

# Uillinn: West Cork Arts Centre Child Safeguarding Statement

## 1. Introduction

Uillinn: West Cork Arts Centre is an arts facility that creates opportunities for the people of West Cork to have access to, and engagement with, local and global arts practice of excellence.

Uillinn: West Cork Arts Centre provides an important resource and support for artists living and working locally and nationally. It presents creative engagement opportunities for communities that increase arts participation and make accessible, critical cultural experiences for a rural community.

Our service is delivered primarily at our own premises located in Skibbereen, County Cork. We work with many partner organisations to extend our reach across West Cork. Our off-site partners include schools, hospitals, Day Care centres, Education Centres and community venues.

### Find out more:-...

Who works at West Cork Arts Centre

[www.westcorkartscentre.com/team](http://www.westcorkartscentre.com/team)

What's on at West Cork Arts Centre

[www.westcorkartscentre.com](http://www.westcorkartscentre.com)

[www.facebook.com/uillinnwestcorkartscentre](https://www.facebook.com/uillinnwestcorkartscentre)

About the building

[uillinnwestcorkartscentre.blogspot.ie](http://uillinnwestcorkartscentre.blogspot.ie)

Arts and Health at West Cork Arts Centre

<https://vimeo.com/81618736>

## 2. Uillinn: West Cork Arts Centre's Child Safeguarding Statement

Uillinn: West Cork Arts Centre believes that the arts are critical to a healthy and flourishing society. We respect the right to cultural access for everyone in all our diversity. We believe meaningful arts experiences are central to child and vulnerable person development and learning at all ages. Our priority is to ensure the welfare and safety of every child and vulnerable person who attends our service.

We respect the rights of the child and vulnerable person and promote a child and vulnerable person-centred ethos:

- listen to children
- value and respect children as individuals
- involve children in decision making where possible and as appropriate
- encourage children

We commit to practice, which protects children, young people and vulnerable adults from harm while they are with the staff and workers in this organisation.

Our staff and workers accept and recognise our responsibility to develop awareness of the issues which cause children harm.

Our guiding principles apply to everyone in our organisation; staff, artists, volunteers, board members and students on work placement, who must sign up to and abide by these guiding principles and our child and vulnerable person safeguarding procedures.

We commit to implement and review our organisation's guiding principles and child and vulnerable person safeguarding procedures every two years.

### 3. Nature of service and principles to safeguard children from harm

#### Services:-

- *Primary Schools Programme* delivered by member of staff and/or guest artist at Uillinn, at schools and online on WCAC platforms involving practical work and exhibition tours.
- *Second Level Schools Programme* delivered by member of staff and/or guest artist at Uillinn, at schools and online on WCAC platforms involving practical work and exhibition tours.
- *Art Club* for children aged 6 to 12 years old with one or two regular artist facilitators and/or guest artists.
- *Postal Projects* for children and young people with parcels organised by staff / artist facilitator posted to individual home addresses.
- Outdoor and mural projects for children and young people involving an artist facilitator and staff member / Project Assistant.
- Exhibitions of work by children and young people at Uillinn and online at Uillinn Galleries and showcased on WCAC social media platforms.
- *Drama Club* for children 7 to 12 years with one regular professional artist/drama facilitator and Uillinn Project Assistant.
- *Alan Foley Academy of Dance* for 3 to 18 year olds with an external organisation supplying one teacher and two teenager volunteer assistants. Annual performance at Everyman Theatre or other professional performance venue based in Cork City delivered under AFAD policy and procedures.
- *Rusty Frog Youth Theatre* for 13 to 18 year olds with Youth Theatre Leader and Uillinn Project Assistant.
- *Discovery Box* for children (including very young children) to use with parental guidance in the galleries.
- *Curiosity Club* and *Curiosity Project* for young children ages 3 to 5 years with regular artist leader and team of guest facilitators in visual art and dance.
- *Young Educators* for young people aged 10 to 14 to become tour guides facilitated by a regular artist facilitator for general public.
- *Young Blogger* and *Youth Instagram Takeover* – individual young people on WCAC social media platforms.
- *Young Dancer Studio*, open to AFAD dance students over 15 years, led by a volunteer young adult dancer, and performance for general audience as part of Uillinn Dance season.
- *Uillinn Youth Dance* for 13 to 18 year olds with workshops and public performance with guest dance artists.
- One off projects and exhibitions for children and young people as the primary target audience / participants.
- One off workshops / sessions with artists in residence.

- *Inside Out / DrawMindMatters* visual art programmes for young people delivered online and in person with one regular artist, guest artists and Uillinn Project Assistant.
- *Family in Residence* - a facilitated space for a family to research and develop a body of work individually or collaboratively over 4 to 6 weeks.

#### **Activity Breakdown:-**

- Facilitated sessions
- Drop off and pick up
- Recreation breaks for participants
- One-to-one teaching
- Outdoor supervised activities
- Dance activities
- Rusty Frog Youth Theatre outings
- RFYT trips involving overnight stay
- Transport arrangements including use of public transport and private coach for outings / visits.
- Use of toilet/changing/shower areas in venue
- Performance events
- Fundraising events involving young people
- Use of off-site facilities for activities
- Care of children with special educational needs
- Management of challenging behaviour amongst participants, including appropriate use of restraining actions where required.
- Administration of First Aid
- Prevention and dealing with bullying amongst participants.
- Training of West Cork Arts Centre staff and workers in Child and Vulnerable Person Protection matters.
- Use of parent volunteers to support activities.
- Recruitment of staff and workers including artist facilitators and guest professionals.
- Presence of other visitors in the venue eg general public, participants on other programmes, contractors during activities.
- Students participating in work experience in the venue.
- Use of venue by other organisations.
- Use of Information and Communication Technology by participants in the venue.
- Use of video/photography/other media to document the programme
- Website, digital and social media information service.
- Application of sanctions under West Cork Arts Centre's Code of Behaviour.
- Providing services without discrimination in keeping with our internal policies concerning Human Dignity, Equality and Diversity.

## **4. 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.

**WCAC has identified the following risk of harm in respect of its activities**

**Risk of:-**

- harm not being recognised by WCAC personnel (staff, artist, volunteer)
- harm not being reported properly and promptly by WCAC personnel.
- child being harmed in the venue by WCAC personnel.
- child being harmed in the venue by another child.
- child being harmed in the venue by visitor to the venue or participant in another programme.
- child being harmed by a member of WCAC personnel, a member of staff of another organisation or other person while child participating in WCAC activities off site.
- harm due to bullying of child.
- harm due to inadequate supervision of children during venue based activities.
- harm due to inadequate supervision of children while attending off site activities.
- harm due to inappropriate relationship/communications between child and another child or adult.
- harm due to children inappropriately accessing social media, phones and other devices while at WCAC.
- harm to children who have particular vulnerabilities.
- harm to a child using the lift unsupervised.
- harm to child while a child is using toilet facilities.
- harm due to inadequate code of behaviour.
- harm in one-to-one teaching, mentoring or coaching situation.
- harm caused by member of WCAC personnel communicating with young service users in an inappropriate manner via social media, texting, digital device or other manner.
- harm caused by WCAC personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner.
- harm to young people on work experience.
- harm to children at drop off and collection.
- harm due to inappropriate use of child or young people's personal data.

**WCAC has the following procedures in place to address the risks of harm identified in this assessment:-**

- Adopting child protection guidelines through a code of behaviour for staff, facilitators, artists and volunteers.
- Ensuring staff and workers are informed and have relevant training in relation to our declaration of guiding principles and child safeguarding procedures
- Ensuring that the groups and organisations with whom we work closely adopt Guidelines for Safeguarding Children and Vulnerable Adults.
- Sharing information about child protection and good practice with children, parents, staff and workers.
- Sharing information about concerns with agencies that need to know and involving parents and children appropriately.

- Following careful procedures for recruitment and selection of staff, facilitators and volunteers.
- Providing effective management for staff, facilitators and volunteers through supervision, practical support and training.
- Ensuring that visiting artists who are working with children are at all times supported by a Project Assistant or a member of staff.
- Clear procedures in place for outings and high risk activities
- Ensuring that adult carer contact mobile is requested at point of booking
- Ensuring that important safety information is requested from the adult carer at point of booking and facilitators read and check this.
- Ensure age and development appropriate supervision of children during activities
- Adopting guidelines for good practice including:-
  - Arts Council Solo Practitioner code of practice for working with children and young people
  - Arts Council Guidelines for taking and using images of children and young people in the arts sector
  - Arts Council's Equality, Human Rights and Diversity (EHRD) Policy and Strategy
  - Participatory Arts Practice in Healthcare Contexts Guidelines for Good Practice
- Maintaining relevant policies including:-
  - Anti-Bullying Policy
  - Health and Safety Statement
  - Codes of conduct for staff and workers
  - Communication Policy
  - Data Protection Policy
  - Online Safety Policy
- Adhering to the requirements of the Garda vetting legislation and is an affiliate of CREATE to administrate this
- Maintaining records of all staff and workers regards Garda vetting and training
- Sharing information about concerns with agencies that need to know and involving parents and children appropriately.
- Ensuring that important safety information is requested from the adult carer at point of booking and facilitators read and check this.
- Putting a policy and clear procedures in place for one-to-one learning activities.
- Putting a policy and clear procedures in place for online and remote learning activities.
- Putting in place a policy and procedures in respect of work experience in the venue.

## 5. 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 services:

- Procedure for the management of allegations of abuse or misconduct against workers/volunteers of a child/ young person availing of our services.
- Procedure for recruitment and appointment of a Relevant Person.
- Guidelines on Working Safely with Children and Young People
- Procedures for using images/recordings.
- Complaints Policy/Procedures
- Disciplinary/Appeals Procedures
- Procedures for Trips Away/ Residentials
- Procedures for Remote Working
- Procedures on Informing Parents, seeking and gaining permissions
- Guidelines on Dealing with Disruptive Behaviour
- Procedures for the administration of First Aid

All policies and procedures listed are available upon request.

## 6. Implementation

We have no Mandated Person.


The Relevant Person is Justine Foster, Programme Manager, Uillinn: West Cork Arts Centre.

The Designated Liaison Person (DPL) is Justine Foster, Programme Manager, Uillinn: West Cork Arts Centre.

The Deputy Designated Child Protection Person is Aisling Roche, Chairperson, West Cork Arts Centre Board.

We recognise that implementation is an on-going process. Our service is committed to the implementation of this Child Safeguarding 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 in April 2023 or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signed:   
Director

Date: 31 March 2021

On behalf of Uillinn: West Cork Arts Centre

For queries, please contact:-

Justine Foster [justine@westcorkartscentre.com](mailto:justine@westcorkartscentre.com) or 02822090

Relevant Person under the Children First Act 2015.