

UNIVERSITY COLLEGE DUBLIN

UCD Child Safeguarding Statement



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DEFINITIONS

Assault in relation to a child, means when someone deliberately hurts a child physically or puts him/her at risk of being physically hurt. It may occur as a single incident or as a pattern of incidents. Please refer to **Appendix 1** of this Child Safeguarding Statement (**CSS**) where an extract from Chapter 2 of the 2017 Guidance is reproduced. This outlines types of child abuse and how they may be recognised.

Child means a person under the age of 18 years of age other than a person who is or has been married.

Child Protection Officer means the Designated Liaison Person appointed by the University in accordance with the 2017 National Guidance. For the purpose of this CSS, the Child Protection Officer will also be the Relevant Person.

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,

whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances, or otherwise.

Ill-treatment means in relation to a child, to abandon or cruelly treat the child, or causing or procuring or allowing the child to be abandoned or cruelly treated. Please refer to **Appendix 1** of this CSS where an extract from Chapter 2 of the 2017 Guidance is reproduced. This outlines types of child abuse and how they may be recognised.

Mandated Person (MP) in this CSS has the same meaning as specified in Schedule 2 of the 2015 Act, the full list of MPs specified in Schedule 2 of the 2015 Act, is attached at **Appendix 2** of this CSS.

Mandated Report means a report made by a mandated person in accordance with Sections 14(1) & 14(2) of the 2015 Act.

Neglect means, in relation to a child, to deprive the child of adequate food, warmth, clothing, hygiene, supervision, safety or medical care. Please refer to **Appendix 1** of this CSS where an extract from Chapter 2 of the 2017 Guidance is reproduced. This outlines types of child abuse and how they may be recognised.

Non-Mandated Persons (NMPs) means, for the purpose of this CSS, any person employed by the University other than an MP.

Non-Mandated Report means any report made to Tusla in accordance with this CSS and/or the National Guidance, other than a mandated report.

Physical Abuse in this CSS, physical abuse has the same meaning as assault. Please refer to **Appendix 1** of this CSS where an extract from Chapter 2 of the 2017 Guidance is reproduced. This outlines types of child abuse and how they may be recognised.

Relevant Person ("RP") means the person appointed by the University as the relevant person in accordance with Section 8 of the 2015 Act and who will be the first point of contact in respect of this CSS. For the purpose of this CSS, the Relevant Person will also be the Child Protection Officer.

Sexual Abuse means in relation to a child, the offences specified in Schedule 3 of the 2015 Act, which schedule is attached in **Appendix 3** of this CSS. Please refer to **Appendix 1** of this CSS where an extract from Chapter 2 of the 2017 Guidance is reproduced. This outlines types of child abuse and how they may be recognised.

The **2015 Act** refers to the Children First Act 2015, as amended.

The **2017 Guidance** refers to "Children First: National Guidance for the Protection and Welfare of Children",

issued by the Department of Children and Youth Affairs in 2017.

Welfare in relation to a child, includes the moral, intellectual, physical, emotional and social welfare of the child.

University means University College Dublin.

University members, means as per the University Act 1997 and the Charter of the University, University members are defined as:

- (i) members of the Governing Authority,
- (ii) members of the Academic Council,
- (iii) members of the University Management Team,
- (iv) the University's employees,
- (v) the University's students,
- (vi) the University's graduates,
- (vii) any other person the governing body may appoint to be members.

For the purpose of this CSS, it also includes any volunteer, service provider or graduate member engaged in the University's arranged activity.

1. Name of Service being Provided

1.1. The University is the provider of third and fourth level education primarily.

2. Nature of service and principles to safeguard children from harm

2.1. The University falls within the definition of an organisation that provides relevant services to children as outlined in Schedule 1 of the 2015 Act, Schedule 1 is reproduced in **Appendix 4** of this CSS. Children may be present on the University campus or under the supervision or direction of University staff or students in a wide number of circumstances, including for example:

- (i) University students under the age of 18;
- (ii) Children attending summer schools in the University;
- (iii) Children using the University's sport facilities;
- (iv) Work experience placements for University students where children are present;
- (v) Children brought onto the University campus by parents during school holidays;
- (vi) Children staying in University student residences during holiday periods ;
- (vii) Children attending interviews for admission to the University;
- (viii) Children as the subjects of academic research;
- (ix) Children attending classes offered by the University;
- (x) Children as visitors to the University for any other reason;
- (xi) Where students or staff on behalf of the University are actively involved in volunteering activities involving children;
- (xii) Interactions between University staff and students from primary and secondary schools including:- "young scientists", transition year student work placements, outreach programmes operated by UCD Access & Lifelong Learning, tutoring programmes, mentoring programmes, shadowing programmes, Summer schools & campus visits and use of library facilities.

2.2. This CSS is intended to ensure compliance with the University's obligations under the 2015 Act, the 2017 Guidance and the requirement of the Code of Governance for Irish universities; to ensure that allegations of child abuse and neglect are reported in accordance with this CSS and to provide a clear framework for managing such reports to assist and support University members.

2.3. The University wishes to ensure that it maintains the highest possible standards to meet its responsibility to protect and safeguard children and it will uphold the key principle that the welfare of the child is paramount and that children are protected, treated with respect, listened to and have their views taken into consideration.

2.4. University members must be alert to the possibility of child abuse and of their obligation to convey any concerns to the Child Protection Officer.

2.5. The University will maintain links with Tusla and An Garda Síochána in order to promote child protection and welfare policies and practices.

2.6. The University reserves the right to update this policy, including taking into account changes to legislation, the Guidance, and other legal. This policy should be interpreted in light of the 2015 Act.

3. Aims and Objectives

3.1. The purpose of this CSS is to ensure compliance with the University's statutory obligations and the 2017 Guidance, as well as promoting best practice in child protection by:

3.1.1. complying with statutory obligations under the 2015 Act;

3.1.2. complying with non-statutory best practice outlined in the 2017 Guidance;

3.1.3. ensuring, as far as practicable, that children are safe from harm while availing of the University's services (i.e. while attending the University or while participating in University activities);

3.1.4. undertaking an assessment of any potential for harm to children while they are availing of a service from the University. The University's risk assessment is attached in **Appendix 5** of this CSS;

- 3.1.5.** preparing and displaying this CSS in accordance with the requirements of Section 11 of the 2015 Act;
- 3.1.6.** appointing an RP to be the first point of contact in respect of this CSS. For the purpose of this CSS, the RP will be the Child Protection Officer;
- 3.1.7.** providing a copy of this CSS to University personnel and, where requested to students, parents, members of the public and to Tusla;
- 3.1.8.** setting out procedures to enable University members to deal with child protection concerns in which the protection and well-being of the child is the paramount consideration;
- 3.1.9.** training University members to make informed decisions and appropriate responses to child protection concerns;
- 3.1.10.** advising University members on their responsibilities in relation to child protection and compliance with statutory and non-statutory obligations; and
- 3.1.11.** ensuring information relating to child protection concerns is only shared on a "need to know" basis in accordance with the requirements of the 2015 Act and the 2017 Guidance.

4. Legal Framework

The legal framework and key publications are outlined in **Appendix 6**.

5. Roles and Responsibilities

This CSS is intended to ensure the University's compliance with the 2015 Act and the 2017 Guidance and to assist University members, in dealing appropriately with child protection concerns.

5.1. Responsibility for the implementation of this CSS

The ultimate responsibility for the implementation of this CSS rests with the University President and the University's Management Team.

5.2. Responsibility of Department Managers

It is the responsibility of all managers to ensure that each University member is made aware of their duties and complies with this CSS, insofar as it applies to them.

5.3. Responsibility of University members

This CSS applies to all University members and it is the duty of each University member to comply with this CSS.

5.4. Responsibility of the Child Protection Officer

5.4.1. The President of the University will appoint a Child Protection Officer who will:

- 5.4.1.1 act as a resource to any University member who has a child protection query or concern;
- 5.4.1.2 oversee the implementation of this CSS and procedures contained in this document;
- 5.4.1.3 consult with associated service providers on the University's campus who provide services to children to ensure that they adopt a CSS;
- 5.4.1.4 promote awareness of this CSS and ensure that staff and students of the University have ready access to the contact details of the Child Protection Officer;
- 5.4.1.5 ensure that new employees and students of the University are made aware of this CSS during staff induction training and student orientation week;

- 5.4.1.6 act as a liaison with outside agencies such Tusla and an Garda Síochána;
- 5.4.1.7 liaise with the President, Director of Human Resources, UCD Registrar & Deputy President (the “**Registrar**”) and the University’s legal team as appropriate, regarding specific cases;
- 5.4.1.8 ensure that mandated and non-mandated reporting procedures are followed, so that cases of child abuse and neglect are referred promptly to Tusla and/or to An Garda Síochána;
- 5.4.1.9 ensure compliance by MPs with joint reporting procedures;
- 5.4.1.10 record all allegations of child abuse and neglect brought to his/her attention;
- 5.4.1.11 record all actions taken in relation to allegations of child abuse and neglect;
- 5.4.1.12 where a concern does not reach the threshold for mandated reporting, but there remains a reasonable concern about the welfare or protection of a child, report this to Tusla;
- 5.4.1.13 seek informal advice from Tusla where there is any doubt as to whether a matter should be reported to Tusla and/or as to whether a mandated report should be made;
- 5.4.1.14 record the reasons where a decision is made not to report an allegation;
- 5.4.1.15 in instances where the Child Protection Officer is of the view that a report does not need to be made, the Child Protection Officer should inform the MP that it is open to the MP to seek informal advice from Tusla and/or to report his/her concern and/or to make a mandated report where s/he still considers that such a report is warranted;
- 5.4.1.16 in instances where the Child Protection Officer is of the view that a report does not need to be made, but the MP decides to make a report the Child Protection Officer shall:
 - (i) request a copy of the report from the MP; and
 - (ii) inform **the Registrar** that a report has been made by the MP, provide a copy of same to **the Registrar** and indicate the reasons why the Child Protection Officer decided not to make a report.
- 5.4.1.17 ensure that s/he is knowledgeable about child protection and undertakes any training considered necessary to keep updated on new developments; and
- 5.4.1.18 uphold the key principle that the welfare of the child is paramount.

5.4.2. In accordance with this CSS, an MP shall, when making a mandated report, make it jointly with the Child Protection Officer.

5.4.3. The University may appoint a person to act as the Child Protection Officer who is also an MP.

5.4.4. A Deputy Designated Liaison Person (the “**DDL**”) will be appointed to assume the responsibilities of the Child Protection Officer if the Child Protection Officer is unavailable or unable to act for any reason. Any references in this document to the Child Protection Officer should also be read as applying to the Child Protection Officer, as appropriate.

5.5. Responsibility of MPs

5.5.1. The statutory obligation to report mandated concerns in accordance with the 2015 Act rests with MPs and not with the Child Protection Officer.

5.5.2. In accordance with this CSS, MPs are required:

- 5.5.2.1 to inform the Child Protection Officer as part of the reporting structure of any allegations, suspicions or disclosures of child abuse or neglect;
- 5.5.2.2 when making a mandated report, to make it jointly with the Child Protection Officer.
- 5.5.2.3 Where the Child Protection Officer is of the view that a report does not need to be made, the Child Protection Officer should inform the MP that it is open to the MP to seek informal advice from Tusla and/or to report his/her concern and/or to make a mandated report where s/he still considers that such a report is warranted. In such circumstances, the MP shall:
 - (i) inform the Child Protection Officer that a report has been made and whether it was a mandated report; and
 - (ii) provide a copy of the report to the Child Protection Officer.
- 5.5.2.4 assist Tusla, if requested, in accordance with Section 16 of the 2015 Act in assessing a concern, which has been the subject of a mandated report. Please refer to **Appendix 7** of this CSS for guidance; and
- 5.5.2.5 uphold the key principle that the welfare of the child is paramount.

5.6. Responsibility of the University's Subsidiary Companies

The University requires its relevant subsidiary companies to put in place a comprehensive CSS in accordance with the 2015 Act, the 2017 Guidance and this CSS including UCD Campus Sport and Leisure Limited.

5.7. Responsibility of facility providers located on the University's campus

The University requires UCD Crèche, the crèche facility provider located on the University's campus, to put in place a comprehensive CSS in accordance with the 2015 Act, the 2017 Guidance and this CSS.

6. Risk Assessment

6.1. The University has undertaken a risk assessment in which it has assessed potential harm to children while availing of the services provided by the University and the list of procedures for managing these risks. This risk assessment is attached at **Appendix 5**.

7. University's Student Residences

7.1. In order to take account of the University's students who are under 18 and residing at the University's Student Residences during the academic year, the following measures will be taken:

- (i) In order that applicants under 18, and their parents, can make a fully informed decision before applying for accommodation, the UCD Student Residences online booking page highlights that accommodation booking is open to all University students, mixed genders and ages and that students under the age of 18 will in all likelihood be sharing an apartment with students over 18 years or age.
- (ii) All residents under 18 are identified on the SIS Web Accommodation Management system.
- (iii) UCD Residences House Rules and Overnight Guest Policy preclude guests under the age of 18.
- (iv) All residents will be made aware of the UCD Residences Child Protection Operational Guidelines and will be expected to abide by them at all times.
- (v) UCD Student Residences shall work with the Child Protection Officer to consider any relevant training that can be given to staff and contractors.

7.2. When children attend the University as part of a trip/language school organised by a third party and stay at the University's Student Residences, the trip organisers should ensure the following:

- (i) Written parental consent for each child is obtained;

- (ii) Any information about the children which may be relevant to staying away overnight, e.g. allergies, medical problems or special needs is obtained and on hand;
- (iii) Appropriate and supervised sleeping arrangements;
- (iv) Respect for the privacy of children and young people in dormitories, changing rooms, showers and toilets;
- (v) All staff engaged by the organiser and having direct access to children shall be Garda/police vetted (as applicable by jurisdiction);
- (vi) Adequate insurance cover.

7.3. The University and Secondary School Students

- 7.3.1.** The University organises a range of activities involving interaction between University students and school pupils. These include mentoring, tutoring, summer schools, campus visits, shadowing days and orientation activities.
- 7.3.2.** Shadowing days are where fifth year secondary school pupils spend the day with a University student attending lectures, tutorials and using campus facilities. University students are recruited college wide, complete an application form and are required to comply with the following (as well as adhering to this policy):
 - (i) University students must work in pairs and remain with their shadows on campus;
 - (ii) University student will not visit any student residence;
 - (iii) University student will not carry, offer or consume any illegal substances or alcohol; and
 - (iv) University student will not visit pubs/bars while being shadowed.
- 7.3.3.** The participating University students in all outreach activities will attend training sessions where staff and others will make students aware of appropriate behaviour, good practice in child protection and reporting procedures.

8. Procedures

- 8.1.** This CSS has been developed in line with requirements under the 2015 Act and the 2017 Guidance. In addition to the procedures listed in the University's risk assessment, the following procedures support the University's intention to safeguard children while they are availing of its services.
- 8.2. Procedure for the management of allegations of abuse or misconduct against workers/volunteers involving a child availing of the University's services**
 - 8.2.1.** If an allegation is made against a University staff member, action will be guided by the 2015 Act, the 2017 Guidance, the agreed procedures and the rules of natural justice.
 - 8.2.2.** The Child Protection Officer shall be informed as soon as possible.
 - 8.2.3.** The first priority should be to ensure that no child is exposed to unnecessary risk. The Child Protection Officer shall, as a matter of urgency, refer the matter to the Director of Human Resources¹ who may take any necessary protective measures, including, where necessary, immediately placing the staff member on administrative leave. These measures should be proportionate to the level of risk and should not unduly penalise the staff member, financially or otherwise, unless necessary to protect children.
 - 8.2.4.** Any allegation must be dealt with sensitively and with a presumption of innocence (until the contrary is proved) and the University member treated fairly. This includes the right not to be judged in advance of a full and fair enquiry. The Child Protection Officer will advise the Director of Human Resources who should advise the person against whom the allegation of child abuse is being made of the following:
 - 8.2.4.1 the fact that an allegation has been made against him/her; and
 - 8.2.4.2 the available details of the nature of the allegation.
 - 8.2.5.** The University staff member should be afforded the opportunity to respond to the Director of Human Resources (rather than the Person making the allegation). The Director of Human

¹ Or his/her nominee

Resources who will forward this response to the Child Protection Officer who should note the response and pass the information on to Tusla, if making a formal report.

8.2.6. A follow up of allegations of abuse against a University staff member should be made in consultation with Tusla and/or An Garda Síochána. Immediate contact should be made with these two agencies for that purpose.

8.2.7. It is important to note that if an allegation is made against a University staff member, there are two procedures to be followed:

8.2.7.1 the relevant HR procedures applicable to the University member; and reporting the allegation in accordance with section 10 of this CSS, to Tusla and An Garda Síochána.

8.2.7.2 In general, the same person should not have the responsibility of dealing with both procedures. The Child Protection Officer² is responsible for reporting the matter to Tusla and/or An Garda Síochána, while the Director of Human Resources or his/her nominee is responsible for addressing the relevant procedural issues applicable in respect of a University staff member.

8.3. Allegations of child abuse against a student member of the University

8.3.1. If an allegation is made against a student member of the University, action should be guided by the 2015 Act, the 2017 Guidance, the agreed procedures under the University Student Code and the rules of natural justice.

8.3.2. The Child Protection Officer should be informed as soon as possible.

8.3.3. The first priority should be to ensure that no child is exposed to unnecessary risk. The Child Protection Officer shall, as a matter of urgency, refer the matter to the Registrar³ who may take any necessary protective measures. These measures should be proportionate to the level of risk and should not unduly penalise the student member, unless necessary to protect children.

8.3.4. Any allegation of abuse must be dealt with sensitively and with a presumption of innocence (until the contrary is proved) and the University student member should be treated fairly. This includes the right not to be judged in advance of a full and fair enquiry. The Child Protection Officer should privately advise the person against whom the allegation of child abuse is being made of the following;

8.3.4.1 The fact that an allegation has been made against him/her; and

8.3.4.2 The available details of the nature of the allegation.

8.3.5. The University student member should be afforded the opportunity to respond to the Child Protection Officer (rather than the Person making the allegation). The Child Protection Officer should note the response and pass the information on to Tusla, if making a formal report.

8.3.6. A follow up of allegations of abuse against a University student member should be made in consultation with Tusla and/or An Garda Síochána. Immediate contact should be made with these two agencies for that purpose.

8.3.7. It is important to note that if an allegation is made against student member of the University, then there are two procedures to be followed:

8.3.7.1 dealing with the matter in accordance with the University Student Code; and

8.3.7.2 reporting the allegation in accordance with sections 9.3 and 9.4 of this CSS, to Tusla and An Garda Síochána.

² Or the Child Protection Officer and MP acting jointly

³ Or his/her nominee

- 8.3.8.** In general, the same person should not have the responsibility of dealing with both procedures. The Child Protection Officer⁴ is responsible for reporting the matter to Tusla and/or An Garda Síochána, while the Registrar is responsible for addressing the application of the University's Student Code, if relevant.
- 8.3.9.** It should be further noted that in the event that an allegation is made against a student who is under 18 years of age, this should be considered a child welfare and protection issue for both children and the Child Protection Officer should follow the outlined procedures for both the alleged victim and the alleged abuser. For further details, please see **Appendix 1** of this CSS in relation to the signs and symptoms of abuse/bullying.

8.4. Allegations of abuse against a University staff member

8.4.1. Please see 8.2 above.

8.5. Procedure for the safe recruitment and selection of workers and volunteers to work with children

8.5.1. The University:

- 8.5.1.1 appoints appropriately qualified/experienced recruitment panels that receive recruitment training;
- 8.5.1.2 uses standard forms and agreed recruitment procedures;
- 8.5.1.3 requires appropriate qualifications/experience from applicants;
- 8.5.1.4 issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements);
- 8.5.1.5 ensures that prospective candidates working with children undergo the normal selection process, which includes a formal interview;
- 8.5.1.6 checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc;
- 8.5.1.7 undertakes vetting of current and prospective employees and volunteers in accordance with the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended). The University's Garda Vetting Policy for staff can be found at https://www.ucd.ie/hr/t4cms/Garda_Vetting_Policy.pdf. The University's Garda vetting policy for students can be found at http://www.ucd.ie/registry/admissions/Garda_Vetting_Policy_May2015.pdf ;
- 8.5.1.8 ensures that contracts of employment shall state that the employee shall comply with this CSS;
- 8.5.1.9 requires that all new recruits undergo a probationary/trial period.

8.6. Procedure for the provision of and access to child safeguarding training and information, including the identification of the occurrence of harm

8.6.1. The University:

- 8.6.1.1 will provide each University staff member with a copy of this CSS;
- 8.6.1.2 ensures that all new staff are provided with a copy of this CSS;
- 8.6.1.3 encourages staff to avail of relevant training;

⁴ Or the DLP and MP acting jointly

- 8.6.1.4 will maintain records of relevant training;
- 8.6.1.5 undertakes to ensure that appropriate briefing sessions will be provided to University members, including those who may not work with children on a regular basis, in order to ensure that University members have the necessary familiarity with the 2015 Act, the 2017 Guidance and this CSS;
- 8.6.1.6 Focused training will be provided to University members who:
 - (i) are the Child Protection Officer/DDLP
 - (ii) are MPs; and/or
 - (iii) a necessary and regular part of their work or activities consists mainly of the person having access to, or contact with, children,in order to ensure that they are:
 - (i) aware of their statutory obligations, if applicable;
 - (ii) in compliance with the provision of information, instruction and training;
 - (iii) aware of the procedures in place to inform and instruct University members in relation to the identification of child protection concerns;
 - (iv) providing children's activities in keeping with best practice; and
 - (v) providing confident responses to child protection issues.

8.7. Procedure for the reporting of child protection or welfare concerns to Tusla

8.7.1 This must be done in accordance with the provisions of this CSS.

8.8. Maintaining a list of the persons (if any) in the relevant service who are mandated persons

8.8.1 The University shall maintain the list of MPs.

8.9. Procedure for appointing a relevant person

8.9.1 The University has appointed the Child Protection Officer as the RP to be the first point of contact in respect of this CSS

8.10. Access to Procedures

8.10.1 All Procedures listed in this CSS can be accessed via the University's website or will be available upon request.

9. Reporting Framework

9.1. Guiding Principles

9.1.1 The guiding principles on reporting child abuse or neglect may be summarised as follows:

9.1.1.1.1 The safety and well-being of the child must take priority over concerns about adults against whom an allegation may be made; and

9.1.1.1.2 Reports should be made immediately to Tusla in accordance with this CSS.

9.1.2 Child abuse can be categorised into four different types: (i) neglect, (ii) emotional abuse, (iii) physical abuse and (iv) sexual abuse. A child may be subjected to one or more forms of abuse at any given time. Abuse and neglect can occur within the family, in the community or in an institutional setting. The abuser may be someone known to the child or a stranger, and can be an adult or another child. In a situation where abuse is alleged to have been carried out by

another child, it is a child welfare and protection issue for both children and child protection procedures should be followed for both the victim and the alleged abuser.

- 9.1.3 The important factor in deciding whether the behaviour is abuse or neglect is the impact of that behaviour on the child rather than the intention of the parent/guardian.
- 9.1.4 Please refer to **Appendix 1** of this CSS for further information on recognising the signs and symptoms of child abuse/neglect.

9.2. Mandated and Non-Mandated Reporting

9.2.1. There are two instances of reporting to Tusla:

- 9.2.1.1 Mandated reporting; and
- 9.2.1.2 Non-mandated reporting/Reporting of reasonable concerns

9.2.2 Where University members, including MPs, know, believe or have reasonable grounds to suspect that a child may have been abused or neglected, is being abused or neglected, or is at risk of abuse or neglect, he/she shall without delay report this to the Child Protection Officer

9.2.3 When such a report is made to the Child Protection Officer, s/he⁵ should consider whether this is a mandated or non-mandated concern.

9.3. Mandated Reporting

9.3.1. In accordance with section 14 of the 2015 Act,

- 9.3.1.1 where an MP knows, believes or has reasonable grounds to suspect, on the basis of information that he or she has received, acquired or become aware of in the course of his or her employment or profession as such a mandated person, that a child has been harmed, is being harmed, or is at risk of being harmed; s/he shall as soon as practicable, report that knowledge, belief or suspicion to Tusla
- 9.3.1.2 Where a child believes that s/he has been harmed, is being harmed, or is at risk of being harmed and discloses that belief to an MP in the course of the MP's employment or profession, the MP shall report that disclosure to Tusla

9.3.2. Where an MP has the knowledge, belief or suspicion outlined at (i) above and/or receives a disclosure from a child in accordance with (ii) above, s/he shall without delay, report this to the Child Protection Officer.

9.3.3. Where the Child Protection Officer and the MP both agree that there are reasonable grounds for concern, the Child Protection Officer and MP must jointly consider whether the concern in question is at or above the defined threshold of harm at which point a report must be submitted as a mandated report to Tusla.

9.3.4. Where the Child Protection Officer and/or the MP are unsure whether the concern meets the threshold for making a mandated report, the Child Protection Officer shall seek advice from Tusla. The Child Protection Officer shall inform the MP concerned that such advice is being sought and shall inform the MP of the advice once same has been provided.

9.3.5. Where Tusla advises that a mandated report should be made, the Child Protection Officer and the MP shall act on that advice and a mandated report shall be submitted to Tusla jointly by the Child Protection Officer and MP as soon as practicable.

9.3.6. Where a mandated concern requires urgent intervention to make the child safe, section 14(7) of the 2015 Act allows the Child Protection Officer/MP to alert Tusla of the concern in advance of submitting a written report. Subsequently, the MP and the Child Protection Officer must jointly submit a mandated report to Tusla on the report form at **Appendix 7A** within three days.

⁵ Or the DLP and MP acting jointly.

9.3.7. Where the Child Protection Officer does not believe the concern satisfies the threshold of harm sufficient to submit a mandatory report, s/he should inform the MP in writing that if s/he remains concerned, the MP, may submit a mandated report to Tusla. In these circumstances, the MP must furnish the Child Protection Officer with a copy of the mandated report s/he provided to Tusla and inform the Child Protection Officer of any advice, information and/or documentation s/he receives from Tusla in relation to the report.

9.3.8. The thresholds of harm for each category of abuse at which MPs have a legal obligation to make mandated reports are as follows:

9.3.8.1 Neglect

The threshold of harm at which an MP must make a mandated report to Tusla is reached when s/he knows, believes or has reasonable grounds to suspect that a child's needs have been neglected, are being neglected, or are at risk of being neglected to the point where the child's health, development or welfare have been or are being seriously affected, or are likely to be seriously affected.

9.3.8.2 Emotional Abuse/Ill-Treatment

The threshold of harm, at which an MP must make a mandated report to Tusla is reached when s/he knows, believes or has reasonable grounds to suspect that a child has been, is being, or is at risk of being ill-treated to the point where the child's health, development or welfare have been or are being seriously affected, or are likely to be seriously affected.

9.3.8.3 Physical Abuse

The threshold of harm, at which an MP must make a mandated report to Tusla is reached when s/he knows, believes or has reasonable grounds to suspect that a child has been, is being, or is at risk of being assaulted and that as a result the child's health, development or welfare have been or are being seriously affected, or are likely to be seriously affected.

9.3.8.4 Sexual Abuse

A threshold does not apply as all sexual abuse falls within the category of seriously affecting a child's health, welfare or development. If an MP knows, believes or has reasonable grounds to suspect that a child has been, is being, or is at risk of being sexually abused, then the MP must make a mandated report to Tusla. Sexual abuse is an offence against the child as specified in Schedule 3 of the 2015 Act, this schedule is reproduced in **Appendix 3** of this CSS.

There is one exception to the requirement to report sexual abuse i.e. certain consensual sexual activity between teenagers, as provided for in the 2015 Act and as outlined at **Appendix 3A** of this CSS.

9.3.9. No obligation to submit a mandated report

9.3.9.1 There is no obligation to make a mandated report where:

- i. the concern relates to consensual sexual activity as per **Appendix 3A** of this CSS and as defined at section 14(3) of the 2015 Act;
- ii. the sole basis for the MP's knowledge, belief or suspicion of harm is as a result of information s/he has acquired, received or become aware of from:
 - o Another MP, who has made a report to Tusla,
 - o A person, other than an MP, who has reported jointly with an MP to Tusla,
 unless an MP becomes aware of any additional information, in which case a further report should be made to Tusla;
- iii. information was received by the MP pursuant to his or her role in assisting Tusla with an assessment as to whether a child who is the subject of a report or any other child

has been, is being or is at risk of being harmed; or

- iv. information is acquired by an MP outside the course of his/her professional work or employment on the basis of a personal rather than a professional relationship.

The foregoing exemptions do not apply to a disclosure made by a child to an MP.

9.3.10. Failure to make a mandated report

- 9.3.10.1 MPs should be aware of the administrative actions that Tusla can take if, after an investigation, it emerges that an MP failed to make a mandated report. Tusla may:
 - i. make a complaint to the Fitness to Practise Committee of a regulatory body of which the MP in question is a member; or
 - ii. pass information about the MP's failure to make a report to the National Vetting Bureau of An Garda Síochána. This information could then be disclosed to an MP's current or future employers when s/he is next vetted.
- 9.3.10.2 The University will treat a failure to make a mandated report as a disciplinary matter, which will be dealt with under the relevant disciplinary procedure.
- 9.3.10.3 In addition, the Criminal Justice (Withholding of Information on Offences against Children and Vulnerable Persons) Act 2012 requires that any person who has information about an offence⁶ against a child, which may result in charges or prosecution, must report this to An Garda Síochána. Failure to report is a criminal offence.
- 9.3.10.4 An MP cannot submit a mandated report anonymously.

9.4. Non-Mandated Reporting

9.4.1. Reasonable concerns below the threshold

- 9.4.1.1 If an MP receives an allegation or has a suspicion that a child may have been abused or neglected, is being abused or neglected, or is at risk of abuse or neglect, he/she shall, without delay, report this to the Child Protection Officer.
- 9.4.1.2 Where both the Child Protection Officer and MP decide that the concern does not reach the threshold for mandated reporting, but there remains a reasonable concern about the welfare or protection of a child, the Child Protection Officer is required to report this to Tusla. If the Child Protection Officer is unsure whether the matter should be reported, s/he shall take advice from Tusla and act on this advice.

9.4.2. Concerns from NMPs

- 9.3.2.1 Where a NMP has a concern in relation to child abuse or neglect, the NMP should report this to the Child Protection Officer. In light of the information received, the Child Protection Officer will decide whether to report the matter to Tusla and/or seek informal advice.

9.4.3. Seeking informal advice from Tusla

- 9.4.3.1 Where the Child Protection Officer and/or an MP is concerned about a child but is unsure whether to report the **concern** to Tusla, or whether a report should be submitted to Tusla as a mandated report, the Child Protection Officer shall seek advice from Tusla. In consulting Tusla, the Child Protection Officer shall be explicit that he or she is requesting advice and consultation and that he or she is not making a report. At this informal stage, the Child Protection Officer need not give identifying details.
- 9.4.3.2 It should be noted that if the concern was brought to the attention of the Child Protection Officer by an MP, the Child Protection Officer shall inform the MP that Tusla's advice is being sought and shall inform the MP of the advice when received.

⁶ These offences are set out in [Appendix 8](#)

9.4.3.3 If Tusla advise that a report should be made to it, the Child Protection Officer should act on that advice.

9.4.3.4 In all cases where the Child Protection Officer has sought the advice of Tusla, the Child Protection Officer shall retain a record of the consultation, which will note the date, the name of the Tusla official and the advice given.

9.4.4. Where the Child Protection Officer does not report the matter to Tusla

9.4.4.1 If the Child Protection Officer decides not to report a matter to Tusla, the matter should still be recorded or noted internally by the Child Protection Officer.

9.4.4.2 If the Child Protection Officer decides not to report a concern to Tusla, the following steps should be taken:

- i. The reasons for not reporting should be recorded;
- ii. Any actions taken as a result of the concern should be recorded;
- iii. The Child Protection Officer must provide the employee/volunteer with a clear written explanation of the reason why the Child Protection Officer decided not to report;
- iv. The Child Protection Officer must inform the employee or volunteer who raised the concern that it is open to him/her to seek informal advice from Tusla and/or to report his/her concern where s/he still considers that such a report is warranted and/or report the matter to An Garda Síochána; and
- v. In such circumstances, the MP must provide a copy of the report to the Child Protection Officer.

9.5. Disclosure of suspected child abuse by a child to a University Member

9.5.1. If a complaint of abuse is disclosed directly from a child to a University member, the child is likely to be under severe emotional stress and the University member may be the only adult whom the child is prepared to trust. Great care should be taken not to damage trust and deal with disclosures sensitively and professionally. The following approach is suggested as best practice for dealing with these disclosures.

- 9.5.1.1 React calmly;
- 9.5.1.2 Listen carefully and attentively;
- 9.5.1.3 Take the child seriously;
- 9.5.1.4 Reassure the child that they have taken the right action in talking to you;
- 9.5.1.5 Do not promise to keep anything secret;
- 9.5.1.6 Ask questions for clarification only;
- 9.5.1.7 Do not ask leading questions;
- 9.5.1.8 Check back with the child that what you have heard is correct and understood;
- 9.5.1.9 Do not express any opinions about the alleged abuser;
- 9.5.1.10 Ensure that the child understands the procedures that will follow;
- 9.5.1.11 Make a written record of the conversation as soon as possible, in as much detail as possible, using the actual words that the child used;

- 9.5.1.12 Treat the information confidentially, subject to the requirements of this CSS, legislation and the 2017 Guidance.

9.5.2. If child abuse is suspected, or an allegation is made, the University member should:

- 9.5.2.1 insofar as is appropriate gather information;
- 9.5.2.2 record the conversation (in the words of the child) and their observations accurately. The observations should include dates, times, names, locations, context and any other information that may be relevant;
- 9.5.2.3 inform the Child Protection Officer as soon as possible; and
- 9.5.2.4 the University member should not interview the child or the child's parents/guardian about the alleged abuse, as this is the function of Tusla and/or An Garda Síochána. The role of the University member is not to investigate.

9.6. Allegations of Child Abuse on Placement

- 9.6.1 University staff, when arranging work placements, must clarify the child safeguarding procedures within the host organisations. The University's students must familiarise themselves with these procedures.
- 9.6.2 If a University member has a child protection concern while on work placement, then the University member should follow the procedure for reporting child protection concerns in the organisation in which the work placement is taking place. If the University member is unclear of the procedure, s/he should contact the Child Protection Officer for clarification.
- 9.6.3 If an allegation of child abuse is made against a University member while on work placement, the procedure to be followed is as per this CSS, as outlined above. Where a University member becomes aware of allegations of child abuse or neglect, he/she must contact the Child Protection Officer immediately who will liaise with the RP within the organisation where the work placement is taking place.

9.7. Disclosure of suspected child abuse by a third party to a University Member

- 9.7.1.** If a complaint is made to a University member from either another University member or a third party, to the effect that there is reasonable suspicion that abuse or neglect is alleged to have taken place against a child, the University member should:
 - 9.7.1.1 direct the person to the Child Protection Officer to report the concern; or
 - 9.7.1.2 report the concern to the Child Protection Officer him/herself;
- 9.7.2.** If the disclosure is made to an MP, s/he may have a statutory obligation to report to Tusla, this should be done in accordance with this CSS.

9.8. Child Pornography

- 9.8.1** Knowingly producing, distributing, printing, publishing or showing child pornography or possessing it for any of these purposes is a criminal offence under Child Trafficking and Pornography Act 1998. In order to combat child grooming and similar behaviour, the Criminal Law (Sexual Offences) Act, 2017 makes it a criminal offence for a person to send sexually explicit material by means of information and communication technology to a child.
- 9.8.2** If a University member is concerned that child pornography images are being downloaded and/or viewed, this should be reported as soon as possible to the Child Protection Officer. The Child Protection Officer is then responsible for ensuring that suspicions or allegations are referred to the Gardaí/Tusla and managed as per this CSS. If the University Member is an MP, s/he may have a statutory obligation to report to Tusla, if applicable, this should be done in accordance with the joint reporting procedures in this CSS.

9.9. MPs who work with adults

Where a University employee works with or treats persons, during the course of his/her employment, with mental health difficulties, intellectual disability, addiction or domestic violence issues, s/he must consider the welfare and safety of any children in that person's family and/or children in regular contact with the person. If there are concerns, which meet or exceed the thresholds outlined above, then s/he must report them jointly with the Child Protection Officer to Tusla in accordance with this CSS. Reasonable concerns below that threshold should also be reported to the Child Protection Officer who will report it to Tusla in accordance with this CSS.

9.10. Retrospective disclosure of child abuse by an adult

- 9.10.1** Some adults may disclose abuse that took place during their childhood. Such disclosures may come to light in various ways such as when a student attends an MP who works as a Student Counsellor or Student Healthcare professional. Such a disclosure may require mandated reporting as set out above. In accordance with professional obligations, an MP will endeavour to establish whether there is any current risk to any child who may be in contact with the alleged abuser revealed in such disclosures.
- 9.10.2** Where an MP provides counselling, it is recommended that students are put on notice before the counselling starts, that if any child protection issues arise and the alleged perpetrator is identifiable, the MP must pass the information on to Tusla. If the student does not feel able to participate in any investigation, Tusla may be seriously constrained in their ability to respond to the retrospective allegation.
- 9.10.3** Any reasonable concern about past abuse, where the information came to attention before the 2015 Act came into force and where there is a possible continuing risk to children, should be reported in accordance with the non-mandated reporting procedures outlined in section 9.4 of this CSS.
- 9.10.4** If a University member makes a disclosure of abuse suffered during his/her childhood, the person to whom s/he has made the disclosure should provide him/her with contact information for the relevant University support services; a student should be provided with contact details for the Universities Counselling Services. The University staff member should be provided with details of the Employee Assistance Programme (EAP) service. <https://www.ucd.ie/hr/benefitsforfacultyandstaff/staffsupportsandnetworks/>. Reports in relation to retrospective abuse can be made by submitting the Tusla form attached at **Appendix 7B** of this CSS.

9.11. Internal Oversight

- 9.11.1.** The Child Protection Officer shall inform the appropriate University Officer of mandated and non-mandated reports made by a University member. The appropriate University Officer will be:
- 9.11.1.1 The Registrar where the allegation is made against a University student, and
- 9.11.1.2 the Director of Human Resources where the allegation is made against a University employee or an individual working on a voluntary/unpaid basis on behalf of the University or any other person,
- 9.11.1.3 the University President where the allegation is made in relation to any other case.

Each of whom will be sensitive to the fact that information should only be shared on a need to know basis with those with a right or a need to know.

9.12. Protection from Civil Liability

- 9.12.1** Where the Child Protection Officer or any other person reports suspicions of child abuse and neglect "reasonably and in good faith" to designated officers of Tusla or any members of An Garda Síochána, the Protection of Persons Reporting Child Abuse Act 1998 (the "1998 Act") protects them from civil liability for doing so. This means that if a person makes a report of suspected child abuse to Tusla or to An Garda Síochána even if it proves unfounded, any person taking an action would only be successful if they could prove the person had not acted reasonably and in good faith in making the report. That 1998 Act also makes it an offence to make a report of child abuse to the appropriate authorities "knowing the statement to be untrue". This is designed to protect innocent persons from malicious reports.

9.13 False and mistaken allegations

9.13.1 It is important that when an allegation is found to be false or mistaken that all appropriate steps are taken to restore the good name of the person wrongly accused. The Child Protection Officer shall liaise with appropriate colleagues (including the Registrar, the Director of Human Resources and the University's legal team) and they shall decide on how the accused person is to be supported and facilitated in resuming his/her functions.

9.13.2 When the Child Protection Officer is satisfied immediately that it would have been impossible for the person complained of to have committed the abuse, for instance, it can be clearly established that they were elsewhere at the time of the alleged complaint s/he will:

- i. Advise the complainant in writing of the action being taken and its outcome, including information on other avenues to pursue the matter if s/he remains dissatisfied;
- ii. Advise the person against whom the complaint has been made, providing details and confirming that it is without substance and that no further action is being taken;
- iii. Consider whether the complainant has been abused by someone else and report the matter to Tusla /Gardaí;
- iv. Keep a comprehensive record of the incident, including the reason for no further action; and
- v. Consider initiating a complaint of knowingly making a false report of child abuse under the provisions of Section 5 of the 1998 Act.

10. Research Activities involving children – Best Practice

10.1. Research involving children must be approved by the University's research ethics process prior to the commencement of the work. General information on research ethics applications can be obtained from the University's Research Ethics Committee. When working with children, the researcher must comply with this CSS and the University's Code of Good Practice in Research and all policies and guidelines of the University's Human Research Ethics Committee including, but not limited to, the policy on "Vulnerable Groups" and "Research with Students who are a Minor."

In particular, the following must be complied with:

10.1.1. In relation to research which has required approval from the Ethics Committee written consent must be obtained from the parents/guardians of children under 18 years and (where appropriate, i.e. where the children are capable of providing informed consent) from the children themselves.

10.1.2. In assessing whether the child is capable of giving informed consent, their age, literacy, cultural background and any learning difficulties or disabilities should be taken into account.

10.1.3. Children need to be informed in appropriate language so that they understand the research in which they are being asked to participate.

10.1.4. The effect of the research on the child is monitored to ensure that the child feels comfortable with continuing with the research. A child's right to discontinue participation must be respected.

10.1.5. There may be occasions when a confidential interview or a one-to-one meeting is necessary and in such circumstances, the interview should be conducted in a room with an open door or visual access.

10.1.6. Assurances of complete confidentiality must not be given.

10.2. In situations where research involves children who are or have been in state care, such children and their care proceedings are governed by "in camera" rules and principles of confidentiality, as set out in section 29 and section 31 of the Child Care Act 1991 (as amended). Legal advice should always be sought in advance of undertaking such research.

11. Confidentiality & Record Keeping

11.1. Sharing of Information

- 11.1.1 No undertakings regarding secrecy can be given by any University member to the person reporting an allegation of child abuse, be they an adult or a child. This should be made clear to all parties involved, although reassurances can be given that all information will be handled with sensitivity, taking full account of legal requirements.
- 11.1.2 All information regarding concerns of child abuse or neglect should be shared on a “need to know” basis only i.e. with personnel who have a legitimate involvement or role in dealing with the issue. Giving information reasonably and in good faith to those who need to have the information for the protection of a child who may have been or is in danger of being abused (including the Child Protection Officer, Tusla or An Garda Síochána) is not a breach of confidentiality or data protection laws.
- 11.1.3 At all stages in the process (disclosure, reporting and dealing with an abuse allegation), confidentiality is of extreme importance. Statements, letters and other communications shall be confidential to those involved as per the procedure outlined in this CSS.
- 11.1.4 In accordance with section 17 of the 2015 Act, where the Child Protection Officer and/or MP is assisting Tusla to carry out an assessment, s/he may not share this information with a third party save in accordance with the law, or unless Tusla authorises in writing the disclosure of information, subject to such conditions (if any) as Tusla considers appropriate and specifies in the authorisation. A person who fails to comply with this requirement shall be guilty of a criminal offence.

11.2. Management of records

- 11.2.1 All records of allegations in relation to child protection issues, which are made to a University member, should be regarded as highly confidential and should be provided to the Child Protection Officer and stored in a secure location, in keeping with Data Protection requirements.

11.3. Record Keeping/Recording Allegations

- 11.3.1 Where there is an allegation of child abuse or neglect, the Child Protection Officer shall keep proper dated and signed records. All records are highly confidential and it is the responsibility of the Child Protection Officer to ensure that these are kept securely.
- 11.3.2 Details of allegations and reports of alleged incidents of abuse must be recorded. The records include:
 - 11.3.2.1 the date and time of disclosure;
 - 11.3.2.2 details of the allegation;
 - 11.3.2.3 details of what action the University has taken;
 - 11.3.2.4 an indication of the parties involved (including third parties) including names and addresses;
 - 11.3.2.5 any suspicions consequent on the information and the factual grounds for such suspicions;
 - 11.3.2.6 the response of the parents/guardians to the information (if any);
 - 11.3.2.7 the response of the person against whom the allegations were made (if any);
 - 11.3.2.8 the report from the University staff member who received the information or who has concerns;
 - 11.3.2.9 where a decision is made not to inform the parents/guardians, the reason for the decision and the advice received from Tusla;
 - 11.3.2.10 details (dates, times, people, place) of any subsequent meetings and communications of interested parties; and

- 11.3.2.11 decisions re referral (or not) to Tusla, or An Garda Síochána including how, why, when and by whom the decision was taken.

12. Other Considerations

12.1. Informing The Child's Parent(s)/Guardian(s) That A Report Is Being Made

12.1.1. The 2017 Guidance outlines that it is good practice to inform the parent/guardian that a report concerning his or her child is being made and the reasons for the decision to make the report. It is not necessary to inform a parent/guardian that a report is being made -

12.1.1.1 if by doing so, the child will be placed at further risk; or

12.1.1.2 in cases where the family's knowledge of the report could impair Tusla's ability to carry out a risk assessment; or

12.1.1.3 if the reporter is of the reasonable opinion that by doing so it may place him/her at risk of harm from the family.

12.1.2. Accordingly, when the Child Protection Officer is submitting a report to Tusla, he/she should inform a parent/guardian that a report is being made and the reasons for the decision to report except where any of the conditions at (1) to (3) above apply. In any case, where an MP is submitting a report to Tusla, the Child Protection Officer, rather than the MP concerned, shall assume the responsibility for informing the parent/guardian.

12.1.3. A record shall be made of the information communicated by the Child Protection Officer to the parent/guardian. A decision by the Child Protection Officer not to inform a parent/guardian shall be recorded together with the reasons for not doing so.

12.1.4. Where the Child Protection Officer has any doubt as to whether to inform a parent/guardian that a report is being made, the Child Protection Officer shall seek the advice of Tusla.

13. Implementation & Review

13.1.1 The University recognises that implementation is an on-going process. The University is committed to the implementation of this CSS, which supports its intention to keep children safe from harm while availing of its services.

13.1.2 This CSS will be reviewed on or before March 10th 2024, or as soon as practicable after there has been a material change in any matter to which the statement refers.

14. Useful Contact Numbers

14.1. UCD Contacts

Contact	Name	Contact details
Child Protection Officer	Professor Jason Last	(01)7161404 or (087)2130746
Deputy Designated Liaison Person	Mr Dominic O'Keefe	(01)716 3131
Deputy Designated Liaison Person	Ms Aisling O'Grady	(01)716 7120
Acting Registrar & Deputy President	Professor Barbara Dooley	(01)7161404 registrar.vpacademic@ucd.ie
Director of Human Resources	Mr Tristan Aitken	(01)7164967 tristan.aitken@ucd.ie
University Acting President	Professor Mark Rogers	president@ucd.ie
UCD Services First Response		(01)7167000
UCD Security & Safety on Campus		(01)7167999
Garda Station Donnybrook		(01)666 9200

14.2. TUSLA Key Dublin Contacts - <https://www.tusla.ie/get-in-touch/local-area-offices/>

Community Care Area		Address	Contact
Dublin South East/Wicklow	Joanne Cullen	Child and Family Agency, Dublin South East / Wicklow, Carysfort House, Carysfort Avenue, Blackrock, Co Dublin.	Tel: 01-2155758 am.dsdseww@tusla.ie
Dublin South Central	Des Delaney	Child and Family Agency, Dublin South Central, Carnegie Centre, 21 - 25 Lord Edward Street, Dublin 2.	Tel: 01 6486555 am.dscdw@tusla.ie
Dublin North	Caitriona Sheehan	Child and Family Agency, 180-189 Lakeshore Drive, Airside Business Park, Swords, Co Dublin.	Tel: 01-8708000 Caitriona.sheehan@tusla.ie
Dublin North City	Deborah Talbot	Child and Family Agency, Dublin North City, Ballymun Healthcare Facility, Ballymun Civic Centre, Dublin 9.	Tel: 01-8467129 Deborah.talbot@tusla.ie

14.3. TUSLA All Community Office Contacts - <https://www.tusla.ie/get-in-touch/duty-social-work-teams/>

APPENDIX 1 - SIGNS AND SYMPTOMS OF CHILD ABUSE

This is an extract from Chapter 2 the 2017 Guidance.

Signs and symptoms of neglect

Child neglect is the most frequently reported category of abuse, both in Ireland and internationally. Ongoing chronic neglect is recognised as being extremely harmful to the development and well-being of the child and may have serious long-term negative consequences. Neglect occurs when a child does not receive adequate care or supervision to the extent that the child is harmed physically or developmentally. It is generally defined in terms of an omission of care, where a child's health, development or welfare is impaired by being deprived of food, clothing, warmth, hygiene, medical care, intellectual stimulation or supervision and safety. Emotional neglect may also lead to the child having attachment difficulties. The extent of the damage to the child's health, development or welfare is influenced by a range of factors. These factors include the extent, if any, of positive influence in the child's life as well as the age of the child and the frequency and consistency of neglect.

Neglect is associated with poverty but not necessarily caused by it. It is strongly linked to parental substance misuse, domestic violence, and parental mental illness and disability. A reasonable concern for the child's welfare would exist when neglect becomes typical of the relationship between the child and the parent or carer. This may become apparent where the University member sees the child over a period of time, or the effects of neglect may be obvious based on having seen the child once.

Characteristics of neglect

The following are features of child neglect:

- Children being left alone without adequate care and supervision
- Malnourishment, lacking food, unsuitable food or erratic feeding
- Non-organic failure to thrive, i.e. a child not gaining weight due not only to malnutrition but also emotional deprivation
- Failure to provide adequate care for the child's medical and developmental needs, including intellectual stimulation
- Inadequate living conditions – unhygienic conditions, environmental issues, including lack of adequate heating and furniture
- Lack of adequate clothing
- Inattention to basic hygiene
- Lack of protection and exposure to danger, including moral danger, or lack of supervision appropriate to the child's age
- Persistent failure to attend school
- Abandonment or desertion

Signs and symptoms of emotional abuse

Emotional abuse is the systematic emotional or psychological ill-treatment of a child as part of the overall relationship between a caregiver and a child. Once-off and occasional difficulties between a parent/carer and child are not considered emotional abuse. Abuse occurs when a child's basic need for attention, affection, approval, consistency and security are not met, due to incapacity or indifference from their parent or caregiver. Emotional abuse can also occur when adults responsible for taking care of children are unaware of and unable (for a range of reasons) to meet their children's emotional and developmental needs. Emotional abuse is not easy to recognise because the effects are not easily seen. A reasonable concern for the child's welfare would exist when the behaviour becomes typical of the relationship between the child and the parent or carer.

Characteristics of emotional abuse

Emotional abuse may be seen in some of the following ways:

- Rejection
- Lack of comfort and love
- Lack of attachment
- Lack of proper stimulation (e.g. fun and play)
- Lack of continuity of care (e.g. frequent moves, particularly unplanned)
- Continuous lack of praise and encouragement
- Persistent criticism, sarcasm, hostility or blaming of the child
- Bullying
- Conditional parenting in which care or affection of a child depends on his or her behaviours or actions
- Extreme overprotectiveness
- Inappropriate non-physical punishment (e.g. locking child in bedroom)
- Ongoing family conflicts and family violence
- Seriously inappropriate expectations of a child relative to his/her age and stage of development

There may be no physical signs of emotional abuse unless it occurs with another type of abuse. A child may show signs of emotional abuse through their actions or emotions in several ways. These include insecure attachment, unhappiness, low self-esteem, educational and developmental underachievement, risk taking and aggressive behaviour.

It should be noted that no one indicator is conclusive evidence of emotional abuse. Emotional abuse is more likely to impact negatively on a child where it is persistent over time and where there is a lack of other protective factors.

Signs and symptoms of physical abuse

Physical abuse is when someone deliberately hurts a child physically or puts them at risk of being physically hurt. It may occur as a single incident or as a pattern of incidents. A reasonable concern exists where the child's health and/ or development is, may be, or has been damaged as a result of suspected physical abuse.

Physical abuse can include the following:

- Physical punishment
- Beating, slapping, hitting or kicking
- Pushing, shaking or throwing
- Pinching, biting, choking or hair-pulling
- Use of excessive force in handling
- Deliberate poisoning
- Suffocation
- Fabricated/induced illness
- Female genital mutilation

The 2015 Act includes a provision that abolishes the common law defence of reasonable chastisement in court proceedings. This defence could previously be invoked by a parent or other person in authority who physically disciplined a child. The change in the legislation now means that in prosecutions relating to assault or physical cruelty, a person who administers such punishment to a child cannot rely on the defence of reasonable chastisement in the legal proceedings. The result of this is that the protections in law relating to assault now apply to a child in the same way as they do to an adult.

Signs and symptoms of sexual abuse

Sexual abuse occurs when a child is used by another person for his or her gratification or arousal, or for that of others. It includes the child being involved in sexual acts (masturbation, fondling, oral or penetrative sex) or exposing the child to sexual activity directly or through pornography. Child sexual abuse may cover a wide spectrum of abusive activities. It rarely involves just a single incident and in some instances occurs over a number of years. Child sexual abuse most commonly happens within the family, including older siblings and extended family members. Cases of sexual abuse mainly come to light through disclosure by the child or his or her siblings/friends, from the suspicions of an adult, and/or by physical symptoms.

Examples of child sexual abuse include the following:

- Any sexual act intentionally performed in the presence of a child

- An invitation to sexual touching or intentional touching or molesting of a child's body whether by a person or object for the purpose of sexual arousal or gratification
- Masturbation in the presence of a child or the involvement of a child in an act of masturbation
- Sexual intercourse with a child, whether oral, vaginal or anal
- Sexual exploitation of a child, which includes:
 - Inviting, inducing or coercing a child to engage in prostitution or the production of child pornography [for example, exhibition, modelling or posing for the purpose of sexual arousal, gratification or sexual act, including its recording (on film, videotape or other media) or the manipulation, for those purposes, of an image by computer or other means]
 - Inviting, coercing or inducing a child to participate in, or to observe, any sexual, indecent or obscene act
 - Showing sexually explicit material to children, which is often a feature of the 'grooming' process by perpetrators of abuse
- Exposing a child to inappropriate or abusive material through information and communication technology
- Consensual sexual activity involving an adult and an underage person

An Garda Síochána will deal with any criminal aspects of a sexual abuse case under the relevant criminal justice legislation. The prosecution of a sexual offence against a child will be considered within the wider objective of child welfare and protection. The safety of the child is paramount and at no stage should a child's safety be compromised because of concern for the integrity of a criminal investigation.

In relation to child sexual abuse, it should be noted that in criminal law the age of consent to sexual intercourse is 17 years for both boys and girls. Any sexual relationship where one or both parties are under the age of 17 is illegal. However, it may not necessarily be regarded as child sexual abuse. Details on exemptions for mandated reporting of certain cases of underage consensual sexual activity can be found in [Appendix 3A](#) of this CSS.

Circumstances which may make children more vulnerable to harm

If the University member is dealing with children, s/he needs to be alert to the possibility that a welfare or protection concern may arise in relation to children s/he comes into contact with. A child needs to have someone they can trust in order to feel able to disclose abuse they may be experiencing. They need to know that they will be believed and will get the help they need. Without these things, they may be vulnerable to continuing abuse.

Some children may be more vulnerable to abuse than others. Also, there may be particular times or circumstances when a child may be more vulnerable to abuse in their lives. In particular, children with disabilities, children with communication difficulties, children in care or living away from home, or children with a parent or parents with problems in their own lives may be more susceptible to harm.

The following list is intended to help identify the range of issues in a child's life that may place them at greater risk of abuse or neglect. **It is important to remember that the presence of any of these factors does not necessarily mean that a child in those circumstances or settings is being abused.**

Parent or carer factors:

- Drug and alcohol misuse
- Addiction, including gambling
- Mental health issues
- Parental disability issues, including learning or intellectual disability
- Conflictual relationships
- Domestic violence
- Adolescent parents

Child factors:

- Age
- Gender
- Sexuality
- Disability
- Mental health issues, including self-harm and suicide
- Conflictual relationships
- Domestic violence
- Adolescent parents
- Communication difficulties
- Trafficked/Exploited
- Previous abuse
- Young carer

Community factors:

- Cultural, ethnic, religious or faith-based norms in the family or community which may not meet the standards of child welfare or protection required in this jurisdiction
- Culture-specific practices, including:
 - Female genital mutilation
 - Honour-based violence
 - Forced marriage
 - Radicalisation

Environmental factors:

- Housing issues
- Children who are out of home and not living with their parents, whether temporarily or permanently
- Poverty/Begging
- Bullying
- Internet and social media-related concerns

Poor motivation or willingness of parents/guardians to engage:

- Non-attendance at appointments
- Lack of insight or understanding of how the child is being affected
- Lack of understanding about what needs to happen to bring about change
- Avoidance of contact and reluctance to work with services
- Inability or unwillingness to comply with agreed plans

University members should consider these factors as part of being alert to the possibility that a child may be at risk of suffering abuse and in bringing reasonable concerns to the attention of Tusla.

Bullying

It is recognised that bullying affects the lives of an increasing number of children and can be the cause of genuine concerns about a child's welfare.

Bullying can be defined as repeated aggression – whether it is verbal, psychological or physical – that is conducted by an individual or group against others. It is behaviour that is intentionally aggravating and intimidating, and occurs mainly among children in social environments such as schools. It includes behaviours such as physical aggression, cyberbullying, damage to property, intimidation, isolation/exclusion, name-calling, malicious gossip and extortion. Bullying can also take the form of abuse based on gender identity, sexual preference, race, ethnicity and religious factors. With developments in modern technology, children can also be the victims of non-contact bullying, via mobile phones, the internet and other personal devices.

While bullying can happen to any child, some may be more vulnerable. These include: children with disabilities or special educational needs; those from ethnic minority and migrant groups; from the Traveller community; lesbian, gay, bisexual or transgender (LGBT) children and those perceived to be LGBT; and children of minority religious faiths.

There can be an increased vulnerability to bullying among children with special educational needs. This is particularly so among those who do not understand social cues and/or have difficulty communicating. Some children with complex needs may lack understanding of social situations and therefore trust everyone implicitly. Such children may be more vulnerable because they do not have the same social skills or capacity as others to recognise and defend themselves against bullying behaviour. Bullying in schools is a particular problem due to the fact that children spend a significant portion of their time there and are in large social groups. In the first instance, the school authorities are responsible for dealing with such bullying. School management boards must have a code of behaviour and an anti-bullying policy in place. The Child Protection Officer/MP should also be aware of the University's anti-bullying policy and of the relevant guidelines on how it is handled. In cases of serious instances of bullying where the behaviour is regarded as possibly abusive, the Child Protection Officer/MP may need to make a referral to Tusla and/or An Garda Síochána.

APPENDIX 2 - MANDATED PERSONS SPECIFIED IN THE 2015 ACT

Schedule 2 of the 2015 Act specifies the following classes of persons as MPs for the purposes of the Act:

1. Registered medical practitioner within the meaning of section 2 of the Medical Practitioners Act 2007.
2. Registered nurse or registered midwife within the meaning of section 2(1) of the Nurses and Midwives Act 2011.
3. Physiotherapist registered in the register of members of that profession.
4. Speech and language therapist registered in the register of members of that profession.
5. Occupational therapist registered in the register of members of that profession.
6. Registered dentist within the meaning of section 2 of the Dentists Act 1985.
7. Psychologist who practises as such and who is eligible for registration in the register (if any) of members of that profession.
8. Social care worker who practises as such and who is eligible for registration in accordance with Part 4 of the Health and Social Care Professionals Act 2005 in the register of that profession.
9. Social worker who practises as such and who is eligible for registration in accordance with Part 4 of the Health and Social Care Professionals Act 2005 in the register (if any) of that profession.
10. Emergency medical technician, paramedic and advanced paramedic registered with the Pre-Hospital Emergency Care Council under the Pre-Hospital Emergency Care Council (Establishment) Order 2000 (S.I. No. 109 of 2000).
11. Probation officer within the meaning of section 1 of the Criminal Justice (Community Service) Act 1983.
12. Teacher registered with the Teaching Council.
13. Member of An Garda Síochána.
14. Guardian *ad litem* appointed in accordance with section 26 of the Child Care Act 1991.
15. Person employed in any of the following capacities:
 - a) manager of domestic violence shelter;
 - b) manager of homeless provision or emergency accommodation facility;
 - c) manager of asylum seeker accommodation (direct provision) centre;
 - d) addiction counsellor employed by a body funded, wholly or partly, out of moneys provided by the Oireachtas;
 - e) psychotherapist or a person providing counselling who is registered with one of the voluntary professional bodies;
 - f) manager of a language school or other recreational school where children reside away from home;
 - g) member of the clergy (howsoever described) or pastoral care worker (howsoever described) of a church or other religious community;
 - h) director of any institution where a child is detained by an order of a court;
 - i) safeguarding officer, child protection officer or other person (howsoever described) who is employed for the purpose of performing the child welfare and protection function of religious, sporting, recreational, cultural, educational and other bodies and organisations offering services to children;
 - j) child care staff member employed in a pre-school service within the meaning of Part VIIA of the Child Care Act 1991;
 - k) person responsible for the care or management of a youth work service within the meaning of section 2 of the Youth Work Act 2001.
16. Youth worker who—
 - a) holds a professional qualification that is recognised by the National Qualifications Authority in youth work within the meaning of section 3 of the Youth Work Act 2001 or a related discipline, and
 - b) is employed in a youth work service within the meaning of section 2 of the Youth Work Act 2001.
17. Foster carer registered with the Agency.
18. A person carrying on a pre-school service within the meaning of Part VIIA of the Child Care Act 1991.

APPENDIX 3 - SEXUAL OFFENCES SPECIFIED IN THE 2015 ACT

Schedule 3 of the 2015 Act sets out offences for the purposes of paragraph (a) of the definition of 'sexual abuse' in section 2 as:

1. Rape.
2. Rape under section 4 of the Criminal Law (Rape) (Amendment) Act 1990.
3. Sexual assault.
4. Aggravated sexual assault within the meaning of section 3 of the Criminal Law (Rape) (Amendment) Act 1990.
5. An offence under section 1 of the Punishment of Incest Act 1908 (incest by males).
6. An offence under section 2 of the Punishment of Incest Act 1908 (incest by females of or over 17 years of age).
7. An offence under section 6(1) of the Criminal Law (Sexual Offences) Act 1993 (soliciting or importuning for purposes of commission of sexual offence).
8. An offence under section 2 of the Criminal Law (Sexual Offences) Act 2006 (defilement of child under 15 years of age).
9. An offence under section 3 of the Criminal Law (Sexual Offences) Act 2006 (defilement of child under 17 years).
 - 9A. An offence under section 3A of the Criminal Law (Sexual Offences) Act 2006 (offence by person in authority).
10. An offence under either of the following provisions of the Child Trafficking and Pornography Act 1998:
 - a) section 3 (child trafficking and taking, etc., child for sexual exploitation);
 - b) section 4 (allowing child to be used for child pornography);
 - c) section 4A (organising etc. child prostitution or production of child pornography);
 - d) section 5A (participation of child in pornographic performance).
11. An offence under section 5 of the Criminal Law (Human Trafficking) Act 2008 in so far as it relates to a child who has been trafficked for the purpose of his or her exploitation (soliciting or importuning for purposes of prostitution of trafficked person).
12. An offence under section 176 of the Criminal Justice Act 2006 (reckless endangerment of children).
13. An offence under section 249 of the Children Act 2001 (causing or encouraging sexual offence upon a child).
14. An offence under any of the following provisions of the Criminal Law (Sexual Offences) Act 2017:
 - a) section 4 (invitation etc. to sexual touching);
 - b) section 5 (sexual activity in the presence of child);
 - c) section 6 (causing child to watch sexual activity);
 - d) section 8 (use of information and communication technology to facilitate sexual exploitation of child).

APPENDIX 3A - EXEMPTIONS FROM REQUIREMENTS TO REPORT SEXUAL OFFENCES

UNDERAGE CONSENSUAL SEXUAL ACTIVITY

Under the Criminal Law (Sexual Offences) Act 2006 the legal age of consent is 17 years. While a sexual relationship where one or both parties is under 17 years of age is illegal, when making a mandated report to Tusla, it might not be regarded as child sexual abuse.

There are certain exemptions from reporting underage consensual sexual activity under section 14(3) of the 2015 Act. If the Child Protection Officer and MP are satisfied that **all** of the following criteria are met, s/he will not be required to make a report to Tusla:

- The young person(s) concerned are between 15 and 17 years old
- The age difference between them is not more than 24 months
- There is no material difference in their maturity or capacity to consent
- The relationship between the people engaged in the sexual activity does not involve intimidation or exploitation of either person
- The young persons concerned state clearly that they do not want any information about the activity to be disclosed to Tusla

In effect, this means that if **all** of the above criteria are met, the Child Protection Officer/MP do not have to report consensual sexual activity between older teenagers as sexual abuse to Tusla.

APPENDIX 4 - SCHEDULE OF RELEVANT SERVICES UNDER THE 2015 ACT

Schedule 1 of the 2015 Act defines Relevant Services as:

1. Any work or activity which is carried out by a person, a necessary and regular part of which consists mainly of the person having access to, or contact with, children in—
 - a) an establishment which provides early years services within the meaning of Part VIIA of the Child Care Act 1991,
 - b) a school or centre of education, both within the meaning of the Education Act 1998,
 - c) any hospital, hospice, health care centre or other centre which receives, treats or otherwise provides physical or mental health services to children,
 - d) a designated centre within the meaning of section 2 of the Health Act 2007, in so far as it relates to an institution at which residential services are provided in accordance with the Child Care Act 1991 or to children with disabilities in relation to their disabilities,
 - e) a special care unit provided and maintained in accordance with section 23K of the Child Care Act 1991,
 - f) a children detention school within the meaning of section 3 of the Children Act 2001,
 - g) a reception or accommodation centre which provides residential accommodation services to applicants for asylum under contract to the Department of Justice and Equality where children may be accommodated, or
 - h) a centre which provides residential accommodation services to victims of domestic violence where children may be accommodated.
2. Any work or activity which consists of the inspection of a service provided to a child under the Child Care Act 1991, the Education Act 1998, the Children Act 2001 or the Health Act 2007.
3. Any work or activity which consists of the inspection, examination or investigation by the Office of the Ombudsman for Children under the Ombudsman for Children Act 2002.
4. Any work or activity which consists of treatment (including assessment which may lead to treatment), therapy or counselling provided to a child.
5. Any work or activity which consists of the provision of—
 - a) educational, research, training, cultural, recreational, leisure, social or physical activities to children,
 - b) care or supervision of children, or
 - c) formal consultation with, or formal participation by, a child in respect of matters that affect his or her life,whether or not for commercial or any other consideration.
6. Any work or activity which consists of the provision of advice or guidance services (including by means of electronic interactive communications), a necessary and regular part of which consists, mainly, of the person having access to, or contact with, children.
7. Any work or activity as a minister or priest or any other person engaged in the advancement of any religious beliefs which would or could bring that minister, priest or other person, as the case may be, into contact with a child.
8. Any work or activity as a driver of, or as an assistant to the driver, or as a conductor, or as a supervisor of children using a vehicle which is being hired or used only for the purpose of conveying children who are unaccompanied by a parent or guardian.
9. Any work or activity which is carried out by a member of An Garda Síochána, a necessary and regular part of which consists mainly of the person having access to, or contact with, children

APPENDIX 5 - RISK ASSESSMENT

List of University Activities	Risk Level	The University has identified the following risk of potential for harm in respect of its activities	The University has the following procedures in place to address the risks of potential for harm identified in this assessment
Provision of services to University students under the age of 18	Medium	<p>(i) Risk of harm to University students under the age of 18 by other students under the age of 18</p> <p>(ii) Risk of harm to University students under the age of 18 by University students aged 18 and over</p> <p>(iii) Risk of harm to University students under the age of 18 by University staff</p> <p>(iv) Risk of harm to University students under the age of 18 by members of the public using University services</p> <p>(v) Risk of harm to University students under the age of 18 by volunteers or visitors to the University</p> <p>(vi) Provision of incorrect training to University staff in relation to child protection procedures</p> <p>(vii) Risk of harm to University students under the age of 18 due to a relationship of trust and confidence between a University student under the age of 18 and a University lecturer/tutor</p> <p>(viii) Risk of harm to University students under the age of 18</p>	<p>(i) The University will ensure that the CSS has been made available to all University members.</p> <p>(ii) All University staff will be provided with a copy of the CSS.</p> <p>(iii) The University will request all University staff to undertake the Tusla training module & any online training as may be required from time to time.</p> <p>(iv) The University provides all new staff with a copy of the University's CSS.</p> <p>(v) Relevant University staff will receive training in relation to the CSS.</p> <p>(vi) Relevant University staff will receive training on child protection.</p> <p>(vii) The University ensures that training is up to date.</p> <p>(viii) The University records staff training</p> <p>(ix) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training where applicable.</p> <p>(x) The University uses standard forms and agreed recruitment procedures.</p> <p>(xi) The University requires appropriate qualifications /experience from all applicants.</p> <p>(xii) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements).</p> <p>(xiii) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview.</p> <p>(xiv) The University checks successful applicants' references, qualifications, experience,</p>

		not being recognised by University staff	<p>suitability to work with children, and gaps in <i>curriculum vitae</i>.</p> <p>(xv) The University undertakes vetting of current and prospective employees and volunteers in accordance with its policy on vetting and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended).</p> <p>(xvi) The University requires that all new recruits undergo a probationary/trial period.</p>
University students under the age of 18 residing at University's Student Accommodation	Medium	<p>(i) Risk of harm to University students under the age of 18 residing at/visiting/staying over at University Student Accommodation by other University students under the age of 18 residing at/visiting/staying over at University Student Accommodation</p> <p>(ii) Risk of harm to University students under the age of 18 residing at/visiting/staying over at University Student Accommodation by University students aged 18 and over residing at/visiting/staying over at University Student Accommodation</p> <p>(iii) Risk of harm to University students under the age of 18 residing at/visiting/staying over at University Student Accommodation by University staff including University Residences Staff</p> <p>(iv) Risk of harm to University students under the age of 18 residing at/visiting/staying over at University Student Accommodation by</p>	<p>(i) The University gives notification that the University's Student residences are open to all students of mixed genders including students over and under the age of 18.</p> <p>(ii) The University identifies all residents under 18 on the SIS Web Accommodation Management system.</p> <p>(iii) The University Residences House Rules and Overnight Guest Policy precludes guests under the age of 18.</p> <p>(iv) The University will ensure that the Student Residences work with the Child Protection Officer to implement any relevant training that can be given to staff and contractors.</p> <p>(v) The University appoints appropriately qualified/experienced recruitment panels for staff.</p> <p>(vi) The University uses standard forms and agreed recruitment procedures.</p> <p>(vii) The University requires appropriate qualifications /experience from all applicants.</p> <p>(viii) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements).</p> <p>(ix) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview.</p> <p>(x) The University checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc</p> <p>(xi) The University undertakes vetting of current and prospective employees and volunteers in accordance its Vetting Policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended).</p>

		<p>members of the public who visit/stay over at University Student Accommodation</p> <p>(v) Risk of harm to University Students who have special needs/disabilities/particular vulnerabilities residing at/visiting/staying over at University Student Accommodation</p> <p>(vi) Risk of harm to University students under the age of 18 residing at/visiting/staying over at University Student Accommodation due to staff receiving incorrect training</p> <p>(vii) Risk of harm to students under the age of 18 residing at/visiting/staying over at University Student Accommodation</p>	<p>(xii) The University will ensure that contracts of employment/secondment shall state that the University staff member shall comply with this CSS.</p> <p>(xiii) The University requires that all new recruits undergo a probationary/trial period.</p> <p>(xiv) All University staff will be provided with a copy of the CSS</p> <p>(xv) Relevant University staff will receive training in relation to the CSS</p> <p>(xvi) Relevant University staff receive training on child protection</p> <p>(xvii) The University requests staff to undertake the Tusla training module & any online training offered</p> <p>(xviii) The University records staff training</p>
Children participating in University summer schools	Medium	<p>(i) Risk of harm to children participating in University summer schools by other children</p> <p>(ii) Risk of harm to children participating in University summer schools by University students aged under and over 18</p> <p>(iii) Risk of harm to children participating in University summer schools by University staff</p> <p>(iv) Risk of harm to children participating in University summer</p>	<p>(i) The University requires parental consent for children participating in University summer schools</p> <p>(ii) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(iii) The University uses standard forms and agreed recruitment procedures</p> <p>(iv) The University requires appropriate qualifications /experience from all applicants</p> <p>(v) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(vi) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview</p>

		<p>schools by visiting lecturers etc</p> <p>(v) Risk of harm to children participating in University summer schools by members of the public</p> <p>(vi) Risk of harm to children with Special Educational Needs (SEN) or children who have particular vulnerabilities participating in University summer schools</p> <p>(vii) Risk of harm to children not being recognised by University staff</p>	<p>(vii) The University checks successful applicants' references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc</p> <p>(viii) The University undertakes vetting of current and prospective employees and volunteers in accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p> <p>(ix) The University will ensure that contracts of employment/secondment shall state that the University staff member shall comply with this CSS</p> <p>(x) The University requires that all new recruits undergo a probationary/trial period</p> <p>(xi) University staff are provided with a copy of the CSS</p> <p>(xii) University staff receive training in relation to the CSS</p> <p>(xiii) Relevant University staff receive training on child protection</p> <p>(xiv) The University requests staff to undertake the Tusla training module & any online training offered</p> <p>(xv) The University records staff training</p>
<p>Use of University premises by children brought on to the University during summer periods/off-peak hours</p>	Low	<p>(i) Risk of harm to children using University Premises by other children using University Premises</p> <p>(ii) Risk of harm to children using University Premises by University students aged under and over 18</p> <p>(iii) Risk of harm to children using University Premises by University staff</p> <p>(iv) Risk of harm to children using University Premises by members of the public using University Premises</p> <p>(v) Risk of harm to children using University Premises with SEN or children</p>	<p>(i) The University appoints appropriately qualified/experienced security staff</p> <p>(ii) The University provides for a sufficient number of security staff on the University's premises</p> <p>(iii) The University ensures CCTV access is maintained at all times</p> <p>(iv) The University publishes opening and closing hours that are accessible to all University members and members of the public</p> <p>(v) The University requires relevant third party organisations to confirm compliance with the 2015 Act and 2017 Guidance.</p> <p>(vi) The University ensures appropriate study access to members on the University's premises</p>

		who have particular vulnerabilities	
University Students under the age of 18 /children availing of the University's Sport/Sport/Fitness Centre/Leisure Centre	Medium	<p>(i) Risk of harm to children availing of the University's Sport/Fitness/Leisure Centre by other children availing of the University's Sport/Fitness/Leisure Centre</p> <p>(ii) Risk of harm to children availing of the University's Sport/Fitness/Leisure Centre by University students aged under and over 18</p> <p>(iii) Risk of harm to children availing of the University's Sport/Fitness/Leisure Centre by University staff</p> <p>(iv) Risk of harm to children availing of the University's Sport/Fitness/Leisure Centre by members of the public availing of the University's Sport/Fitness/Leisure Centre</p> <p>(v) Risk of harm to children availing of the University's Sport/Fitness/Leisure Centre by members of the University's Sport/Sport & Fitness Centre</p> <p>(vi) Risk of harm to children availing of the University's Sport/Fitness/Leisure Centre not being recognised by University staff</p>	(i) The University's sports facility has its own CSS which is kept up to date in accordance with the 2015 Act and 2017 Guidance
University Students under the age of 18		(i) Risk of harm to University Students under the age of 18	(i) The University will require children to provide a signed Parental Consent form and submit it

<p>availing of the University's Student Centre</p>		<p>availing of the University's Student Centre by University Students under the age of 18 availing of the University's Student Centre</p> <p>(ii) Risk of harm to University Students under the age of 18 availing of the University's Student Centre by University Students aged 18 and over availing of the University's Student Centre</p> <p>(iii) Risk of harm to University Students under the age of 18 availing of the University's Student Centre by University staff</p> <p>(iv) Risk of harm to University Students under the age of 18 availing of the University's Student Centre by members of the public visiting the University's Student Centre</p> <p>(v) Risk of harm to University Students under the age of 18 availing of the University's Student Centre by members of the University's Student Centre</p> <p>(vi) Risk of harm to University Students under the age of 18 availing of the University's Student Centre not being recognised by University staff</p>	<p>to the University in advance of the child participating in a University Club</p> <p>(ii) The Universities Student Centre has its own CSS which is kept up to date in accordance with the 2015 Act and the 2017 Guidance</p> <p>(iii) The University's Student Centre provides training to its staff</p> <p>(iv) The University's Student Centre ensures all staff are appropriately qualified/experienced</p>
<p>University Students under the age of 18/children attending University Bars</p>	<p>medium</p>	<p>(i) Risk of harm to University Students under the age of 18/children attending University Bars by University Students under the age of 18 attending University Bars</p> <p>(ii) Risk of harm to University Students</p>	<p>(i) The University requires only members of the University and their guests are permitted to enter the University bars</p> <p>(ii) The University Bars comply with all licensing laws</p> <p>(iii) The University ensures that no children are permitted to enter the University bar after 9pm</p>

		<p>under the age of 18/children attending University Bars by University Students aged 18 and over attending University Bars</p> <p>(iii) Risk of harm to University Students under the age of 18/children attending University Bars by University staff</p> <p>(iv) Risk of harm to University Students under the age of 18/children attending University Bars by members of the public visiting University Bars</p> <p>(v) Risk of University Students under the age of 18/children attending University Bars being more vulnerable to harm due to consumption of alcohol.</p> <p>(vi) Risk of University Students under the age of 18/children attending University Bars being vulnerable from excessive consumption of alcohol.</p> <p>(vii) Risk of University Students under the age of 18/children attending University Bars not being recognised by University staff</p>	<p>(iv) The University appoints appropriate security at the University bar when required</p> <p>(v) The University Bar staff do not serve alcohol to intoxicated patrons.</p> <p>(vi) Bar staff are authorised to inspect student identity cards and other identification documents to confirm identity and age.</p>
University Students under the age of 18/children using the University Library	low	<p>(i) Risk of harm to University Students under the age of 18/children using the University Library by other University Students under the age of 18 using the University Library</p> <p>(ii) Risk of harm to University Students</p>	<p>(i) The University normally does not permit the University library to be accessed by anyone who is not a member of the University</p> <p>(ii) Where any University card is reported as lost or missing the University cancels the card and ensures the card can no longer be used</p> <p>(iii) The University ensures the library is monitored regularly by staff</p>

		<p>under the age of 18/children using the University Library by University Students aged 18 and over using the University Library</p> <p>(iii) Risk of harm to University Students under the age of 18/children using the University Library by University staff</p> <p>(iv) Risk of harm to University Students under the age of 18/children using the University Library by members of the public using the University Library</p> <p>(v) Risk of harm to University Students under the age of 18/children using the University Library not being recognised by University staff</p>	
<p>University conducting admission interviews for prospective University students</p>	<p>low</p>	<p>(i) Risk of harm to prospective students who are children by University staff</p> <p>(ii) Risk of harm to prospective students who are children by members of the public</p> <p>(iii) Risk of harm to prospective students who are children with SEN or children who have particular vulnerabilities</p> <p>(iv) Risk of harm to prospective students who are children due to the influence of the recruitment panels.</p>	<p>(i) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(ii) The University uses standard forms and agreed recruitment procedures</p>

		(v) Risk of harm to children not being recognised by University staff	
University members conducting academic research	High	<p>(i) Risk of harm to children who are subjects of academic/medical research</p> <p>(ii) Risk of harm to children who are subjects of academic/medical research not being recognised by University staff</p> <p>(iii) Risk of harm to children with SEN or children who have particular vulnerabilities</p> <p>(iv) Risk of harm to children through non-informed consent.</p> <p>(v) Risk of harm to children through being put under pressure to agree to research.</p> <p>(vi) Risk of harm to children due to the nature of the research.</p> <p>(vii) Risk of harm to children in care</p>	<p>(i) The University requires children to provide a signed Parental Consent form and submit it to the University in advance of the child participating in academic research</p> <p>(ii) The University requires that all research programmes receive ethical review</p> <p>(iii) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(iv) The University ensures all research and University members involved in same comply with best practice, ethics and all other relevant requirements and guidelines regarding research generally and specifically research involving children.</p> <p>(v) The University uses standard forms and agreed recruitment procedures</p> <p>(vi) The University requires appropriate qualifications /experience from all applicants</p> <p>(vii) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(viii) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview</p> <p>(ix) The University checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc</p> <p>(x) The University undertakes vetting of current and prospective employees and volunteers in accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p> <p>(xi) The University ensures that contracts of employment/secondment shall state that the University staff member shall comply with this CSS</p> <p>(xii) The University requires that all new recruits undergo a probationary/trial period</p>

			<p>(xiii) All University staff will be provided with a copy of the CSS</p> <p>(xiv) Relevant University staff will receive training in relation to the CSS</p> <p>(xv) Relevant University staff will receive training on child protection</p> <p>(xvi) The University requests staff to undertake the Tusla training module & any online training offered</p> <p>(xvii) The University records staff training</p> <p>(xviii) The University ensures research carried out by the University is approved by the University's research ethics process prior to the commencement of the work.</p> <p>(xix) The University Research Ethics Committee provides general information on research ethics applications.</p> <p>(xx) The University's ensures all research is in compliance with the University's Code of Good Practice in Research, this CSS and all policies and guidelines of the University's Human research Ethics Committee.</p> <p>The University ensures, in particular, that the following requirements are complied with:</p> <p>(xxi) In relation to research which has required approval from the Ethics Committee written consent must be obtained from the parents/guardians of children under 18 years and (where appropriate, i.e. where the children are capable of providing informed consent) from the children themselves.</p> <p>(xxii) In assessing whether the child is capable of giving informed consent, their age, literacy, cultural background and any learning difficulties or disabilities should be taken into account.</p> <p>(xxiii) Children need to be informed in appropriate language so that they understand the research in which they are being asked to participate.</p> <p>(xxiv) The effect of the research on the child is monitored to ensure that the child feels comfortable with continuing with the research. A child's right to discontinue participation must be respected.</p> <p>(xxv) There may be occasions when a confidential interview or a one-to-one meeting is necessary and in such circumstances, the interview should be conducted in a room with an open door or visual access.</p> <p>(xxvi) Assurances of complete confidentiality must not be given.</p>
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<p>Volunteering activities taking place on University grounds</p>	<p>Medium</p>	<p>(i) Risk of harm to children by other children</p> <p>(ii) Risk of harm to children by University students aged under and over 18</p> <p>(iii) Risk of harm to children by University staff</p> <p>(iv) Risk of harm to children by members of the public</p> <p>(v) Risk of harm to children by volunteers.</p> <p>(vi) Risk of harm to children with SEN or children who have particular vulnerabilities</p>	<p>(i) The University requires any voluntary activities to acquire permission from the University</p> <p>(ii) The University requires third party organisations to confirm compliance with the 2015 Act and 2017 Guidance.</p>
<p>University members providing one-to-one tutoring to University Students under the age of 18</p>	<p>High</p>	<p>(i) Risk of harm to University Students under the age of 18 from University members</p> <p>(ii) Risk of harm to University Students under the age of 18 not being recognised by University staff</p> <p>(iii) Risk of harm to University Students under the age of 18 due to University staff being left alone with children</p> <p>(iv) Risk of harm to University Students under the age of 18 with SEN or children who have particular vulnerabilities</p>	<p>(i) The University appoints appropriately qualified/experienced recruitment panels that receive recruitment training</p> <p>(ii) The University uses standard forms and agreed recruitment procedures</p> <p>(iii) The University requires appropriate qualifications /experience from all applicants</p> <p>(iv) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(v) The University ensures that prospective candidates working with children undergo the normal selection process</p> <p>(vi) The University checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc</p> <p>(vii) The University undertakes vetting of current and prospective employees in accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p>

			<p>(viii) The University ensures that contracts of employment/secondment shall state that the University staff member shall comply with this CSS</p> <p>(ix) The University requires that all new recruits undergo a probationary/trial period</p> <p>(x) All University staff will be provided with a copy of the CSS</p> <p>(xi) Relevant University staff will receive training in relation to the CSS</p> <p>(xii) Relevant University staff receive training on child protection</p> <p>(xiii) The University requests staff to undertake the Tusla training module & any online training offered</p> <p>(xiv) The University records staff training</p> <p>(xv) The University will ensure all tutors are provided with a copy of the CSS.</p>
Children on placement at the University/visiting the University	High	<p>(i) Risk of harm to children by other children</p> <p>(ii) Risk of harm to children by University students aged under and over 18</p> <p>(iii) Risk of harm to children by University Staff</p> <p>(iv) Risk of harm not being recognised by University staff</p> <p>(v) Risk of harm to children by a child on placement at the University</p> <p>(vi) Risk of harm to children by members of the public</p> <p>(vii) Risk of harm due to inadequate supervision of children by University staff</p> <p>(viii) Risk of harm due to University members being left alone with children in the University</p>	<p>(i) The University requires children to provide a signed Parental Consent form and submit it to the University in advance of the child going on placement/visiting the University</p> <p>(ii) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(iii) The University uses standard forms and agreed recruitment procedures;</p> <p>(iv) The University requires appropriate qualifications /experience from all applicants</p> <p>(v) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(vi) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview</p> <p>(vii) The University checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc</p> <p>(viii) The University undertakes vetting of current and prospective employees and volunteers in accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p>

		(ix) Risk of harm to children with SEN or children who have particular vulnerabilities	<p>(ix) The University ensures that contracts of employment/secondment shall state that the University staff member shall comply with this CSS</p> <p>(x) The University requires that all new recruits undergo a probationary/trial period</p> <p>(xi) All the University staff will be provided with a copy of the CSS</p> <p>(xii) Relevant University staff will receive training in relation to the CSS</p> <p>(xiii) Relevant University staff will receive training on child protection</p> <p>(xiv) The University will request staff to undertake the Tusla training module & any online training</p> <p>(xv) The University records staff training.</p>
University mentoring programmes	High	<p>(i) Risk of harm to children by other children</p> <p>(ii) Risk of harm to children by University students aged under and over 18</p> <p>(iii) Risk of harm to children by University Staff</p> <p>(iv) Risk of harm not being recognised by University staff</p> <p>(v) Risk of harm to children by members of the public</p> <p>(vi) Risk of harm due to University members being left alone with children in the University</p> <p>(vii) Risk of harm to children with SEN or children who have particular vulnerabilities</p>	<p>(i) The University requires children to provide a signed Parental Consent form and submit it to the University in advance of the child going on placement/visiting the University</p> <p>(ii) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(iii) The University uses standard forms and agreed recruitment procedures;</p> <p>(iv) The University requires appropriate qualifications /experience from all applicants</p> <p>(v) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(vi) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview</p> <p>(vii) The University checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc</p> <p>(viii) The University undertakes vetting of current and prospective employees and volunteers in accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p> <p>(ix) The University ensures that contracts of employment/secondment shall state that the</p>

			<p>University staff member shall comply with this CSS</p> <p>(x) The University requires that all new recruits undergo a probationary/trial period</p> <p>(xi) University staff will be provided with a copy of the CSS</p> <p>(xii) Relevant University staff will receive training in relation to the CSS</p> <p>(xiii) Relevant University staff will receive training on child protection</p> <p>(xiv) The University will request staff to undertake the Tusla training module & any online training</p> <p>(xv) The University records staff training</p> <p>(xvi) The University ensures all mentors are provided with a copy of the CSS.</p>
Use of Information and Communication Technology by members of the University	High	<p>(i) Risk of harm to children caused by University members accessing/circulating inappropriate material via social media, texting, digital device or other manner</p> <p>(ii) Risk of harm to children caused by University members communicating inappropriate material to them via social media, texting, digital device or other manner</p> <p>(iii) Risk of harm to children inappropriately communicating using computers, social media, phones and other devices while at University</p> <p>(iv) Risk of harm to children inappropriately accessing/using computers, social media, phones and other devices while at university</p>	<p>(i) The University implements an acceptable usage policy and will ensure all University staff and students have been provided with it</p> <p>(ii) The University ensures relevant staff are provided with adequate training in respect of the appropriate use of information and communication technology</p> <p>(iii) The University has IT solutions, which bars/limits access to certain websites on University public access devices</p> <p>(iv) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(v) The University uses standard forms and agreed recruitment procedures;</p> <p>(vi) The University requires appropriate qualifications /experience from all applicants</p> <p>(vii) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(viii) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview</p> <p>(ix) The University checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc</p>

			<p>(x) The University undertakes vetting of current and prospective employees and volunteers in accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p> <p>(xi) The University ensures that contracts of employment/secondment shall state that the University staff member shall comply with this CSS</p> <p>(xii) The University requires that all new recruits undergo a probationary/trial period</p>
Use of video/ photography/other media to record University events	High	(i) Risk of harm to children caused by University members due to the inappropriate use of video /photography/other media at the University	<p>(i) The University implements an acceptable usage policy and ensures all University staff and students have been provided with it</p> <p>(ii) The University ensures all University staff are provided with adequate training in respect of the appropriate use of information and communication technology</p> <p>(iii) The University undertakes vetting of current and prospective employees and volunteers in accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p> <p>(iv) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(v) The University uses standard forms and agreed recruitment procedures</p> <p>(vi) The University requires appropriate qualifications /experience from all applicants</p> <p>(vii) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(viii) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview</p> <p>(ix) The University checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in <i>curriculum vitae</i> etc</p> <p>(x) The University ensures that contracts of employment/secondment shall state that the University staff member shall comply with this CSS</p> <p>(xi) The University requires that all new recruits undergo a probationary/trial period</p>

Recruitment of University staff	Medium	<p>(i) Risk of harm to children by University staff</p> <p>(ii) Risk of harm to children due to failure to provide University staff with adequate training</p> <p>(iii) Risk of harm to children due to failure to provide new recruits with the University's CSS</p>	<p>(i) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(ii) The University uses standard forms and agreed recruitment procedures;</p> <p>(iii) The University requires appropriate qualifications /experience from all applicants</p> <p>(iv) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(v) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview</p> <p>(vi) The University checks successful applicant's references, qualifications, experience, suitability to work with children and gaps in curriculum vitae</p> <p>(vii) The University undertakes vetting of current and prospective employees and volunteers in accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p> <p>(viii) The University ensures that contracts of employment/secondment shall state that the University staff member shall comply with this CSS</p> <p>(ix) The University requires that all new recruits undergo a probationary/trial period</p>
Attendance by University members at events involving children	High	<p>(i) Risk of harm to children by University members</p> <p>(ii) Risk of harm to children by University students aged under and over 18</p> <p>(iii) Risk of harm to children by University staff</p> <p>(iv) Risk of harm to children by members of the public</p> <p>(v) Risk of harm to children due to the inadequate</p>	<p>(i) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(ii) The University uses standard forms and agreed recruitment procedures;</p> <p>(iii) The University requires appropriate qualifications /experience from all applicants</p> <p>(iv) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(v) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview</p>

		<p>supervision of children</p> <p>(vi) Risk of harm to children with SEN or children who have particular vulnerabilities</p> <p>(vii) Risk of harm not being recognised by University staff</p>	<p>(vi) The University checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc</p> <p>(vii) The University undertakes vetting of current and prospective employees and volunteers in accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p> <p>(viii) The University ensures that contracts of employment/secondment shall state that the University staff member shall comply with this CSS</p> <p>(ix) The University requires that all new recruits undergo a probationary/trial period</p> <p>(x) University staff will be provided with a copy of the CSS</p> <p>(xi) Relevant University staff will receive training in relation to the CSS</p> <p>(xii) Relevant University staff will receive training on child protection</p> <p>(xiii) The University requests staff to undertake the Tusla training module & any online training offered by the University</p> <p>(xiv) The University records staff training</p>
<p>Presence of children on the University's premises (non-members who are children)</p>	<p>Medium</p>	<p>(i) Risk of harm to children by other children</p> <p>(ii) Risk of harm to children by University students aged under and over 18</p> <p>(iii) Risk of harm to children by University staff</p> <p>(iv) Risk of harm to children by members of the public</p> <p>(v) Risk of harm to children due to the inadequate supervision of children</p>	<p>(i) The University requires children who are not members of the University to be accompanied by parent(s)/ guardian(s)/ family member/ appointed adult on the University's premises</p> <p>(ii) Where any member of the University finds a child who is not a member of the University unaccompanied by a parent(s)/guardian(s)/adult, the University member must report this to University security.</p> <p>(iii) The University appoints appropriately qualified/experienced security staff.</p> <p>(iv) The University provides for a sufficient number of security staff on the University's premises.</p> <p>(v) The University ensures children who are not members of the University that are found on University premises without supervision will be supervised by adequately trained University staff</p> <p>(vi) The University endeavours to ensure that every effort is made to return the child to his/her guardian(s)/parent(s)/appropriate adult</p>

Use of toilet/changing areas/shower areas/facilities	High	<p>(i) Risk of harm to University Students under the age of 18/children by other children</p> <p>(ii) Risk of harm to University Students under the age of 18/children by University students aged under and over 18</p> <p>(iii) Risk of harm to University Students under the age of 18/children by University staff</p> <p>(iv) Risk of harm to University Students under the age of 18/children by members of the public</p> <p>(v) Risk of harm to University Students under the age of 18/children by volunteers or visitors to the University</p> <p>(vi) Risk of harm to University Students under the age of 18/children with SEN or children who have particular vulnerabilities by failing to provide appropriate facilities</p>	<p>(i) The University facilities are located centrally on the University campus</p> <p>(ii) The University allocates appropriate facilities for each gender, including gender neutral facilities</p> <p>(iii) The University ensure that security is available/contactable at all times</p> <p>(iv) The University ensures CCTV monitoring within University and at all University entrances</p> <p>(v) The University ensures the CSS has been made available to all University staff</p> <p>(vi) The University requires all staff to undertake training & any online training offered by the University (reporting)</p> <p>(vii) The University provides all new staff with a copy of the University's CSS</p> <p>(viii) The University provides child protection training to the Child Protection Officer and the DDLP</p> <p>(ix) The University provides training to staff delivering training</p> <p>(x) The University ensures that training is up to date</p> <p>(xi) The University provides adequate facilities for children with SEN or children who have particular vulnerabilities</p>
Use of the University's canteen facilities	Low	<p>(i) Risk of harm to University Students under the age of 18/children by other children</p> <p>(ii) Risk of harm to University Students under the age of 18/children by students aged 18 and over</p>	<p>(i) The University facilities are located centrally on the University campus</p> <p>(ii) The University ensure that security is available/contactable at all times</p> <p>(iii) The University ensures CCTV monitoring within University and at all University entrances</p> <p>(iv) The University will ensure that the CSS has been made available to all University canteen staff</p>

		<p>(iii) Risk of harm to University Students under the age of 18/children by University staff</p> <p>(iv) Risk of harm to University Students under the age of 18/children by members of the public</p> <p>(v) Risk of harm to University Students under the age of 18/children by volunteer or visitor to the University</p> <p>(vi) Risk of harm to University Students under the age of 18/children with SEN or children who have particular vulnerabilities by failing to provide appropriate facilities</p>	<p>(xii) The University provides all new staff with a copy of the University's CSS</p>
University Counselling Services	High	<p>(i) Risk of harm to University Students under the age of 18/children with SEN or children who have particular vulnerabilities by failing to provide appropriate facilities</p> <p>(ii) Risk of harm to University Students under the age of 18/children due to failure to provide University staff with adequate training</p> <p>(iii) Risk of harm to University Students under the age of 18/children due to staff from University's Counselling Services receiving incorrect training</p> <p>(iv) Risk of harm due to failure to report suspensions or concerns of child abuse/neglect in accordance with the CSS.</p>	<p>(i) The University requires children to provide a signed Parental Consent form and submit it to the University in advance of the child participating in University Counselling Services</p> <p>(ii) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(iii) The University uses standard forms and agreed recruitment procedures;</p> <p>(iv) The University requires appropriate qualifications /experience from all applicants</p> <p>(v) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(vi) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview</p> <p>(vii) The University checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc</p> <p>(viii) The University undertakes vetting of current and prospective employees and volunteers in</p>

		<p>(v) Risk of harm to University Students under the age of 18/children due to a relationship of trust and confidence between a child who is a student and a University Counsellor</p>	<p>accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p> <p>(ix) The University ensures that contracts of employment/secondment shall state that the University staff member shall comply with this CSS</p> <p>(x) The University requires that all new recruits undergo a probationary/trial period</p> <p>(xi) All University staff are provided with a copy of the CSS</p> <p>(xii) All University staff receive training in relation to the CSS</p> <p>(xiii) The University staff receive training on child protection</p> <p>(xiv) The University requests all staff to undertake the Tusla training module & any online training offered by the University</p> <p>(xv) The University records all staff training</p>
University Students going on placement	High	<p>(i) Risk of harm to University Students under the age of 18/children by University members</p> <p>(ii) Risk of harm to University Students under the age of 18/children from staff members in the host organisation.</p> <p>(iii) Risk of harm to children by members of the public</p> <p>(iv) Risk of harm to children due to the inadequate supervision</p> <p>(v) Risk of harm to children with SEN or children who have particular vulnerabilities</p> <p>(vi) Risk of harm not being recognised by University members</p>	<p>(i) University staff, when arranging work placements, must clarify the child safeguarding procedures within the host organisations.</p> <p>(ii) The University's students must familiarise themselves with the host organisation's child safeguarding procedures.</p> <p>(iii) The University's Child Protection Officer is available to advise on supports available to students.</p>

University trips	High	<p>(i) Risk of harm to University Students under the age of 18/children by University students aged 18 and over</p> <p>(ii) Risk of harm to University Students under the age of 18/children by University staff</p> <p>(iii) Risk of harm to University Students under the age of 18/children by members of the public</p> <p>(iv) Risk of harm to University Students under the age of 18/children due to the inadequate supervision of children</p> <p>(v) Risk of harm to University Students under the age of 18/children with SEN or children who have particular vulnerabilities</p> <p>(vi) Risk of harm not being recognised by University staff</p>	<p>(i) The University ensures that appropriate staff numbers accompany students on trips</p> <p>(ii) The University requests gender balance amongst staff members on trips where possible</p> <p>(iii) The University appoints appropriately qualified /experienced recruitment panels that receive recruitment training</p> <p>(iv) The University uses standard forms and agreed recruitment procedures;</p> <p>(v) The University requires appropriate qualifications /experience from all applicants</p> <p>(vi) The University issues job/role description for each post that describes the broad range of duties the role will involve and it issues a Person Specification that describes the type of attributes the University requires the post-holder to have (e.g. experience, qualifications and other requirements</p> <p>(vii) The University ensures that prospective candidates working with children undergo the normal selection process which includes a formal interview</p> <p>(viii) The University checks successful applicant's references, qualifications, experience, suitability to work with children, gaps in curriculum vitae etc</p> <p>(ix) The University undertakes vetting of current and prospective employees and volunteers in accordance with its vetting policy and the National Vetting Bureau (Children & Vulnerable Persons) Act 2012 (as amended)</p> <p>(x) The University ensures that contracts of employment/secondment shall state that the University staff member shall comply with this CSS</p> <p>(xi) The University requires that all new recruits undergo a probationary/trial period</p> <p>(xii) All University staff will be provided with a copy of the CSS</p> <p>(xiii) Relevant University staff will receive training in relation to the CSS</p> <p>(xiv) Relevant University staff will receive training on child protection</p> <p>(xv) The University requests staff to undertake the Tusla training module & any online training offered by the University</p> <p>(xvi) The University records staff training</p>
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APPENDIX 6 - LEGAL FRAMEWORK AND KEY PUBLICATIONS

The following laws, policies and key publications were taken into account when developing this CSS:

1. The 2015 Act
2. The 2017 Guidance
3. Children First Support Documents including the following:
 - 3.1 A Guide for the Reporting of Child Protection and Welfare Concerns;
 - 3.2 Best Practice principles for Organisations in Developing Children First Training Programmes;
 - 3.3 Guidance on Developing a Child Safeguarding Statement; and
 - 3.4 Mandated Assisting Protocol for Tusla Staff
4. The Criminal Justice (Spent Convictions and Certain Disclosures) Act 2016
5. Criminal Law (Sexual Offences) Act 2017
6. Child Trafficking and Pornography Act 1998
7. Protection for Persons Reporting Child Abuse Act 1998
8. Protected Disclosures Act 2014
9. Child and Family Agency Act 2013
10. Child Care Act, 1991
11. Criminal Justice Act 2006
12. Safety, Health and Welfare at Work Act, 2005
13. Protection of Persons Reporting Child Abuse Act 1998
14. Data Protection Acts 1988 and 2003
15. Freedom of Information Act 2014 (as amended)
16. Criminal Justice (Withholding of Information on Offences Against Children and Vulnerable Persons) Act 2012
17. National Vetting Bureau (Children & Vulnerable Persons) Act 2012-2016
18. Children First: National Guidelines for the Protection and Welfare of Children, Department of Children and Youth Affairs 2017
19. Code of Ethics and Good Practice in Children's Sport, Irish Sports Council 2000
20. Ethical Review and Children's Research in Ireland, Department of Health and Children March 2010
21. Guidance for developing ethical research projects involving Children Department of Children and Youth Affairs April 2012
22. Department of Children and Youth Affairs *National Strategy for Research and Data on Children's Lives 2011-2016* (2011)

APPENDIX 7 - MANDATED ASSISTANCE

This is an extract from Chapter 3 of the 2017 Guidance.

The 2015 Act imposes a legal obligation on MPs to report mandated concerns to Tusla. MPs can be mandated to assist Tusla in their assessment of child protection and welfare concerns about children who have been the subject of a mandated report.

Tusla's work is greatly enhanced by cooperation and information sharing between professionals in order to determine the best outcomes for children and their families. In the vast majority of cases, this cooperation is forthcoming and mandated assistance will not need to be sought. However, in essential circumstances, where it is determined to be in the best interests of the child, it may be necessary for a formal request for mandated assistance to be made.

The 2015 Act allows Tusla to formally request mandated assistance. Mandated assistance is the provision of:

- Verbal or written information or reports;
- Attendance at any meeting arranged by Tusla in connection with an assessment of a child, e.g. Strategy Meeting, Child Protection Conference; and
- The production to Tusla of any document or thing.

It may be that a verbal telephone report is sufficient or that the MP is asked for copies of existing reports, records or correspondence. The Social Worker may also request that an MP contributes their own professional report to the overall social work assessment.

In order to make a request for mandated assistance, Tusla will submit a mandated assistance form. Tusla will have satisfied the following conditions:

1. The legal threshold for a mandated report should have been reached, i.e. the child has suffered, is likely to or is suffering harm.
2. The request is necessary and proportionate in all the circumstances of the case.
3. An MP is reasonably believed to be in a position to assist having an identified and specific contribution to make to the assessment, as it may be reasonably required.
4. That not making the request for assistance may be detrimental to the best interests of the child.
5. The MP is not already voluntarily, as part of their normal duties, participating and assisting with the assessment.

Where an MP refuses to assist or fails to engage with an assistance request, the MP will be provided with an opportunity to clarify their reasoning before any decision is taken to challenge the MP's refusal/failure to assist. Following this, if the matter is to be progressed, the following steps are to be taken:

If mandated assistance is not forthcoming, this may lead to Tusla making a report against the MP as a possible fitness to practice matter.

In accordance with section 16(3) the 2015 Act, if an MP furnishes any information (including a report), document or thing to the Agency pursuant to a request for mandated assistance, the furnishing of that information, document or thing shall not give rise to any civil liability in contract, tort or otherwise and nor shall the information, document or thing be admissible as evidence against that person in any civil or criminal proceedings.

APPENDIX 7A - REPORT FORMS

		An Ghníomhaireacht um Lennai agus an Teaghlach Child and Family Agency	
Child Protection and Welfare Report Form MANDATED PERSONS AND NON MANDATED PERSONS (Children First Act 2015 & Children First National Guidance)			
Use block letters when filling out this form. Fields marked with an * are mandatory.			
1. <u>Tusla</u> Area (this is where the child resides)*			
2. Date of Report*			
3. Details of Child			
First Name*		Surname*	
Male*	<input type="checkbox"/>	Female*	<input type="checkbox"/>
Address*		Date of Birth*	
		Estimated Age*	
		School Name	
		School Address	
Eircode			
4. Details of Concerns*			
Please complete the following section with as much detail about the specific child protection or welfare concern or allegation as possible. Include dates, times, incident details and names of anyone who observed any incident. Please include the parents and child's view, if known. Please attach additional sheets, if necessary			
Please see ' Tusla Children First – A Guide for the Reporting of Child Protection and Welfare Concerns ' for additional assistance on the steps to consider in making a report to Tusla			
5. Type of Concern			
Child Welfare Concern	<input type="checkbox"/>		
Emotional Abuse	<input type="checkbox"/>	Physical Abuse	<input type="checkbox"/>
Neglect	<input type="checkbox"/>	Sexual Abuse	<input type="checkbox"/>
6. Details of Reporter			
First Name		Surname	
Address if reporting in a professional capacity, please use your professional address		Organisation	
		Position Held	
		Mobile No.	
		Telephone No.	
Eircode		Email Address	



Child Protection and Welfare Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

Is this a Mandated Report made under Sec 14, Children First Act 2015?*	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Mandated Person's Type				

7. Details of Other Persons Where a Joint Report is Being Made

First Name		Surname	
Address if reporting in a professional capacity, please use your professional address		Organisation	
		Position Held	
		Mobile No.	
		Telephone No.	
Eircode		Email Address	

First Name		Surname	
Address if reporting in a professional capacity, please use your professional address		Organisation	
		Position Held	
		Mobile No.	
		Telephone No.	
Eircode		Email Address	

8. Parents Aware of Report

Are the child's parents/carers aware that this concern is being reported to Tusla ?*	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If the parent/carer does not know, please indicate reasons:				

9. Relationships

Details of Mother			
First Name		Surname	
Address		Mobile No.	
		Telephone No.	
		Email Address	
Eircode			



Is the Mother a Legal Guardian?*	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Details of Father			
First Name		Surname	
Address		Mobile No.	
		Telephone No.	
		Email Address	
Eircode			



Child Protection and Welfare Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

Is the Father a Legal Guardian?*	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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10. Household Composition

First Name	Surname	Relationship	Date of Birth	Estimated Age	Additional Information e.g. school, occupation, other

11. Details of Person(s) Allegedly Causing Harm

First Name*		Surname*	
Male*	<input type="checkbox"/>	Female*	<input type="checkbox"/>
Address		Date of Birth	
		Estimated Age	
		Mobile No.	
		Telephone No.	
Eircode		Email Address	
Occupation		Organisation	
Position Held			

Relationship to Child	
Address at time of alleged incident	
If name unknown please indicate reason	

First Name*		Surname*	
Male*	<input type="checkbox"/>	Female*	<input type="checkbox"/>
Address		Date of Birth	
		Estimated Age	
		Mobile No.	
		Telephone No.	
Eircode		Email Address	
Occupation		Organisation	
Position Held			



Relationship to Child	
Address at time of alleged incident	
If name unknown please indicate reason	



Child Protection and Welfare Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

12. Name and Address of Other Organisations, Personnel or Agencies Known to be Involved Currently or Previously with the Family

Profession	First Name	Surname	Address	Contact Number	Recent Contact e.g. 3/6/9 months ago
Social Worker					
Public Health Nurse					
GP					
Hospital					
School					
Gardaí					
Pre-school/ crèche					
Other					

13. Any Other Relevant Information, Including any Previous Contact with the Child or Family

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Please ensure you have indicated if this is a mandated report in section 6.
Thank you for completing the report form.

In completing this report form you are providing details on yourself and on others. Details such as name, address and date of birth fall under the definition of 'Personal Data' in the Data Protection Acts, 1988 & 2003. Tusla has a responsibility under these Acts in its capacity as a Data Controller to, amongst other things, obtain and process this data fairly; keep it safe and secure; and to keep it for a specified lawful purpose. That purpose is to fulfil our statutory responsibility under the Child Care Act 1991 to promote the protection and welfare of children. Tusla may, during the course of the assessment of this report disclose such Personal Data to other agencies including An Garda Síochána. Further details about Tusla's responsibilities as a Data Controller and your rights as a Data Subject can be found on our website, www.tusla.ie. As you are providing Personal Data on others, you are a Data Processor. We ask that you only provide those details that are necessary for the report and that you keep this report and the Personal Data contained in it secure from unauthorised access, disclosure, destruction or accidental loss.

14. For Completion by Tusla Authorised Person on Receipt of Report

Report Received by			
First Name	Surname	Date	
Mandated Report Acknowledgement by			



Child Protection and Welfare Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

First Name		Surname		Date Sent	
+					
Authorised Person Signature *					
Date *					
-					
Child Previously Known	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Allocated Case No					

APPENDIX 7B – Retrospective Abuse Report Form



Retrospective Abuse Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

Use block letters when filling out this form.
Fields marked with an * are mandatory.

1. Tusla Area (this is where the person subject to allegations of abuse resides (PSAA))*	
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2. Reporter Details if Third Party*

First Name		Surname	
Address If reporting in a professional capacity, please use your professional address		Organisation	
		Position Held	
		Mobile No.	
		Telephone No.	
Eircode		Email Address	

Reporter's relationship to adult complainant	
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Is this a Mandated Report made under Sec 14, Children First Act 2015?*	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Mandated Person's Type	
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3. Details of Person Disclosing Abuse (Adult Complainant)*

First Name		Surname	
Male	<input type="checkbox"/>	Female	<input type="checkbox"/>
Address		Date of Birth	
		Estimated Age	
		Previous Address if known	
Eircode			

4. Type of Abuse Being Reported*

Emotional Abuse	<input type="checkbox"/>	Physical Abuse	<input type="checkbox"/>
Neglect	<input type="checkbox"/>	Sexual Abuse	<input type="checkbox"/>

5. Details and Description of Alleged Abuse*

Date of alleged abuse		Period of alleged abuse	
Location of alleged abuse		Reason for report at this time	

Retrospective Abuse Report Form

*MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)*

Further Detail (include, if known, age of adult complainant at time of abuse, age of PSSA at time of abuse). Please attach additional sheets if necessary.

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6. Details of Person Subject to Allegations of Abuse (PSAA)

First Name*		Surname*	
Male*	<input type="checkbox"/>	Female*	<input type="checkbox"/>
Address		Date of Birth	
		Estimated Age	
		Mobile No.	
		Telephone No.	
Eircode		Email Address	
Occupation			

7. Details of PSAA's Social and Employment Status

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8. PSAA Household Composition

First Name	Surname	Relationship	Date of Birth	Estimated Age	Additional Information e.g. school, occupation, other

9. Does the PSAA Have Contact with Children?*

Yes No

If Yes, please complete information below. If No, proceed to 10.

Details of Child			
First Name		Surname	
Address		Mobile No.	
		Telephone No.	
		Email Address	
		Date of Birth	
Eircode		Age	
Parent/Carers'		Parent/Carers'	



Retrospective Abuse Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

Names				Names			
Relationship to Adult Complainant				Relationship to PSAA			
Frequency of Contact, if known							
Male	<input type="checkbox"/>	Female	<input type="checkbox"/>	Unknown	<input type="checkbox"/>		

Please attach additional sheets for additional children, if necessary.

10. Based on information known at this time, is the PSAA known to the Tusla Social Work Department?				Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If yes, please provide detail:							

11. Based on information known at this time, is the adult complainant known to the Tusla Social Work Department?				Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If yes, please provide detail:							

12. Based on information known at this time, has a report been made to An Garda Síochána?				Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Garda Name:		Telephone No.					
Garda District:		Email:					
Address:		PULSE ID Number:					
		Date Notification Made:					
Eircode:		Date Report Made					

13. Is the PSAA aware of this report?				Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If yes, please provide further details:							

14. Any Additional Information				Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Please provide any further information that will assist Tusla in assessing and prioritising this report:							

In completing this report form you are providing details on yourself and on others. Details such as name, address and date of birth fall under the definition of 'Personal Data' in the Data Protection Acts, 1988 & 2003. Tusla has a responsibility under these Acts in its capacity as a Data Controller to, amongst other things, obtain and process this data fairly; keep it safe and secure; and to keep it for a specified lawful purpose. That purpose is to fulfil our statutory responsibility



Retrospective Abuse Report Form

*MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)*

under the Child Care Act 1991 to promote the protection and welfare of children. Tusla may, during the course of the assessment of this report disclose such Personal Data to other agencies including An Garda Síochána. Further details about Tusla's responsibilities as a Data Controller and your rights as a Data Subject can be found on our website, www.tusla.ie. As you are providing Personal Data on others, you are a Data Processor. We ask that you only provide those details that are necessary for the report and that you keep this report and the Personal Data contained in it secure from unauthorised access, disclosure, destruction or accidental loss.

Please ensure you have indicated if this is a mandated report in section 6.
Thank you for completing the report form.

15. For Completion by Tusla Authorised Person on Receipt of Report

Report Received by					
First Name	Surname	Date			
Mandated Report Acknowledgement by					
First Name	Surname	Date Sent			
Authorised Person Signature*					
Date*					
Child Previously Known		Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Allocated Case No					

APPENDIX 8 – OFFENCES UNDER THE CRIMINAL JUSTICE (WITHHOLDING OF INFORMATION ON OFFENCES AGAINST CHILDREN AND VULNERABLE PERSONS) ACT 2012

1. Murder.
2. Manslaughter.
3. Common law offence of false imprisonment.
4. Rape.
5. Rape under section 4 of the Criminal Law (Rape) (Amendment) Act 1990 .
6. Sexual assault.
7. Aggravated sexual assault within the meaning of section 3 of the Criminal Law (Rape) (Amendment) Act 1990 .
8. An offence under section 1 of the Punishment of Incest Act 1908 (incest by males).
9. An offence under section 2 of the Punishment of Incest Act 1908 (incest by females of or over 17 years of age).
10. An offence under section 6 (1) of the Criminal Law (Sexual Offences) Act 1993 .
11. An offence under section 2 of the Criminal Law (Sexual Offences) Act 2006 (defilement of child under 15 years of age).
12. An offence under section 3 of the Criminal Law (Sexual Offences) Act 2006 (defilement of child under the age of 17 years).
- 12A. An offence under section 3A of the Criminal Law (Sexual Offences) Act 2006 (offence by person in authority).
13. An offence under any of the following provisions of the Child Trafficking and Pornography Act 1998 —
 - (a) section 3 (child trafficking and taking, etc., child for sexual exploitation),
 - (b) section 4 (allowing child to be used for child pornography),
 - (c) section 4A (organising etc. child prostitution or production of child pornography),
 - (d) section 5A (participation of child in pornographic performance).”,
14. An offence under section 2 of the Sexual Offences (Jurisdiction) Act 1996 insofar as it relates to an offence specified in the Schedule to that Act that is also specified in this Schedule.
15. An offence under any of the following provisions of the Criminal Law (Human Trafficking) Act 2008 —
 - (iv) section 2 (trafficking, etc., of children),
 - (v) section 5 insofar as it relates to a child who has been trafficked for the purpose of his or her exploitation (soliciting or importuning for purposes of prostitution of trafficked person),
 - (vi) section 7 insofar as it relates to an offence under section 2 of that Act or section 3 (other than subsections (2A) and (2B)) of the Child Trafficking and Pornography Act 1998 .
16. An offence under section 249 of the Children Act 2001 (causing or encouraging sexual offence upon a child).
17. An offence under section 176 of the Criminal Justice Act 2006 (reckless endangerment of children).
18. An offence under any of the following provisions of the Non-Fatal Offences against the Person Act 1997 —
 - (a) section 3 (assault causing harm),
 - (b) section 4 (causing serious harm),
 - (c) section 5 (threats to kill or cause serious harm),
 - (d) section 13 (endangerment),
 - (e) section 15 (false imprisonment),
 - (f) section 16 (abduction of child by parent, etc.),
 - (g) section 17 (abduction of child by other persons).
19. An offence under section 246 of the Children Act 2001 (cruelty to children).
20. An offence under any of the following provisions of the Criminal Justice (Female Genital Mutilation) Act 2012 —
 - (a) section 2 (offences of female genital mutilation, etc.),
 - (b) section 3 (offence of removal from State for purpose of female genital mutilation),
 - (c) section 4 (acts, etc., done outside State).
21. An offence under any of the following provisions of the Criminal Law (Sexual Offences) Act 2017—
 - (a) section 3 (obtaining, providing etc. a child for purpose of sexual exploitation),
 - (b) section 4 (invitation etc. to sexual touching),
 - (c) section 5 (sexual activity in presence of child),
 - (d) section 6 (causing child to watch sexual activity),
 - (e) section 7 (meeting child for purpose of sexual exploitation),
 - (f) section 8 (use of information and communication technology to facilitate sexual exploitation of child).

Version History

The Statement is reviewed annually by the Child Protection Officer in advance of compliance statements being issued to the University Governing Authority.

Review 2019 – No change therefore 2018A version remained

Review 2020 – No change therefore 2018A version remained

Review 2021 – No change therefore 2018A version remained

Review 2022 – Changes to contact details amended to incorporate an addition Deputy Liaison Person and the change in both President and Deputy President/Registrar and TUSLA contact details. Date of amendment 19th October 2022.