

Parish of Inishmagrath Policy Statement

We in the Parish of Inishmagrath value and encourage the participation of children and young people in all diocesan and parish activities that encourage their spiritual, emotional, physical and social development.

While recognising the dignity and rights of all children, we will endeavour to do all in our power to create safe environments for children and young people in order to secure their protection and enable their full participation in the life of the Church.

Parish of Inishmagrath, October 2007

Parish of Inishmagrath Child Protection - Procedures

The Pastoral Council of the Parish of Inishmagrath has approved the following procedures for the protection of children:

- 1) A parent or guardian will sign consent for each young person taking part in church activities.
- 2) A duty roster of adults working on behalf of the church to ensure adequate supervision of young people at all times.
- 3) Appropriate supervision ratios of an adult working on behalf of the church to young people while maintaining the practice of ensuring that no young person is left alone with a person working on behalf of the church. Children will not travel alone in cars etc with an adult working on behalf of the church. This will apply to diocesan and parish based activities or away trips e.g. retreats, pilgrimages, etc.
- 4) A code of conduct for all adults working on behalf of the church and for young people. Adults working on behalf of the church will sign a form of approval of the code of behaviour and parents will sign the form of approval on behalf of their child.

- 5) Adequate record keeping processes which include; Participant Forms, Incident/Accident Report Forms, Staff/Volunteer Application Forms, Declaration Form for all Adult Leaders, Medical Information and Treatment Permission, Programme Attendance Records, POCVA check for Adult Leaders where appropriate, and Training Records.
- 6) Contact information for parents / guardians
- 7) Procedures for recruitment, management and overseeing adults working on behalf of the church with young people.
- 8) A clearly communicated Accident / Emergency plan for the duration of church activities.
- 9) Pre-check on accommodation and transport for away trips.
- 10) Photography / imagery of young people by adults working on behalf of the church for promotional or other purposes that would be injurious to young people is forbidden.
- 11) Information sessions for all young people and their parents regarding activities, policy, code of behaviour and procedures.
- 12) Training for all adults working on behalf of the church regarding policy, code of behaviour and procedures.
- 13) A clear complaints procedure for use by young people, a parent, guardian or adults working on behalf of the church who are dissatisfied with any aspect of activities / services provided.
- 14) A clear policy will be in place regarding the use of computers.
- 15) Reviewing these procedures periodically.

Parish of Inishmagrath Child Protection Code of Conduct

The Pastoral Council of the Parish of Inishmagrath has approved the following Child Protection Code of Conduct:

- 1) Young people and adults working on behalf of the church will be treated and will treat each other with courtesy, respect and dignity at all times.
- 2) Young people will not be permitted to consume alcohol, smoke or take non-prescriptive drugs while participating in activities, in keeping with civil law both in the Republic of Ireland and in Northern Ireland.
- 3) There will be appropriate supervision ratios of adults working on behalf of the church to young people while maintaining the practice of ensuring that no young person is left alone with an adult working on behalf of the church. Children will not travel alone in cars, etc. with an adult working on behalf of the church. This will apply to diocesan and parish based activities or away trips e.g. retreats, pilgrimages, etc.
- 4) Care will be taken to ensure that when working with mixed gender groups, adults working on behalf of the church of appropriate gender will work in pairs.
- 5) That adults working on behalf of the church will not consume alcohol, smoke or take non-prescriptive drugs while having responsibility for in the presence of young people.
- 6) Young people or adults working on behalf of the church will not permit bad language or offensive comments.
- 7) Young people or adults working on behalf of the church will not engage in rough play with other young people or infringe on personal boundaries whereby physical integrity is compromised.
- 8) Adults working on behalf of the church will not undertake any task of a personal nature with / for young people except in cases of medical necessity when the welfare of the young person depends on it.
- 9) Adults working on behalf of the church will always engage with young people in an open and transparent manner and care will be taken not to show favouritism.
- 10) There will be clearly designated adults working on behalf of the church within each group with whom young people can speak about their experience and raise concerns if necessary.

- 11) The diocese will have a designated person assigned to whose immediate attention all concerns and / or complaints can be brought.
- 12) The designated person will respond promptly to all concerns and liaise with the appropriate civil and church authorities.
- 13) A disciplinary code of conduct and appropriate sanctions should be agreed in consultation with adults working on behalf of the church and with young people.
- 14) Inappropriate use of videos, DVDs', cameras and picture mobile phones will not be allowed by adults working on behalf of the church and young people while participating in church activities. All mobile phones will be kept on silent or turned off during church activities.
- 15) Adults working on behalf of the church and young people must refrain from inappropriate use or damage to property and must at all times endeavour to treat property with respect.
- 16) Clear procedures will be followed when taking young people away on day trips, residential trips and pilgrimages.
- 17) Adults working on behalf of the church and young people must adhere to the computer policy.
- 18) Reviewing this code of conduct periodically.