This Child Safeguarding Policy is based on documents from:

- Children First: National Guidance for the Protection and Welfare of Children (2017)
- Guidance on Developing a Child Safeguarding Statement (www.tusla.ie)
- Youth Theatre Ireland’s Update on Children First Legislation.