

## Christ Church Cathedral Child Protection Policy

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## Section 1

### An Introduction to Christ Church Cathedral

Christ Church Cathedral (founded c.1028) is the spiritual heart of Dublin City, and one of Ireland's top visitor attractions. It is also a wonderful events venue. Christ Church Cathedral is visited by many people every year who come to learn, visit and worship. Through this work Christ Church Cathedral interacts with children, young people and vulnerable adults in a number of different capacities. These include members of the public, educational events for schools and community groups. The success of Christ Church Cathedral and the well-being of those who work at the Cathedral are based on co-operation, trust and respect between all levels and departments. During the course of work carried out with and alongside children, vulnerable adults and young people their welfare is paramount at all times.

### Christ Church Cathedral's Child Protection Policy

Christ Church Cathedral's Child Protection Policy comprises of:

- The Church of Ireland *Safeguarding Trust* policy and legislation
- A statement of policy, which expresses the Cathedral's commitment to providing a safe environment for any children and young people with whom it interacts;
- An undertaking to apply that policy throughout the Cathedral;
- Detailed procedures and steps to ensure that the Child Protection Policy is implemented across all areas of the Cathedral.

This Child Protection Policy Statement is available for staff<sup>1</sup> to access in the Christ Church Cathedral Employee Handbook. All staff who work with children or young people will be required to sign a copy of the policy.

The policy will be reviewed every 2 years, with the next review date being clearly indicated.

In addition to the Child Protection Policy Statement Christ Church Cathedral has detailed Policies and Procedures covering the following areas:-

- Code of behaviour for all staff – whether permanent staff, volunteers, facilitators or interns
- Reporting of suspected or disclosed abuse
- Confidentiality
- Recruiting and selecting staff
- Managing and supervising staff
- Circulating information to staff and participants
- Allegations of misconduct or abuse by staff
- Complaints and comments
- Incidents and accidents

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<sup>1</sup> Staff refers to staff, volunteers and interns.

In addition to the above Christ Church Cathedral has detailed Policies and Procedures covering the following which may also be relevant and must also be adhered to:-

- Bully and Harassment Policy
- Disciplinary Policy
- Grievance Policy
- Data Protection Policy
- Acceptable Usage Policy
- Equal Opportunities Policy
- Recruitment Policy

These policies are reviewed on an annual basis as well as all other Christ Church Cathedral Policies and Procedures not listed here. All Christ Church Cathedral Policies and Procedures are available in the Employee handbook and must be complied with at all times.

## Section 2

### Child Protection Policy Statement

We, Christ Church Cathedral, are committed to a child-centered approach to our work with children<sup>2</sup>, vulnerable adults and young people. We undertake to provide a safe environment and experience, where the welfare of the child/young person/vulnerable adult is paramount. This policy applies to all staff that work in Christ Church Cathedral whether they are Permanent, Temporary, Freelance or Volunteer workers. We will adhere to the Safeguarding Trust Legislation of the Church of Ireland. We have implemented procedures covering:

- Code of behaviour for all staff
- Reporting of suspected or disclosed abuse
- Confidentiality
- Recruitment and selecting staff
- Managing and supervising staff
- Involvement of primary carers
- Allegations of misconduct or abuse by staff
- Complaints and comments
- Incidents and accidents
- Garda Vetting

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<sup>2</sup> The Child Care Act 1991 defines children and young people as a 'person under the age of 18 years other than a person who is or has been married' (S.2.1).

## Section 3

### Code of Behaviour for Staff

Christ Church Cathedral's code of behaviour describes how we should interact with Children, Vulnerable Adults and Young People to create a supportive environment for staff and volunteers in order to provide a child-centered approach for children and young people. In all matters the welfare of the child is paramount.

The code of behaviour can be categorised under the following headings:

1. Child-centred approach;
2. Good practice;
3. Inappropriate behaviour;
4. Physical contact;
5. Health and safety.

#### 3.1 Child-centered approach

- Respect differences of ability, culture, religion, race and sexual orientation
- Treat all children and young people equally
- Listen to and respect children and young people
- Involve children and young people in decision-making, as appropriate
- Provide encouragement, support and praise (regardless of ability)
- Use appropriate language (physical and verbal)
- Have fun and encourage a positive atmosphere
- Offer constructive criticism when needed
- Treat all children and young people as individuals
- Respect a child's or young person's personal space
- Discuss boundaries on behaviour and related sanctions, as appropriate, with children and young people and their primary carers (e.g. teachers)
- Encourage feedback from group
- Use age-appropriate teaching aids and materials
- Be aware of a child's or young person's other commitments when scheduling activities, e.g., school or exams
- Be cognisant of a child's or young person's limitations, due to a medical condition for example

#### 3.2 Good practice

- Register each child/young person (name, address, phone, special requirements, attendance, and emergency contact). Where Christ Church Cathedral is involved with a third party such as a school or club check that the third party has a register as outlined.
- Make teachers, children/young people, visitors and facilitators aware of the Child Protection Policy and procedures

- Have emergency procedures in place and make all staff aware of these procedures
- Be inclusive of children and young people with special needs
- Plan and be sufficiently prepared, both mentally and physically
- Report any concerns to the Designated Liaison Person and follow reporting procedures
- Encourage children and young people to report any bullying, concerns or worries and to be aware of Christ Church Cathedral's Bullying and Harassment policy
- Observe appropriate dress and behaviour
- Evaluate work practices on a regular basis
- Provide appropriate training for staff and volunteers
- Report and record any incidents and accidents
- Update and review policies and procedures regularly
- Keep teachers/parents informed of any issues that concern their children
- Ensure proper supervision based on adequate ratios according to age, abilities and activities involved
- Ensure clear communication
- Don't be passive in relation to concerns, i.e., don't 'do nothing'
- Don't let a problem get out of control
- Avoid being with a child or young person on your own. If this is not possible then it should be in an open environment with the full knowledge and consent of teachers/parents.
- Avoid if at all possible giving a lift to a child/young person
- Maintain awareness around language and comments made. If you think that something you said may have caused offence or upset, then try to address it in a sensitive manner

### 3.3 Inappropriate behaviour

- Avoid spending excessive amounts of time alone with children/young people
- Don't use or allow offensive or sexually suggestive physical and/or verbal language
- Don't single out a particular child/young person for unfair favouritism, criticism, ridicule, or unwelcome focus or attention
- Don't allow/engage in inappropriate touching of any form
- Don't hit or physically chastise children/young people
- Don't socialise inappropriately with children/young people, e.g., outside of structured Cathedral activities

### 3.4 Physical contact

- Seek consent of child/young person in relation to physical contact (except in an emergency or a dangerous situation)
- Avoid horseplay or inappropriate touch

- Check with children/young people about their level of comfort when doing touch exercises (if applicable)

### 3.5 Health and safety

- Don't leave children unattended or unsupervised
- Manage any dangerous materials
- Provide a safe environment
- Be aware of accident procedure and follow accordingly
- Risk assessment must be carried out taking account of the nature of work or activity

The Code of Behaviour should be followed by all staff that work in Christ Church Cathedral whether they are Permanent, Temporary, Freelance or Volunteer workers. This Code of Behaviour may be updated in line with best practice.

## Section 4 Reporting Procedure

### 4.1 Designated Personnel

The details of Christ Church Cathedral designated persons are as follows:-

Designated Liaison Person	Paula Hennessy
Deputy Designated Person	Ruth Kenny

The role of the Designated Liaison Person is to deal with issues related to child protection and welfare within the Cathedral and to respond to any concerns that may be identified. The role of the Deputy Designated Liaison Person will cover this role when the Designated Liaison Person is unavailable or if he or she is directly involved in an incident, suspicion or accusation.

In addition to the above, a number of key individuals will act as points of contact for the policy in their specific areas. These key individuals are:-

CEO	Susanne Reid
Head of Learning & Interpretation	Ruth Kenny
Health and Safety Officer	Daire Daly

All staff and children/young people will be made aware of whom the designated liaison people are and their contact details as well as the reporting process.

### 4.2 Reasonable grounds for concern

The following would constitute reasonable ground for concern:

- Specific indication from the child, vulnerable adult or young person that s/he has been abused
- An account by a person who saw the child/young person being abused
- Evidence, such as an injury or behaviour, which is consistent with abuse and unlikely to be caused another way
- An injury or behaviour which is consistent both with abuse and with an innocent explanation but where there are corroborative indicators supporting the concern that it may be a case of abuse (an example of this would be a pattern of injuries, an implausible explanation, other indications of abuse, dysfunctional behavior)
- Consistent indication, over a period of time that a child is suffering from emotional or physical neglect.

### 4.3 Recording procedures

There is a system and mechanism for recording concerns about the protection of children and young people in Christ Church Cathedral. There is an incident log kept by the HR Manager and all records are kept in the Dean's office.



Staff should record the following information in relation to children, vulnerable adults and young people:

- Suspicions
- Concerns
- Worrying observations
- Behavioural changes
- Details of actions and outcomes should also be logged

#### 4.4 Dealing with a disclosure

If a child or young person comes to you to make any kind of disclosure you should follow the advice below to assist you with responding appropriately to that:

- Stay calm and listen to the child/vulnerable adult/young person, allow him or her enough time to say what s/he needs to say
- Don't use leading questions
- Reassure the child/young person but do not promise to keep anything secret
- Don't make the child/ vulnerable adult/young person repeat the details unnecessarily
- Explain to the child/young person what will happen next (explanation should be age-appropriate)

#### 4.5 How to report concerns/disclosures

All staff are obliged to report any concerns they have or disclosures that are made regarding child protection issues. The following principles should be followed when reporting a concern or disclosure:

- The reporting procedure should be known and accessible
- The person who expresses the concern should be involved and kept informed
- Actions and outcomes should be noted
- Record all details, including the date, time and people involved in the concern or disclosure and the facts in the incident log kept in the HR Department. Information recorded should be factual. Any opinions should be supported by facts
- Where possible, reports should be made in person also

#### 4.6 Formal Reporting Procedures

- It is the role of the designated liaison person or deputy to formally report concerns
- All details should be recorded as above
- If either the designated person or the deputy designated person is unavailable the most appropriate person (i.e. key personnel or management)

should discuss the concern or consult with primary carers. *Note: Parents, carers or responsible adults should be made aware of a report to the Health Service Executive unless it is likely to put the child/young person at further risk*

- The Designated Liaison Person may contact the Health Service Executive Duty Social Work Department for an informal consultation prior to making a report;
- Information will be shared on a strictly 'need to know' basis (see Section 6: Confidentiality statement);
- If there are reasonable grounds for concern as outlined above, the designated person will contact the Duty Social Worker in the Health Service Executive area using the standard reporting form available from the Health Service Executive (See Appendix 2). Reports to the Duty Social Worker can be made verbally initially and then followed by the standard reporting form. Reports should be made to the Health Service Executive without delay;
- If the Designated Liaison Person or Deputy Designated Liaison Person (or any member of the Safeguarding panel) is/are not available, contact the local Duty Social Worker of the Health Service Executive directly;
- In case of emergencies outside of Health Service Executive Social Work Department hours, contact the Gardaí. In situations that threaten the immediate safety of a child/ vulnerable adult/ young person, it may be necessary to contact the Gardaí.
- In the event that a staff member is making a formal report based on any of the grounds listed above, they must inform the Designated Person (or another member of the Safeguarding panel) or his or her deputy.
- If there is no formal report being made by the Designated Liaison Person, the person who made the complaint will be informed of this in writing.

#### 4.7 Complaint regarding a member of Staff

See Section 9

#### 4.8 Standard Reporting Form

See Appendix 2

#### 4.9 Contact Details

See Appendix 3

## Section 5

### Confidentiality Statement

#### 5.1 Confidentiality statement

We at Christ Church Cathedral are committed to ensuring peoples' rights to confidentiality. However, in relation to child protection and welfare we undertake that:

- Information will only be forwarded on a 'need to know' basis in order to safeguard the child/young person;
- Giving such information to others for the protection of a child or young person is not a breach of confidentiality;
- We cannot guarantee total confidentiality where the best interests of the child or young person are at risk;
- Primary carers, children and young people have a right to know if personal information is being shared and/or a report is being made to the Health Service Executive, unless doing so could put the child/ vulnerable adult/young person at further risk;
- Images, audio or other recording of a child/vulnerable adult /young person will not be used for any reason without the consent of the parent/guardian
- Procedures will be put in place in relation to the use of images of children/young people;
- Procedures will also be put in place for the recording and storing of information in line with our confidentiality policy. All records will be stored in the HR Department.

## Section 6

### Recruiting and Selecting Staff

#### 6.1 Recruitment and selection policy statement

We will ensure that staff are carefully selected, trained and supervised to provide a safe environment for all children and young people, by observing the following principles:

- Roles and responsibilities will be clearly defined for every job (paid or voluntary)
- Posts will be advertised widely.
- We will endeavour to select the most suitably qualified personnel
- Candidates will be required to complete an application form
- Candidates will be asked to sign a declaration form
- At least two written/verbal references that are recent, relevant and independent are required. Staff will be selected by a panel of at least two (or more) representatives through an interview process.
- No person who would be deemed to constitute a 'risk' will be employed;
- Some of the exclusions would include:
  - any child-related convictions
  - refusal to sign application form and declaration form
  - insufficient documentary evidence of identification – i.e. Passport, driver's license etc. required
  - concealing information on one's suitability to working with children
- There will be a probationary period of at least 6 months.
- All staff will be required to consent to Garda clearance, and where applicable this will be sought.

## Section 7

### Managing and Supervising Staff

Christ Church Cathedral has procedures in place to cover training, induction, supervision and the review of work practices. All new staff receive induction training and are made aware of policies and procedures. All new staff also receive a copy of Christ Church Cathedral Employee Handbook. The employee Handbook is also available from Christ Church Cathedral Staff noticeboard and shared drive.

#### 7.1 Staff management policy statement

To protect both staff (paid and voluntary) and children/young people, we undertake that:

- All new staff will attend Induction Training. This will be carried out by the HR Department
- All new staff are made aware of the Cathedral's code of conduct, child protection procedures, and the identity and role of who has been designated to deal with issues of concern
- Undergo a probationary period of 6 month minimum

All staff will:

- Receive an adequate level of supervision and review of their work practices;
- Be expected to have read and signed the Child Protection Policy Statement;
- Be provided with child protection training during the induction

## Section 8

### Involvement of primary Carers

#### Policy statement on the involvement of primary Carers

We are committed to being open with all primary Carers.

We undertake to:

- Advise primary carers of our child protection policy
- Inform primary carers and schools of all activities and potential activities
- Issue contact/consent forms where relevant
- Comply with health and safety practices
- Operate child-centred policies in accordance with this policy
- Adhere to our recruitment guidelines
- Ensure as far as possible that the activities are age-appropriate
- Encourage and facilitate the involvement of parent(s), carer(s) or responsible adult(s), where appropriate.

If we have concerns about the welfare of the child/ vulnerable adult /young person, we will:

- Respond to the needs of the child, vulnerable adult or young person
- Inform the primary carers on an on-going basis unless this action puts the child or young person at further risk
- Where there are child protection and welfare concerns we are obliged to pass these on to the Duty Social Worker and, in an emergency, the Gardaí
- In the event of a complaint against a member of staff, we will immediately ensure the safety of the child/ vulnerable adult /young person and inform primary carers as appropriate
- We are committed to putting the interest of the child/young person first. To that end we will contact local Health Service Executive and Gardaí where there is a child protection welfare concern
- Encourage primary carers to work in partnership with us under the guidelines set out by our Cathedral to ensure the safety of their children
- The designated contact person is available for consultation with primary carers in the case of any concern over a child or young person's welfare

## Section 9

### Dealing with Allegations against Staff

In the event of allegations being made against an employee (staff or voluntary), the protection of the child/ vulnerable adult /young person is the first and paramount consideration.

The Cathedral has a dual responsibility in respect of both the child/young person and employee. The same person must not have responsibility for dealing with the child/young person welfare issues and the staff employment issues.

#### 9.1 Dealing with an allegation against staff

Two separate procedures must be followed:

- In respect of the child/ vulnerable adult /young person the Designated Liaison Person will deal with issues related to the child/young person
- In respect of the person against whom the allegation is made Deputy Designated Liaison Person will deal with issues related to the staff member
- The first priority is to ensure that no child, vulnerable adult or young person is exposed to unnecessary risk
- If allegations are made against the Designated Person, then the Deputy Designated Person should be contacted
- The reporting procedures outlined in Section 3 of these guidelines should be followed. Both the primary carers and child/young person should be informed of actions planned and taken. The child/young person should be dealt with in an age-appropriate manner
- The staff member will be informed as soon as possible in line with Christ Church Cathedral's Bullying and Harassment policy
  - of the nature of the allegation
  - the staff member should be given the opportunity to respond
- The Dean should be informed as soon as possible
- Any action following an allegation of abuse against an employee should be taken in consultation with Health Service Executive and Gardaí
- After consultation, the head of Cathedral should advise the person accused and agreed procedures will be followed
- Christ Church Cathedral may take protective measures of it is deemed appropriate which may include but are not limited to:
  - increased supervision of the staff member
  - assignment to different duties
  - suspension of the staff member

## Section 10

### Complaints and Comments Procedures

#### 10.1 In the event of complaints or comments:

- The Designated Liaison Person has responsibility for directing complaints/comments to the appropriate person
- Verbal complaints will be logged and responded to complaints or comments will be logged and responded to within 2 weeks



## Section 11

### Accidents Procedure

#### 11.1 Accidents procedure

- The Cathedral maintains an up-to-date register of the contact details of all children/young people involved in the Cathedral
- Children/young people's details are cross-referenced between the incident book and file if the child is involved
- First-aid boxes are available and regularly re-stocked
- The location of the first-aid boxes is available to all staff

#### EMERGENCY FIRST AID PRACTITIONERS

Please see the G drive for the list of trained staff

## Section 12

### Garda Vetting

#### General Information

Under the National Vetting Bureau (Children and Vulnerable Persons) Act 2012 it is now mandatory for anyone who works with young people (i.e. anyone up to the age of 18) to be vetted through the Garda Central Vetting Unit.

This vetting must be done through organisations which are registered with the Unit. In our case Christ Church Cathedral is affiliated with RCB Child Protection through whom we channel all our prospective employees.

#### Steps

- When a prospective employee is vetted by the Gardaí the details of all convictions and prosecutions are disclosed to the authorised liaison person in the Cathedral. The details will include all completed prosecutions whether or not they were successful and will also include any pending prosecutions.
- By completing a Garda Vetting Application Form, you are giving written consent to An Garda to certify the information you are providing to the employer, in this case via the Board of Education.
- The information you are asked to provide is sensitive and personal and you can expect it to be treated in accordance with Data Protection law. The Authorised Signatory is the only person within the Board of Education entitled to access any forms, records or correspondence.
- Applications can take 6 to 8 weeks to process depending on the level of demand. If you had any periods of residence in the UK or NI it can take longer.
- A Letter of Certification will be issued to the employer on satisfactory completion of the process. If there are any disclosures they will be sent to the Cathedral.
- The fact of past conviction is not necessarily a bar to employment if it is felt the offense has no connection with the person's competency in working with young people.

#### Procedure

The HR department is the point of contact. They will issue all the relevant prospective employees with an Invitation for Garda Vetting Form which, on return, will result in an email being sent to the employee containing a link requesting them to complete personal information which is then sent on to be processed by The Church of Ireland Board of Education. The HR department keeps records of the Letters of Certification when they are issued.

All questions relating to this procedure should be directed to the HR department in the first instance.

Appendix 1: Definitions of Abuse

There are four main categories of abuse as outlined in *Children First: National Guidelines for the Protection and Welfare of Children*. The following is a synopsis of the information contained in that document. For the full definitions please refer to *Children First: National Guidelines for the Protection and Welfare of Children* 1993 (pp.32-34).

## 1. Neglect

“Neglect can be defined as being 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, medical care....The threshold of significant harm is reached when the child’s needs are neglected to the extent that his or her well-being and/or development are severely affected.” (*Children First* p.31)

## 2. Emotional abuse

Emotional abuse usually happens where there is a relationship between a carer and a child rather than as a specific incident or incidents.

“Unless other forms of abuse are present, it is rarely manifested in terms of physical signs or symptoms.” (*Children First* p.31)

Rather, it can manifest in the child’s behaviour or physical functioning. Examples of these include ‘anxious’ attachment, unhappiness, low self-esteem, educational and developmental underachievement and uncooperative or hostile behaviour.

“The threshold of significant harm is reached when interaction is predominantly abusive and become typical of the relationship between the child and the parent/carer.” (*Children First* p.32)

Examples of emotional abuse in children include:

- Imposition of negative attributes on children, expressed by persistent criticism, sarcasm, hostility or blaming;
- Emotional unavailability by the child’s parent/carer;
- Unresponsiveness, inconsistent or inappropriate expectations of the child;
- Premature imposition of responsibility on the child;
- Unrealistic or inappropriate expectations of the child’s capacity to understand something or to behave and control him/herself in a certain way;
- Under or over-protection of the child;
- Use of unreasonably harsh discipline;
- Exposure to domestic violence.

## 2. Physical abuse

3. Physical abuse is any form of non-accidental injury or injury which results from wilful or neglectful failure to protect a child. Examples of physical injury include the following:

## 4.

- Shaking;
- Use of excessive force in handling;

- Deliberate poisoning;
- Suffocation;
- Allowing or creating a substantial risk of significant physical harm to a child.

#### 4. Sexual abuse

The following definition is taken from the Department of Education Children First policy document.

##### Sexual Harassment

“When a child is used by another person for his/her gratification or sexual arousal or for that of others”.

***Children First: 3.5.1.***

***A8***

Appendix 2: Standard Form for Reporting Child Protection and/or Welfare Concerns

PRIVATE AND CONFIDENTIAL

STANDARD FORM FOR REPORTING CHILD PROTECTION AND/OR WELFARE CONCERNS

In case of Emergency or outside Health Service Executive office hours, contact should be made with An Garda Síochána

A. To Principal Social Worker or Duty Social Worker:

\_\_\_\_\_

1. Details of Child:

Name: \_\_\_\_\_ Male: Female:

Address: \_\_\_\_\_

\_\_\_\_\_ Age/D.O.B.: \_\_\_\_\_

\_\_\_\_\_ School: \_\_\_\_\_

1a. Name of Mother: \_\_\_\_\_

Name of Father: \_\_\_\_\_

Address of Mother if different to Child: Address of Father if different to Child:

\_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

1b. Care and Custody arrangements regarding child, if known: \_\_\_\_\_

\_\_\_\_\_

1c. Household Composition:

Name: Relationship to Child: Date of Birth: Additional Information e.g. School/Occupation:

\_\_\_\_\_

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Note: A separate report form must be completed in respect of each child being reported.

2. Details of concern(s), allegation(s) or incident(s) dates, times, who was present, description of any observed injuries, parent's view(s), child's view(s) (if known).

3. Details of person(s) allegedly causing concern in relation to the child:

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Male: Female:

Address: \_\_\_\_\_ -

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### Appendix 3: Important Contacts

Church of Ireland Child Protection Officer

Board of Education, Church House, Church Avenue, Rathmines, Dublin 6 Tel: (01) 4125624

Dublin Child Protection Social Work Services

Dublin North Child Protection Services

Health Centre, Cromcastle Road, Coolock, Dublin 5. Tel: (01) 816 4200 / 44

Social Work Office, 22 Mountjoy Square, Dublin 1. Tel: (01) 855 6871

Social Work Office, Ballymun Health Centre, Dublin 11. Tel: (01) 842 0011

Office Hours 9.30am to 5pm

Dublin North West Child Protection Services

Health Centre, Wellmount Park, Finglas, Dublin 11. Tel: (01) 856 7704

Rathdown Road, Dublin 7. Tel: (01) 882 5000

Office Hours 9.30am to 5pm

Dublin South East Child Protection Services

Vergemount Hall, Clonskeagh, Dublin 6. Tel: (01) 268 0320

Office Hours 9.00am to 1pm and 2.15-5pm

Dublin South City Child Protection Services

Duty Social Work Carnegie Centre, 21-25 Lord Edward Street, Dublin 2. Tel: (01) 648 6555

Public Health Nursing, 21-25 Lord Edward Street, Dublin 2. Tel: (01) 648 6500

Family Support Service, Donore Avenue Tel: (01) 416 4441

Office Hours 9.00am to 1pm and 2.15-5pm

Dublin South West Child Protection Services

Millbrook Lawn, Tallaght, Dublin 24. Tel: (01) 452 0666

Office Hours: 9.00am - 1.00pm 2.15pm - 5.00pm

Dublin West Child Protection Services

Social Work Department, Cherry Orchard Hospital, Ballyfermot, Dublin 10. Tel: (01) 620 6387

Office Hours: 9.00 - 1.00 2.15 - 5.00

Dun Laoghaire Child Protection Services

Tivoli Road, Dun Laoghaire, Co. Dublin. Tel: (01) 284 3579

102 Patrick Street, Dun Laoghaire, Co. Dublin Tel: (01) 236 5120

Office Hours: 9.00am - 1.00pm 2.15pm - 5.00pm

Outside office hours all child protection concerns should be referred to the Gardaí. The HSE operates an out of hours Crisis Intervention Service in the Dublin area, which can be accessed by emergency services like Hospitals and the Garda Siochana outside of office hours.

Garda:

Pearse Street Garda Station,  
1 – 6, Pearse Street,  
Dublin 2.

Tel: +353 1 666 9000

Fax: +353 1 666 9040 (Public Office)

+353 1 666 9041 (District Office)

Hospitals:

St. James Hospital (01)4103000

Mater Misericordiae (01) 8032000



Appendix 4: Christ Church Cathedral Declaration Form

Christ Church Cathedral Declaration Form - Confidential  
Declaration Form for all those working with Children and Young People

Surname	
First Name	
Date of Birth	
Place of Birth	
Address	
Contact Number	
Any other name previously known as	

Is there any reason that you would be considered unsuitable to work with children and young people?

Yes                      No

Have you even been convicted of a Criminal Offence?

Yes                      No

If yes, please state the nature of the offences:

--

Signed: \_\_\_\_\_

Date: \_\_\_\_\_