



**TULLAMORE FURTHER EDUCATION AND
TRAINING (FET) CENTRE**

**Child Safeguarding and Vulnerable Adult
Statement**

REVIEWED: JUNE 2021

INTRODUCTION AND SCOPE OF THIS POLICY:

This document sets out the Child Safeguarding Statement of Tullamore Further Education and Training (FET) Centre. Tullamore FET Centre recognises that Child Protection Procedures permeate all aspects of Centre life. The management of the Centre fully adhere to the DES Child Protection Procedures.

Child Safeguarding (& Vulnerable Adult) Statement

Tullamore Further Education and Training Centre

1. Activities Provided

Tullamore Further Education and Training (FET) Centre is one of Laois and Offaly Education and Training Board's nine FET Centres. In Tullamore we provide full and part-time education and training for those in County Offaly and surrounding areas. Tullamore FET Centre is located in Castle Buildings, Tara Street, Tullamore, Co. Offaly. Castle Buildings is a public building used by LOETB, Department of Employment and Social Protection, National Driving Licence (NDLS) and Comfort Keepers Home Care Midland. Tullamore FET Centre Classrooms and offices are located on the first, second, third and fourth floors of Castle Buildings.

Services provided in the Centre include full-time QQI Level 4, 5 and 6 courses, part-time day and evening courses, Literacy programmes and a one-to-one Guidance service. The average number of students attending the Centre yearly amounts to approximately 1,200 students. Approximately 2.30% of all students attending the Centre are under the age of 18 years. When looking at full-time PLC courses, the percentage of under 18 year olds attending these courses amount to 18%.

Vulnerable adults take part in our part-time programme and account for approximately 6% of all students attending the Centre. In addition, 12 students have Personal Assistants. Please note the figures are approximate as the exact figures can vary each term.

Tullamore FET Centre offers the use of our classrooms on the third floor to the Dyslexia Association of Ireland who run dyslexia classes for primary school children on a Monday night from 5.30pm -7.30pm during the academic year.

Tullamore FETC has the following staff:

- Centre Manager
- Adult Educator
- Adult Educational Guidance Co-ordinator & Guidance Counsellor's
- 5 Administrative Staff
- 3 Literacy Resource Workers
- Learning Support Officer
- Approximately 45 Teaching Staff (full-time & part-time)
- 11 Voluntary Literacy Tutors
- Cleaner
- Caretaker

Tullamore FET Centre does not have a Board of Management. Centre Management report to LOETB Further Education Manager (Pathways), who reports to LOETB Director of Further Education & Training.

In accordance with the requirements of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, and Tusla's *Child Safeguarding: A Guide for Policy, Procedure and Practice*, Tullamore FETC has agreed the Child Safeguarding Statement set out in this document.

2. COMMITMENT TO SAFEGUARD CHILDREN FROM HARM

- Tullamore FET Centre is committed to safeguarding the children/vulnerable adults in our care and to providing a safe environment in which they can learn and develop.
- Our policy declaration applies to all paid staff, volunteers, and students on work placement within our organisation. Staff, volunteers and students must sign up to, and abide by the policies, procedures and guidance encompassed by this policy declaration and our child safeguarding policy and accompanying procedures.
- We will review our Child Safeguarding (and Vulnerable Adult) statement and accompanying child safeguarding policies and procedures every two years or sooner if necessary, due to service issues or changes in legislation or national policy.

1 Tullamore FET Centre has adopted and will implement fully and without modification the Child Protection Procedures as laid down in Children First: National Guidance for the Protection and Welfare of Children 2017 as part of this overall Child Safeguarding Statement

- 2 The Designated Liaison Person (DLP) is: **Michelle Shanahan, Centre Manager**
- 3 The Deputy DLP is: **Catherine Gavigan, Adult Guidance Co-ordinator**
- 4 Tullamore FET Centre recognises that child protection and welfare considerations permeate all aspects of service life and must be reflected in all of the service's policies, procedures, practices and activities. In its policies, procedures, practices and activities, the service will adhere to the following principles of best practice in child protection and welfare:

The service will:

- Recognise that the protection and welfare of children and vulnerable adults 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 neglect;
- Develop a practice of openness with parents and encourage parental involvement in the education of their children; and
- Fully respect confidentiality requirements in dealing with child protection matters.

Tullamore FET Centre will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

- 5 The following procedures/measures are in place:
- Procedure for the management of allegations of abuse or misconduct against workers/volunteers of a child availing of our service;

- In relation to the selection or recruitment of staff and their suitability to work with children, Tullamore FETC adheres to the statutory vetting requirements of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016
- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the service:
 - Has provided each member of staff with a copy of our Child Safeguarding (& Vulnerable Adult) Statement
 - Ensures all new staff are provided with a copy of our Child Safeguarding Statement
 - Encourages staff to avail of Tusla E Learning Module
 - Encourages staff members to avail of any other relevant training
 - Centre Management maintains records of all staff member training
- In relation to reporting of child protection concerns to Tusla, all service personnel are required to adhere to the procedures set out in Children First including in the case of registered teachers and other Mandated persons, those in relation to mandated reporting under the Children First Act 2015.
- Tullamore FETC has appointed the above named DLP as the “relevant person” (as defined in the Children First Act 2015) to be the first point of contact in respect of our child safeguarding statement.
- All registered teachers employed by Tullamore FETC are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015, Tullamore FETC has carried out an assessment of any potential for harm to a child while attending the service or participating in service activities. A written assessment setting out the areas of risk identified and the service’s procedures for managing those risks is attached as an appendix to these procedures.
- The various procedures referred to in this Statement can be accessed via Tullamore FETC website, or will be made available on request by the Centre manager.

Note: The above is not intended as an exhaustive list. LOETB shall also include in this section such other procedures/measures that are of relevance to Tullamore FETC.

- 6 This statement has been published on Tullamore FET Centre's website and has been provided to all members of Tullamore FETC personnel. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.
- 7 This Child Safeguarding (& Vulnerable Adult) Statement will be reviewed every two years or as soon as practicable after there has been a material change in any matter to which this statement refers.

This Child Safeguarding Statement was adopted by the Tullamore FETC on 31st May 2021

Signed: Colin Flaherty

LOETB Further Education Manager (Pathways)

Signed:  Michelle Shanahan

Tullamore Further Education and Training Centre Manager

For queries, please contact Michelle Shanahan by email on mshanahan@loetb.ie

Relevant Person under the Children First Act 2015.