

OSA Child Safeguarding Development Plan June 2020 – May 2023



Vision: To promote safe and sacred spaces that enable Augustinian ministries and communities of faith to thrive.

Context:

At the heart of safeguarding is thoughtful preparation. This is reflected in the care and attention given to implementing our procedures. To ensure that suitable people are working alongside children and young people as faith-friends and mentors is an Augustinian responsibility. Such good-natured people will be required to meet certain expectations based on relevant training and on-going supports.

Our hope is twofold: that much good will continue to be done and that we will do no harm. Parents, volunteers and friars should be reassured that all that can be done is being done, and possibly more. Local Safeguarding Group members play a significant part in this team effort. Much of it undertaken behind the scenes, though our Safeguarding message is always communicated openly and clearly.

What is committed to year on year will be reviewed and reported on to all within the Safeguarding Network and the Provincial Council, as it should be. The Safeguarding Development Group will ensure such accountability. Celebrating what will be achieved is important. Identifying what did not work as expected will hopefully, create new insights that inspire different approaches and responses.

Both in its detail and its broad ambition every action within this plan should contribute positively to the building of an inclusive community of faith: children, young people, adult leaders and friars nurturing positive relationships together in the midst of God's presence. Head and heart must combine to realise this vision. Thoughtful planning, a warm welcome and reviewing progress will go a long way to supporting and encouraging the seeds of such good work.

Resources: The Provincial and his Council will financially underwrite all aspects of this plan annually.

1.	Creating & Maintaining Safe Environments	Who Leads? ¹	Timeframe	Performance Indicators	Progress Report
1.1(i).	To support & consolidate the Safeguarding Development Group's work and membership.	Provincial & SO	On-going	Membership changeover, Chairperson appointed & Induction Training completed by Dec. 2020; Four meetings held annually with 85% Attendance; Group 'Evaluations' completed to identify learning.	
1.1(ii).	To ensure that the OSA Recruitment & Vetting Policies are adhered to in respect of all Friars and Co-Workers.	LSGs & SO	On-going	Volunteer Ministries Pack adopted as standard practice throughout Province; Guidelines for interviewing Volunteers to work with children disseminated (Oct. 2020). Friars Vetting Database updated & advance renewal notices circulated. Local Vetting updated as required.	
1.2.	To disseminate the OSA 'Adult Code of Behaviour' leaflet.	SDG, SO & LSGs	On-going	Copies disseminated on request & local compliance between 90 - 100% in all church locations.	
1.3.	To produce & disseminate child friendly materials, including posters and media images.	SDG, SO & LSGs	Mar. 2021	New Safeguarding Leaflet for 13 – 16 yrs. produced & disseminated.	

¹ Roles & Abbreviations: Co-Workers = Volunteers and Staff; DLP = Designated Liaison Person; SO = Safeguarding Officer; SDG = Safeguarding Development Group; LSRs = Local Safeguarding Representatives; LSG = Local Safeguarding Group; NBSCCCI = National Board for Safeguarding Children in the Catholic Church in Ireland (NBSCCCI).

1.	Creating & Maintaining Safe Environments	Who Leads?	Timeframe	Performance Indicators	Progress Report
1.4./8.	To raise awareness among Friars and Co-Workers of the safe care of all children and volunteers.	SO & LSGs	(1) Oct. 2020. (2) Jan. 2021. (3) Mar. 2021. (4) June 2021.	Guidelines are drafted, approved and disseminated for (1) Developing a Code of Conduct with Children (2) Working with Children (including sample Job Descriptions), (3) Completing a simple Facilities Risk Assessment & (4) Volunteers visiting Family Homes or Vulnerable Adults.	
1.5.	To maintain an up to-date local register of independent groups using Augustinian facilities.	LSGs.	On-going	Progress Reports confirm same annually.	
1.6./7.	To invite feedback of whatever nature from Friars, Co-Workers & the public.	Provincial & Priors	July 2020	OSA Website carries feedback facility & each input responded to fairly & promptly.	
1.9.	To ensure IT & Social Media Guidelines are fit for purpose.	SDG, SO & LSGs	On-going	Current Guidelines updated, as appropriate & specific LSG requests for advice and/or assistance processed.	
1.10.	To ensure that all Friars working in other agencies (i.e. external ministries) are Safeguarding compliant.	Provincial & SO	On-going	Progress Reports confirm same annually.	

5.	Training & Support for Keeping Children Safe	Who Leads?	Timeframe	Performance Indicators	Progress Update
5.1.	To ensure that Friars, Volunteers & Staff are inducted into <i>Safeguarding Children: Policy, Standards & Guidance (2016)</i> .	Provincial, SDG & SO	On-going	Training Courses delivered annually. Provincial Database of completed training (& renewal dates) established and maintained for all friars.	
5.2./3.	To complete a Province training needs analysis in consultation with LSGs, design appropriate training responses & implement accordingly.	SO & SDG	Oct. 2020, Sept. 2021 & Sept. 2022	Progress Reports reviewed & needs identified.	
5.4.	To avail of relevant NBSCCCI training in support of OSA Safeguarding & Child Protection roles.	Provincial	On-going	Relevant training sourced.	
5.5.	To ensure the provision of targeted training for parents/guardians & children when identified.	SO & LSGs	On-going	Customised training delivered on request & evaluated.	
5.6.	To provide information & advice to all Priors/PPs & Local Safeguarding Representatives.	DLP & SO	On-going	Each LSG visited annually & telephone/email queries responded to on request.	

6.	Communicating the Church's Safeguarding Message	Who Leads?	Timeframe	Performance Indicators	Progress Report
6.1.	To agree and implement a <i>Communications Plan</i> .	SDG & Provincial	June 2020	See Appendix 1.	
6.2(i).	To inform all OSA personnel & communities of faith of the Safeguarding Standards & Procedures.	Provincial, SO & LSGs	On-going	See Appendix 1.	
6.2(ii).	To network all Priors & Local Safeguarding Representatives.	SDG, SO & Provincial	Mar./April 2021, 2022 & 2023	All LSGs represented at Network; Evaluation Rating 4/5;	
6.3.	To customise all safeguarding materials into appropriate languages, where the need arises.	SO & LSGs	On-going	By request.	
6.4(i).	To liaise with other relevant agencies in the promotion of Child Safeguarding best practices.	SO & Provincial	On-going	Contacts established, maintained and supported.	
6.4(ii).	To review the <i>Safeguarding Protocol</i> with the Archdiocese of Dublin for three Parishes.	SO, DLP & Provincial	Oct. 2020 & Feb. 2023	Parish Priests & LSGs consulted & Protocol renewed and/or amended based emerging needs and practices.	

7.	Quality Assuring Compliance with the Standards	Who Leads?	Timeframe	Performance Indicators	Progress Report
7.1(i).	To ensure the completion of Annual Progress Reports by Priors/P.Ps & Local Safeguarding Groups.	SO, LSGs & SDG	Sept. 2020, April 2021 & April 2022	Progress Reports completed & submitted to SDG for review & feedback.	
7.1(ii).	To complete annual reviews and corresponding reports of the SDG's role & work programme.	SDG & SO	Feb. 2021. Feb. 2022 & Feb. 2023	Draft Reports finalised & submitted to Provincial Council for approval.	
7.2(i).	To consult Priors, LSGs and respective communities on the draft components of each 3-year Plan.	SO & SDG	Feb. 2023	Draft circulated for comments & feedback before being finalised.	
7.2(ii).	To submit the <i>OSA Safeguarding Plan '23 – '25</i> to the Provincial Council for approval.	Provincial & SO	Mar. 2023	Final Plan reviewed & adopted by Provincial Council.	
7.3.	To invite the NBSCCCI to undertake a review of OSA child protection and safeguarding practices.	Provincial, SDG, CMAP & SO/DLP	July 2020	Agreed Report published; specific learnings considered & incorporated into current &/or future Safeguarding Plan.	

Child Safeguarding - Appendix 1.

Standard 6 – Communication the Church’s Safeguarding Message OSA Safeguarding Plan June '20 – May '23				
Actions		Audiences	Who Leads?	Timeframe
1.	Safeguarding Statements ² & copies of Summary Policy available on OSA Website and in each church.	Faith Community & Public	SO/LSGs	On-going
2.	Existing Safeguarding resources (e.g. leaflets, posters & pop-ups) will be displayed in all churches.	Children & Parents/Guardians	SO/ LSGs	On-going
3.	Produced new Safeguarding Leaflet and/or poster(s) to be distributed and displayed in all churches.	Young People (13 – 16 yrs.) & Parents/Guardians	SO/ LSGs	Mar. 2021
4.	<i>Safeguarding Development Newsletter</i> to be produced & distributed 4 times annually.	Friars & LSGs	SO	Feb./June/Oct./Dec.
5.	SDG will issue a ‘Work Report’ 4 times annually.	Friars & LSGs	SDG & SO	Feb./June/Oct./Dec.
6.	LSGs to be networked & visited annually.	LSGs	SO & Provincial	Mar./April & Oct./Nov.
7.	In conjunction with the Provincial’s ‘Safeguarding Letter’ all churches will host a <i>Safeguarding Promotion Weekend</i> annually including a ‘Newsletter’ for distribution.	Faith Community	Prov. & LSGs	Sept./Oct.
8.	Upgrade ‘Safeguarding’ webpage with ongoing updates.	LSGs, Friars & Public	Prov./SO & LSGs	Sept. 2020 & On-going

² To include updated *Tusla Child Safeguarding Statement* for display as this arises.