



Diocese of Kerry

Safeguarding Children

Standards and Guidance Document
for the Catholic Church





"Let the little children alone, and do not stop them coming to me; for it is to such as these that the Kingdom of heaven belongs." Mt. 19:14

Message from the Bishop of Kerry

Children are a central part of our mission and ministry in the Diocese of Kerry. Every child is made in the image and likeness of God and has a right to be heard, nurtured and protected in a safe and loving way. All children need protection and care from all those into whose care they are entrusted. With this in mind, the Committee for Safeguarding Children in the Diocese of Kerry has drawn up diocesan policies and procedures, which guide how children are cared for as they participate in the various activities of our local faith community. I fully endorse these policies and procedures.

The Committee is made up of a group of professional people, laity and clergy with expertise in the fields of parish ministry, education, pastoral care, counselling/psychology, medicine and law. The policies contained in this booklet are being implemented through the Safeguarding Children Training Programme, which is already underway in parishes across the diocese.

I congratulate the Committee and the Trainers for the great work that has been done in this regard so far. I look forward to the continuing development of best practices for working with children and young people, in keeping with statutory guidelines and the principles underpinning Safeguarding Children - Standards and Guidance Document for the Catholic Church in Ireland.

I thank all those people in our parishes who give so generously of their time and talents in the very important ministries and activities that serve children and young people. I am confident that the measures we are putting in place will help enhance the experience of children and young people in our parishes and assist their parents in raising their children in the love and knowledge of Christ.

+ Bill Murphy

+ Bill Murphy
Bishop of Kerry



Table of Contents	Pages
Diocesan Child Protection Policy Statement and Contact Details	4
Ráiteas Dheoise Chiarraí um Pholasaí Chosaint Leanaí agus Sonraí Caidrimh	5
General Principles Guiding Best Practice for Ministry with Children and Young People	6
Definition of Child Abuse	7
Diocesan Code of Best Practice Procedures	8
Communicating with Parents and Guardians	9
Confidentiality Statement	9
Role of Designated Officers	10
Role of Parish Representatives	11
Dealing with Allegations	12
Recruitment Procedures	13
Supervision of Activities	14
Diocesan Code of Conduct for Adults working with Children and Young People	15
Diocesan Code of Conduct for Children and Young People	16
Guidelines for Trips Away from Home	17
Ministry of Altar Servers	18
Diocesan Committee	19



Diocesan Child Protection Policy Statement and Contact Details

The Diocese of Kerry seeks to proclaim the Kingdom of God and to make known the Good News of Christ more fully through worship, service and witness. In keeping with this aim, ministry with children and young people in the Diocese is informed by the Gospel values of Truth, Justice and Love.

The Diocese of Kerry values and encourages the participation of children and young people in parish liturgies and in activities that enhance their spiritual, physical, emotional and social development. We recognise and uphold the dignity and rights of all children and young people. We are committed to their protection and support in a way that promotes their human dignity and integrity as children of God.

In keeping with this, we undertake to do all in our power to create safe environments for children and young people, and to ensure their protection from either physical, sexual and emotional abuse or neglect.

We recognise that all involved in working with children and young people have a special duty of care towards them. We are committed to putting procedures in place through which this care is put into effect so that the rights of children and young people to safely and actively participate in the life of the Church are upheld.

For further information on the parish policies, please contact the parish representatives for Safeguarding Children

Diocesan Child Protection Contact Details

If you have a child protection concern or wish to report an allegation, please contact one of the following:

Diocese of Kerry

The Designated Officer for the Diocese of Kerry: Tel:(087)6362780

HSE:

Duty Social Worker – North Kerry, Tel:(066) 7121566. South Kerry, Tel. (064) 6636030.
North Cork Tel. (022) 54100 West Cork, Tel.(028)40447

The Gardaí:

Tralee	(066) 7102300	Killarney	(064) 6671160
Caherciveen	(066) 9473600	Listowel	068) 50820
Kanturk	(029) 20680	Bantry:	(027) 20860

The above information is provided in poster form for all parishes and should be displayed in a prominent place in each church in the Diocese.



Ráiteas Dheoise Chiarraí um Pholasaí Chosaint Leanaí agus Sonraí Caidrimh

Tá Deoise Chiarraí ag iarraidh dea-scéal Chríost a chur in iúl níos iomláine trí adhradh, sheirbhís agus fianaise. Dá réir sin tá an mhinistreacht le leanaí agus óige na deoise á múnlú ag trí luacha den Soiscéal: fírinne, ceart agus grá.

Tá meas ag Deoise Chiarraí ar pháirtíocht na leanaí agus na hóige i liotúirgí agus in imeachtaí a chabhraíonn lena bhforbairt spioradálta, fisiciúil, móthálach agus sóisialta agus tacaíonn leo. Tuigimid agus caomhnaímid dínit agus cearta na leanaí agus na hóige go léir. Glacaimid leis mar dhualgas tacú le leanaí agus iad a chosaint i slí a chuireann a ndínit dhaonna agus a n-ionracas mar chlann Dé chun cinn.

Dá bhrí sin cuirimid romhainn a bhfuil ar ár gcumas a dhéanamh chun timpeallachtaí sábháilte a sholáthar do leanaí agus don óige agus a gcosaint ó dhroch-úsáid nó faillí fhisiciúil ghnéasach nó mothálach.

Tuigimid go bhfuil dualgas ar gach éinne atá ag obair le leanaí agus leis an óige cúram ar leith a dhéanamh díobh. Tá glactha againn leis beartais a chur ar bun trína gcuirfear an cúram seo i gcrích i dtreo go gcuirfear cearta leanaí agus daoine óga chun sábháilteachta agus páirtíochta i saol na hEaglaise chun cinn.

Le breis eolais a fháil ar pholasaithe déan caidreamh le hionadaithe an pharóiste um Chosaint Leanaí.

Sonraí faoi Chaidreamh um Chosaint Leanaí sa Deoise:

Má tá fadhb faoi chosaint leanaí dod' bhuaireamh nó más mian leat tuairisc a thabhairt faoi líomhain déan teagmháil le:

Deoise Chiarraí:

Oifigeach Ainmnithe Dheoise Chiarraí

Tel. (087) 6362780

HSE:

Oibrí Sóisialta ar Dualgas:

Ciarraí Thuaidh: Tel. (066) 7121566.

Ciarraí Theas: Tel. (064) 6636030.

Corcaigh Thuaidh: Tel. (022) 54100.

Corcaigh Thiar: Tel. (028) 40447.

Na Gardaí:

Trá Lí (066) 7102300

Cill Airne (064) 6671160

Cathair Saidhbhín (066) 9473600

Lios Tuathail (068) 50820

Ceann Toirc (029) 20680

Beantraí (027) 20860.

Tá an fhaisnéis romhainn ar fáil i bhfoirm póstaer do gach paróiste agus ní foláir é a bheith le feiscint in áit shoiléir i ngach eaglais agus séipéal sa deoise.



General Principles Guiding Best Practice for Ministry with Children and Young People

The Diocese of Kerry:

- Values and encourages the active participation of children and young people in the life of the Church in ways that enhance their physical, emotional and spiritual growth within the safe, secure and welcoming environment of their faith community. Each child/young person should feel valued, encouraged and affirmed.
- Recognises and upholds the fundamental right of each child and young person to be respected, nurtured, cared for and protected. These rights are embedded both in our Gospel values and in civil legislation.
- Acknowledges and reaffirms its commitment to the care and protection of children and young people as 'children of God', with intrinsic dignity and irreducible worth.
- Believes that the Safeguarding of Children is everyone's responsibility, but accepts that all those working with children and young people in Church ministries have a special duty of care towards them.
- Is committed to 'best practice' in the area of Safeguarding Children, including:
 - * the development of effective structures for safeguarding children and young people
 - * responding to suspicions or allegations of child abuse, which includes cooperating with the relevant civil authorities
 - * providing pastoral support and training for all Church personnel.
- Is willing to listen to children and young people and involve them, where appropriate, in decision-making.
- Promotes an ethos and approach, which at all times gives paramount consideration to the welfare of the child and young person.
- Is committed to communicating our safeguarding message to all children and adults throughout the Diocese.
- Is committed to following the procedures set out on page 12 of this document relating to responding to allegations of abuse:



- * respond to the needs of the child
- * inform the primary carers unless the action puts the child at further risk
- * inform the Diocesan Designated Officer and/or Duty Social Worker/and/or An Garda Síochána
- * in the event of a complaint against a member of staff or volunteer, we will immediately ensure the safety of the child and inform the parents/ guardians/ primary carers as appropriate.

Definition of Child Abuse

The Diocese of Kerry recognises child abuse as being neglect, physical, sexual and emotional abuse as defined in the State Guidelines *Children First* and *Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland*.

Neglect – where the child 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.

Sexual Abuse – when a child is used by another person for his or her gratification or sexual arousal or for that of others.

Physical Abuse - any form of non accidental injury, which results from the wilful or neglectful failure to protect a child.

Emotional Abuse - occurs when the child's needs for affection, approval, consistency and security are not met.

Children First, National Guidelines for the Protection and Welfare of Children,
Dublin: Stationery Office, 1999, pp. 125–131

***Safeguarding Children
Standards and Guidance Document for the Catholic Church in Ireland***
The National Office for Safeguarding Children. 2008 pp. 73 – 76.



Diocesan Code of Best Practice Procedures

In order to support the Diocesan Child Protection Policy, the Diocese of Kerry is committed to putting procedures in place to ensure the welfare and protection of children and young people, together with the welfare of those who work with them. **The welfare of the child is always paramount.**

These procedures are accessible to all who are working with children and young people. They will be reviewed every 3 years in keeping with current child protection procedures.

This document outlines the procedures which need to be put in place as follows:

- A code of conduct for all adults, children and young people
- A clearly defined process for the recruitment, selection and supervision of adults working with children and young people, which will include volunteer/employment application forms, Garda Vetting, and proof of identification
- Declaration forms for all adult leaders
- Induction and training records
- Attendance records
- Procedures for reporting Child Protection concerns and complaints
- Appropriate supervision ratios of adults to children and young people, while maintaining the practice that no child or young person is left alone with an adult
- Adequate record keeping processes including:
 - ✓ Record of activities and participants
 - ✓ A clearly communicated Accident and Emergency plan
 - ✓ Medical information and treatment permission, as appropriate for all children and young people
 - ✓ Signed parental/guardian consent for each child and young person
 - ✓ Participant forms
 - ✓ Incident/Accident report forms
 - ✓ Attendance records
 - ✓ Contact information for parents/guardians
 - ✓ Case files detailing allegations and responses
- Named group leader/designated person who can be contacted in relation to any query about good practice procedures. Every action and procedure must consider the overall needs of the child
- Actions taken to protect the child should not in themselves be abusive or cause the child unnecessary distress.



Communicating with Parents & Guardians

Parents and guardians will be informed of all aspects of the ministry and/or pastoral activity in which their child is involved. It is our policy to actively share information with the parents/guardians including, information relating to pilgrimages, retreats or other trips away, transport to and from events, etc. It is our practice to obtain written parental/guardian consent prior to a child taking up an activity and to communicate with parents/children regarding the participation requirements.

Confidentiality Statement

The Diocese of Kerry recognises the importance of ensuring peoples' right to confidentiality. The Diocese is committed to keeping all personal information about children and their families confidential. The only exception may be when child protection or welfare concerns arise in relation to a child. In this situation, information will be shared on a need to know basis in the best interest of the child as follows:

Information will only be forwarded on a "need to know" basis in order to safeguard the child/young person;

Giving information to appropriately designated persons and/or statutory authorities for the protection of a child is outside the limits of professional confidentiality;

Primary Carers have a right to know if personal information is being shared and a report is being made to the HSE, unless in doing so could put the child at further risk.



The Designated Officer(s)

It is the Designated Officer's responsibility to receive information where it is alleged or suspected that a child(ren) has been or is being abused by any member of the church, including volunteers.

The Designated Officer is responsible for managing the allegation/disclosure or concern from start to finish including:

- (a) the preliminary internal enquiry;
- (b) referral to the HSE/Garda Síochána;
- (c) any subsequent internal investigations. (Standards and Guidance P.84)

Role of the Designated Officer(s)

1. Receive information about a concern or allegation
2. Ensure that the procedures outlined in *Safeguarding Children - Standards and Guidance Document for the Catholic Church in Ireland* have been followed, and ensure that a referral has been made to the statutory authorities.
3. Create a child protection case file for every referral. This must include a log of actions, events and information received. Entries should be made as soon as possible after the event but before the end of that day. They must be timed, dated and signed.
4. Place all written records in connection with the case in the Child Protection Case File.
5. Explain the procedures to the person who has raised the concern.
6. Inform the Church Authority that a complaint has been made.
7. Inform the alleged perpetrator that an allegation has been made, the nature of the allegation and the procedures that are being followed. He/she should be offered the services of an Adviser.
8. Keep the person who raised the allegation and the alleged perpetrator informed on how the inquiry is progressing.
9. Obtain a written report on the outcome of any investigations from the HSE/An Garda Síochána.
10. Conduct an internal investigation at the conclusion of any external investigation.

Designated Officers for the Diocese of Kerry

Designated Officer: Very Rev. Pádraig Walsh (087) 6362780

Deputy Designated Officer: Rev. John Quinlan



Childrens' involvement in Church activities takes place mainly at parish level. It is at this level that the need for awareness of principles and procedures for child protection is greatest, and where the commitment of everyone involved with children is crucial.

(Our Children, Our Church P.16)

Parish Safeguarding Representatives

- Two Local Safeguarding Children Representatives are required in each parish to work alongside the relevant Church authority.
- The persons appointed need to have the personal qualities, interest and life experience fitting to the tasks involved.
- The position is voluntary, but Parish Safeguarding Representatives will be provided with induction, support and regular training.
- The Representative need not be a paid employee nor a professional or expert, and is likely to be a lay person.
- He/ she will be given a role specification, be required to undergo training and will be able to draw on help and support.

Role of Parish Representatives

The role of the Parish Representative is to promote the safeguarding of children within Church organisations by:

1. Raising awareness of what safeguarding children is through facilitating information sessions.
2. Disseminating information on *Safeguarding Children – Standards and Guidance Document for the Catholic Church in Ireland* and circulating information widely to the public, especially among Church based organisations.
3. Ensuring that any activities run within Church organisations are provided in a manner that ensures the safety and well-being of the children involved (for example, appropriate level of supervision for the activity, insurance etc).
4. Ensuring that the contact details of the Designated Officer is widely publicised.
5. The parish representative will help the parish to undertake the following:
 - Agree a policy statement about the parish vision for children in the local community and their commitment to protect children;
 - Implement basic procedures that will show how the policy statement is followed through;



Safeguarding Children

- Put in place a code of conduct, that is a list of ways staff and volunteers will conduct themselves when working with children and young people and a code of conduct for children;
 - With the assistance of the Trainers and the Diocesan Coordinator for Safeguarding Children, review and support the implementation of Diocesan Policy within the parish;
 - Liase with the Diocesan Coordinator for Safeguarding Children and the Diocesan Committee for Safeguarding Children to receive support/advice and to review the implementation of Diocesan Policy within the parish.
6. Facilitate anyone who needs to make a complaint and/or requires pastoral care by ensuring that contact information for the relevant Church and Statutory Personnel for Safeguarding Children is made known within the parish.

The overall responsibility for safeguarding children in any Church organisation remains with the relevant Church authority, such as the parish priest.

(Standards and Guidance P.54)

Dealing with Allegations

Some Parish Safeguarding Representatives may be child protection professionals and may be tempted to initiate investigative action because of their knowledge and expertise. Such blurring of boundaries between roles should be avoided. (Standards and Guidance P.88)

The parish representative does not have an investigative role. It is the statutory duty of the civil authorities, not individuals or organisations, to investigate reports of child abuse.

The Role of the Parish Representative in relation to allegations

- a. Inform the Designated Officer immediately upon receipt or notification of an allegation, suspicion or concern about abuse of a child, current or historical, from any person.
- b. Whenever possible and practical take notes during the conversation. (Always ask permission to do this). Where it is not possible to do this, make a written record as soon as possible afterwards. Record the time, date and location. (See notes received at training).
- c. Co-operate, contribute to and assist any investigation being undertaken by the HSE/An Garda Síochána or the Designated Officer with any practical help.
- d. The Parish Representative must not take on the role of support person to the person raising a concern/making an allegation or disclosure; nor should he/she take on the role of adviser to the respondent. (Standard and Guidance P.88)



Recruitment Procedures

The procedures for recruiting personnel will include:

1. All vacancies (paid or voluntary) should be openly advertised .
2. Develop clear job description.
3. Applicants will be required to complete the following forms:
 - Application form for Adult Volunteers/Leaders
 - Declaration form
 - Garda Vetting form
4. Applicants will provide proof of Identification that is, photo ID.
5. Applicants will submit names of two referees (not family members) who can provide references. References will be received in writing and followed up. Verbal contact **must** be made with all referees.
6. Up-to-date files should be kept with the parish records in respect of all personnel. These would include application forms, references and other relevant documentation.
7. An interview will take place – at least two interviewers present.
8. All personnel should undertake a recognised programme of Child Protection Training.

Please note that training support and all relevant forms are provided during the course of the parish representative training programme that is offered through the Diocesan Trainers for Safeguarding Children. The relevant forms are available on dioceseofkerry.ie and can be emailed to parishes on request.



Supervision of Activities

There should be an appropriate supervision ratio of adults to children and young people at all times ensuring that no child or young person is left alone with an adult.

Recommended Supervision Ratios: *Safeguarding Children - Standards and Guidance Document for the Catholic Church in Ireland* P.44

Under 8 years

0 to 2 years = one adult to 3 children

2 to 3 years = one adult to 4 children

3 to 7 years = one adult to 8 children (6 children for outdoor activity)

8 years and over

2 adults to 20 children (15 children for outdoor activity)

There should be one additional adult for every 8 children

The minimum adult/young person ratio should ideally be **one adult per group of eight plus one other adult, and allowing an additional adult for each group of eight thereafter.**

- ▶ Local circumstances, the ages of the children, the experience of the volunteers and the staff should be taken into consideration
- ▶ Safety, ability/disability of young people and the nature of the activities being undertaken may require that these ratios be considerably lower
- ▶ Mixed gender groups must have an appropriate number of male and female adult leaders
- ▶ A duty roster of adults to ensure adequate supervision of children and young people at all times must be drawn up
- ▶ Parents will have access to a list of named group leaders for activities involving their children and young people
- ▶ All those wishing to be a volunteer or leader in Church organisations in the Diocese of Kerry must:
 - Complete and sign the Application Form for Adult Volunteers/Leaders
 - Complete and sign the Declaration Form
 - Provide Garda clearance
 - Agree to abide by and sign the Code of Conduct
 - All children and young people who wish to participate in activities/special activities organised by the Diocese of Kerry must complete and sign the appropriate Participant Application Form. This form must also be completed and signed by a parent or guardian of the child or young person.



Diocesan Code of Conduct for Adults working with Children and Young People

This Code of Conduct applies to all adults who work with children and young people on a professional or voluntary basis in Church related activities and to all children and young people in their care.

All persons working with children and young people must sign and adhere to the Diocesan Code of Conduct.

All children must sign and adhere to the Diocesan Code of Conduct for children and young people.

- ▶ Children and young people will be treated with courtesy, respect and dignity.
- ▶ Adults working with children and young people will be treated with courtesy, respect and dignity.
- ▶ Adults must not work in isolation with children and/or young people. In instances where pastoral need may require privacy for a young person, working in isolation should be undertaken in a transparent and open manner..
- ▶ Leaders will always engage with children and young people in an open manner, taking care not to show favouritism.
- ▶ Physical contact between children/young people and leaders must be appropriate at all times. Leaders will not engage in rough play with each other or with children and young people.
- ▶ Photographs of children/young people engaged in Church related activities may only be taken and/or made public with parental and the child's consent. Names of children must not accompany photographs.
- ▶ Children/young people will not be permitted to consume alcohol or use illicit drugs when participating in Church related activities.
- ▶ Adults will not consume alcohol or use illicit drugs while having responsibility for or in the presence of children/young people.
- ▶ Personal details of children and young people will be held only by named leader/designated person.
- ▶ Adults working with children and young people will not give their personal details to children and young people in their care.
- ▶ Inappropriate or vulgar language is not permitted.
- ▶ Every action and procedure must consider the overall needs of the child.
- ▶ Actions taken to protect the child should not in themselves be abusive or cause the child unnecessary distress.
- ▶ Where there is a conflict between protecting the child and the rights of carers and adults, the welfare and best interest of the child are the first and primary considerations.



Diocesan Code of Conduct for Children and Young People

A code of conduct specific to children and young people must be drawn up in direct consultation with children and young people. **It is important that each group of children and young people directly contributes to the formation of their code of conduct.**

The following points should be used as a minimum standard:

- ▶ Children and young people will be aware that leaders also have a Code of Conduct
- ▶ Children and young people will respect the fact that leaders will not work alone with children and young people
- ▶ Children and young people will treat each other and their leaders with courtesy, respect and dignity
- ▶ Children and young people will not be permitted to engage in substance abuse or to consume alcohol or smoke, in keeping with civil law
- ▶ Inappropriate language or sexually suggestive comments will not be permitted by children or young people
- ▶ Physical contact between children and young people will be of an appropriate nature at all times
- ▶ Rough play will not be permitted

Anti-bullying Policy

Childrens' views will be welcome. Children will have a voice and will be listened to.

The following are some examples of bullying. However, this list is not exhaustive and the children and young people will have many other points to list:

- ▶ Name Calling
- ▶ Fighting/kicking/punching
- ▶ Making suggestive comments
- ▶ Intimidation
- ▶ Threatening
- ▶ Ignoring/excluding
- ▶ Damaging property
- ▶ Spreading rumours
- ▶ Sending abusive text messages



Guidelines for Trips Away From Home

- ▶ All trips need careful advance planning including adequate provision for safety with regard to transport, facilities, activities. A risk assessment should be carried out in advance. Adequate insurance must be in place.
- ▶ Written parental consent must be obtained well in advance for each specific trip and related activities.
- ▶ A copy of the itinerary and contact telephone numbers should be made available to parents or guardians.
- ▶ There must be adequate and, where possible, gender-appropriate, supervision for boys and girls.
- ▶ Arrangements and procedures must be put in place to ensure that rules and appropriate boundaries are set and maintained in the relaxed environment of trips away.
- ▶ Particular attention should be given to ensuring that the privacy of young people is respected when they are away on trips.
- ▶ Sleeping areas for boys and girls should be separate and supervised by two adults of the same gender as the group being supervised.
- ▶ If, in an emergency situation, an adult considers it necessary to be in a childrens' dormitory or bedroom without another adult they should (a) immediately inform another adult in a position of responsibility and (b) make a diary note of the circumstances.
- ▶ The roles and responsibilities of children and young people must be clearly communicated to them having been outlined and agreed upon with them and their parents prior to departure.
- ▶ The task required of young helpers will be appropriate to their age and capacity. Young people will not be asked to carry out personal care tasks.
- ▶ Care will be taken to ensure that leaders do not work alone with young people.
- ▶ The diocese/parish must have a named person assigned for the trip to whose immediate attention all concerns and/or complaints can be brought.
- ▶ All concerns and/or complaints will be followed through in a timely and efficient manner.
- ▶ In the case of Pilgrimages, a Designated Medical Officer should be appointed.
- ▶ Further information on Residentials and Trips Away from Home is available from the Diocesan Coordinator for Safeguarding Children, Tel. (064)6631796 or (086)8838243.



Ministry of Altar Servers

Diocese of Kerry - Summary Policy Statement

In the Diocese of Kerry, children and young people take part in the very special ministry of serving at the table of the Lord. Our altar servers are most important to the celebration of Eucharist in the parish community. Recognising the value and right of children to actively participate in the Church community, the Diocese is committed to ensuring their safety and well-being. Above all, the diocese recognises the need to protect children and young people in a way that promotes their human dignity, integrity and irreducible worth as children of God.

The diocese recognises that all involved in working with altar servers have a special duty of care towards them and has committed to engaging in a process to work towards putting procedures in place through which this care is put into effect.

General Good Practice Procedures:

The Diocese of Kerry will work to support each parish in having the following in place:

- ▶ Signed parental consent for each altar server
- ▶ Appropriate supervision ratios of adults to children while maintaining the practice of ensuring that no child is left alone with an adult
- ▶ Adequate record keeping including: Participant Forms; Sign-in sheets; Incident/Accident Report Forms; Volunteer Application Form/Declaration Form
- ▶ Procedures for recruitment & overseeing volunteers working with servers
- ▶ A named contact person for the parish who can be called in relation to any query about the good practice procedures for altar servers
- ▶ An information/induction session for all parents/guardians and altar servers

Children in Church

“Ministry to children and young people is an essential and honoured part of the Church’s mission and activity, given to us by Jesus himself”. “By working together to implement the standards and guidance in this document **especially at parish and community level**, everyone can contribute to a church in which every child feels valued and safe”. (Standards and Guidance P.8).



Diocesan Committee for Safeguarding Children Personnel

Diocesan Committee for Safeguarding Children:

Canon Gearóid Walsh, Chairperson

Msgr. Dan O’Riordan, Vicar General

Rev. George Hayes, Canon Lawyer, Secretary

Mrs. Bridie Cronin, Safeguarding Children Trainer/Coordinator (064) 6631796 (086) 8838243

Mr. Fred Garvey, Safeguarding Children Trainer/Garda Vetting Officer (066) 7124332 (087) 2160706

Mr. John Murrhly, Retired Garda Sgt.

Mrs. Sheila Goulding, Parish Representative

The committee also includes a medical doctor, a clinical psychologist and a solicitor.

Designated Officer: Very Rev. Pádraig Walsh. (087) 6362780

Deputy Designated Officer: Rev. John Quinlan

Pastoral Care Persons - contact Rev. George Hayes, Diocesan Secretary (064) 6631168

Parish Representatives have been appointed for each parish. Their contact details are displayed in the church(es) in each parish.

This Document has been updated in line with *“Safeguarding Children - Standards and Guidance Document for the Catholic Church in Ireland”* and has been approved by the National Board for Safeguarding Children. The full text is available on www.dioceseofkerry.ie

The National Board for Safeguarding Children

“Our Children, Our Church: Child Protection Policies and Procedures for the Catholic Church in Ireland” (known as OCOC) was launched in December 2005 following its endorsement by the Irish Bishops’ Conference, the Conference of Religious of Ireland and the Irish Missionary Union. A core recommendation of OCOC was the establishment of a National Board for Safeguarding Children and a National Office to implement the Board’s decisions and policies. The National Board for Safeguarding Children was established in 2006 to provide best practice advice and to monitor the safeguarding of children in the Catholic Church. It can be contacted at New House, St. Patrick’s College, Maynooth, Co. Kildare. Tel. 01 5053124. Email: ian.elliott@safeguarding.ie The *“Safeguarding Children, - Standards and Guidance Document for the Catholic Church in Ireland”* was launched in the Diocese of Kerry in March 2009. It is available on www.safeguarding.ie

