

## Child Safeguarding Statement and Risk Assessment Music Generation Kerry

### Child Safeguarding Statement

Music Generation Kerry is a music education provider for children and young people up to age 18.

In accordance with the requirements of the [Children First Act 2015](#), [Children First: National Guidance for the Protection and Welfare of Children 2017](#), [the Addendum to Children First \(2019\)](#), the [Child Protection Procedures for Primary and Post Primary Schools revised 2023](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Music Generation Kerry Committee has agreed the Child Safeguarding Statement set out in this document.

- 1 Music Generation Kerry Committee has adopted and will implement fully and without modification the *Department's Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Deirdre Johnson
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Seamus Whitty
- 4 The Relevant Person is Deirdre Johnson
- 5 The Music Generation Kerry Committee recognises that child protection and welfare considerations permeate all aspects of the programme and must be reflected in all of its policies, procedures, practices and activities. In its policies, procedures, practices and activities, Music Generation Kerry will adhere to the following principles of best practice in child protection and welfare:

Music Generation Kerry will:

- recognise that the protection and welfare of children 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.

Music Generation Kerry will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

6. The following procedures/measures are in place:

- In relation to any member of staff who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child participating in a Music Generation Kerry programme, Music Generation Kerry adheres to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* and to the relevant agreed disciplinary procedures for staff which are published on the [gov.ie](https://www.gov.ie) website.
- In relation to the selection or recruitment of staff and their suitability to work with children, Music Generation Kerry adheres to the statutory vetting requirements of the [National Vetting Bureau \(Children and Vulnerable Persons\) Acts 2012 to 2016](#) and to the wider duty of care guidance set out in relevant Garda vetting and recruitment circulars published by the Department of Education and available on the [gov.ie](https://www.gov.ie) website.
- 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) Music Generation Kerry -
  - Has provided each member of staff with a copy of Music Generation Kerry's Child Safeguarding Statement
  - Encourages all new staff to avail of relevant training.
  - Encourages staff to avail of relevant training
  - Encourages committee members to avail of relevant training.
  - Music Generation Kerry maintains records of all staff and Board member training.
- In relation to reporting of child protection concerns to Tusla, all Music Generation Kerry personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*, including in the case of Musician Educators, those in relation to mandated reporting under the Children First Act 2015.
- All Musician Educators employed by Music Generation Kerry are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the Music Generation Kerry Committee has carried out an assessment of any potential for harm to a child while attending Music Generation Kerry performances and programmes. A written assessment setting out the areas of risk identified and Music Generation Kerry's procedures for managing those risks is included with the Child Safeguarding Statement.
- The various procedures referred to in this Statement can be accessed via the Music Generation Kerry OneDrive, the [gov.ie](https://www.gov.ie) website or will be made available on request by Music Generation Kerry.
- ETB board has appointed the abovenamed DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of Music Generation Kerry's child safeguarding statement.
- All Musician Educators employed by Music Generation Kerry are mandated persons under the Children First Act 2015.

7. This statement has been published on the Music Generation Kerry page of the Kerry ETB website and has been provided to all members of Music Generation Kerry's personnel and partner schools and organisations on request. 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.
8. This Child Safeguarding Statement will be reviewed annually 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 Music Generation Kerry committee on 12.10.2023 [date].

This Child Safeguarding Statement was reviewed by Music Generation Kerry Committee on 12.09.2024 [most recent review date].

Signed: Deirdre Johnson  
Deirdre Johnson (Oct 7, 2024 12:30 GMT+1)

Music Development Officer

Date: Oct 7, 2024

Signed: Seamus Whitty  
Seamus Whitty (Oct 7, 2024 12:30 GMT+1)

Youth Officer

Date: Oct 7, 2024

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of Music Generation Kerry

In accordance with section 11 of the Children First Act 2015 and with the requirements of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*, the following is the Written Risk Assessment of Music Generation Kerry.

#### 1. List of school activities

|   |
|---|
| Daily arrival and departure of students   |
| Online Teaching   |
| Classroom teaching  |
| One-to-one teaching   |
| Outdoor activities  |
| Sporting Activities   |
| MG Kerry outings  |
| MG Kerry trips involving overnight stay   |
| MG Kerry trips involving foreign travel   |
| Use of toilet/changing/shower areas in MG Kerry Centres   |
| Fundraising events involving students   |
| Use of off-site facilities for MG Kerry activities  |
| MG Kerry transport arrangements   |
| Management of challenging behaviour amongst students, including appropriate use of verbal restraint or physical/non-physical restraint where required |
| Administration of Medicine  |
| Administration of First Aid   |
| Prevention and dealing with bullying amongst students   |

#### 2. Music Generation Kerry has identified the following risk of harm in respect of its activities

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| No. | Risk Identified   | Level of Risk Identified | Procedure in Place to Manage identified risk. |
|-----|---|--------------------------|---|
| 1.  | Arrival and dismissal of participants at Music Generation Kerry activities. | Medium                   | ✓   |
| 2.  | Recreation breaks for participants.   |                          | ✓   |
| 3.  | Group teaching  |                          | ✓   |
| 4.  | One-to-One teaching   |                          | ✓   |
| 5.  | Online teaching and learning remotely.                                      |                          | ✓   |
| 6.  | Programme outings   |                          | ✓   |
| 6   |   |                          | ✓   |

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|----|---|--------|---|
| 1. | Risk of harm not being recognised by MG Kerry personnel                     | Medium | <ul style="list-style-type: none"> <li>✓ All MG Kerry personnel are provided with a copy of MG Kerry's <i>Child Safeguarding Statement</i></li> <li>✓ MG Kerry Personnel are required to adhere to the <i>Children First Act 2015</i></li> <li>✓ All Staff have carried out TUSLA Child Protection / Safeguarding Training and encouraged to undertake PDST online training.</li> </ul>   |
| 2. | Risk of harm not being reported properly and promptly by MG Kerry personnel | Medium | <ul style="list-style-type: none"> <li>✓ All MG Kerry personnel are provided with a copy of MG Kerry's <i>Child Safeguarding Statement</i></li> <li>✓ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all MG Kerry personnel</li> <li>✓ MG Kerry Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i></li> <li>✓ All Staff have carried out TUSLA Child Protection / Safeguarding Training and encouraged to undertake PDST online training.</li> </ul> |
| 3. | Risk of child being harmed in MG Kerry by a member of MG Kerry personnel    | Low    | <ul style="list-style-type: none"> <li>✓ MG Kerry adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</li> <li>✓ MG KERRY complies with the agreed disciplinary procedures for teaching staff</li> </ul>   |
| 4. | Risk of child being harmed in MG Kerry by another child                     | Low    | <ul style="list-style-type: none"> <li>✓ Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i></li> <li>✓ MG Kerry has in place a code of behaviour for students and provides every student with a copy of the MG Kerry Information Booklet as part of student induction</li> </ul>   |
| 5. | Risk of child being harmed in MG Kerry by volunteer or visitor to MG Kerry  | High   | <ul style="list-style-type: none"> <li>✓ All Volunteers or Visitors must sign in.</li> <li>✓ No volunteer or visitor is left alone with a child.</li> <li>✓ MG Kerry has a visitor / guest speaker / volunteer Policy</li> </ul>  |

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| 6.  | Risk of child being harmed by a member of MG Kerry personnel, a member of staff of another organisation or other person while child participating in out of MG Kerry activities e.g. MG Kerry trip or performance event | High   | <ul style="list-style-type: none"> <li>✓ MG Kerry has in place a policy and clear procedures in respect of MG Kerry outings.</li> <li>✓ Students are accompanied by Kerry ETB or other affiliated personnel for part of the placement duration.</li> <li>✓ MG Kerry has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum. All Kerry ETB teaching staff accompanying students on MG Kerry outings or to sporting events are Garda Vetted</li> </ul>   |
| 7.  | Risk of harm due to bullying of child   | Low    | MG Kerry has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i>   |
| 8.  | Risk of harm due to inadequate supervision of children in school  | Low    | MG Kerry operates a substitution rota when staff are absent   |
| 9.  | Risk of harm due to inadequate supervision of children while attending out of MG Kerry activities   | Medium | <p>All out of MG Kerry activities are supervised by MG Kerry staff</p> <p>MG Kerry risk assesses all classes, trips and visits.</p>   |
| 10. | Risk of harm due to inappropriate relationship/communications between child and another child or adult  | High   | <ul style="list-style-type: none"> <li>✓ All MG Kerry personnel are provided with a copy of MG Kerry's <i>Child Safeguarding Statement</i></li> <li>✓ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all MG Kerry personnel</li> <li>✓ MG Kerry Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i></li> <li>✓ All Staff have carried out TUSLA Child Protection / Safeguarding Training and encouraged to undertake PDST online training.</li> </ul> |
| 11. | Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while attending MG Kerry activities  | High   | <ul style="list-style-type: none"> <li>✓ MG Kerry adheres to Kerry ETB's ICT policy in respect of usage of ICT by students</li> <li>✓ MG Kerry adheres to Kerry ETB's mobile phone policy in respect of usage of mobile phones by students</li> <li>✓ Musician Educators receive training on best practice in online teaching.</li> </ul>   |

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|            |   |        | <ul style="list-style-type: none"> <li>✓ Musician Educators sign a risk assessment in advance of online teaching.</li> <li>✓ Parents sign a risk assessment wherein they are required to supervise online lessons.</li> </ul>   |
| <b>12</b>  | Risk of harm due to inadequate code of behaviour.   | Low    | <ul style="list-style-type: none"> <li>✓ Music Generation adheres to Kerry ETB's code of behaviour.</li> </ul>  |
| <b>13.</b> | Risk of harm in one-to-one teaching, counselling, coaching situation  | Medium | <ul style="list-style-type: none"> <li>✓ MG Kerry adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</li> <li>✓ MG Kerry complies with Kerry ETB's codes of conduct for MG Kerry personnel (teaching and non-teaching staff)</li> <li>✓ MG Kerry complies with the Kerry ETB's agreed disciplinary procedures for teaching staff</li> </ul> |
| <b>14.</b> | Risk of harm caused by member of MG Kerry personnel communicating with students in appropriate manner via social media, texting, digital device or other manner | Medium | <ul style="list-style-type: none"> <li>✓ MG Kerry adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</li> <li>✓ MG Kerry adheres to Kerry ETB's codes of conduct in communication for personnel (teaching and non-teaching staff)</li> <li>✓ MG Kerry complies with the agreed disciplinary procedures for teaching staff</li> </ul>        |
| <b>15.</b> | Risk of harm caused by member of MG Kerry personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner      | Medium | <ul style="list-style-type: none"> <li>✓ MG Kerry adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</li> <li>✓ MG Kerry adheres to Kerry ETB codes of conduct for MG KERRY personnel (teaching and non-teaching staff)</li> <li>✓ MG Kerry complies with Kerry ETB's agreed disciplinary procedures for staff</li> </ul>                   |
| <b>16.</b> | Risk of harm due to use of MG KERRY facilities by external agencies during MG Kerry time.   | Low    | <ul style="list-style-type: none"> <li>✓ All Volunteers or Visitors must sign in.</li> <li>✓ No volunteer or visitor is left alone with a child.</li> <li>✓ All volunteers to sign and sign receipt of MG Kerry CSS</li> </ul>  |
| <b>17</b>  | Risk of harm due daily arrival and dismissal of students outside of operational hours.  | Low    | <ul style="list-style-type: none"> <li>✓ Parents are advised of operational hours for MG Kerry.</li> <li>✓ There are clear procedures regarding the dismissal of students.</li> </ul>   |

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|  |  |  | ✓ There are clear procedures regarding the locking and unlocking of buildings used by MG Kerry. |
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### 3. Music Generation Kerry has the following procedures in place to address the risks of harm identified in this assessment –

In undertaking this risk assessment, MG Kerry has endeavoured to identify as far as reasonably practicable the risks of harm that are relevant to MG Kerry and to ensure that adequate procedures are in place to manage all risks identified. While it is not possible to foresee and remove all risk of harm, MG Kerry has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.

Our Child Safeguarding Statement has been developed in line with requirements under 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*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

- Kerry ETB Procedure for the management of allegations of abuse or misconduct against workers/volunteers of a child availing of our service;
- Kerry ETB Procedure for the safe recruitment and selection of workers and volunteers to work with children;
- Kerry ETB Procedure for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm;
- Kerry ETB Procedure for the reporting of child protection or welfare concerns to Tusla;
- Kerry ETB Procedure for maintaining a list of the persons in the relevant service who are mandated persons;
- Kerry ETB Procedure for appointing a relevant person.

All procedures listed are available on Kerry ETB SharePoint or on request.

#### Implementation

In undertaking this risk assessment, MG Kerry has endeavoured to identify as far as possible the risks of harm that are relevant to MG Kerry and to ensure that adequate procedures are in place to manage all risk identified. While it is not possible to foresee and remove all risk of harm, MG Kerry has in place the procedure listed in this risk assessment to manage and reduce risk to the greatest possible extent.

**Important Note:** It should be noted that risk in the context of this risk assessment is the risk of “harm” as defined in the Children First Act 2015 and not general health and safety risk. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post- Primary Schools 2017*

