



As Augustinians we welcome other organisations/groups/individuals within the community using our facilities. In so doing it is a priority for us to ensure that all reasonable steps have been taken to safeguard children and young people. The responsibility for complying with good safeguarding practice (including safe recruitment, vetting and training) rests solely with the external group seeking to use our facilities.

The Augustinian Order has its own policies and procedures in relation to safeguarding children. Any of our ministries working directly with children and/or young people will comply with these requirements and standards. The same will apply to vulnerable adults.

External groups must similarly meet certain conditions to ensure the safety and well-being of children, young people and adult leaders – prior to gaining access to our facilities.

Conditions

Any group using Augustinian facilities must run activities involving children and young people in compliance with all applicable child safeguarding and protection legislation and guidelines.

The group should have (1) its own safeguarding policy and procedures that have been approved by and meet the statutory requirements of Tusla; (2) appropriate insurance cover and (3) adequate numbers of trained and Garda Vetted leaders.

Please complete the following questionnaire fully. Where you deem a question not to be applicable (N/A), please explain why you believe this to be the case.

Name of Group/Organisation: _____

Purpose: _____

Address: _____

User Group (e.g. Children/Adults): _____

Facilities Required: _____

Commencement Date: _____ Completion Date: _____

Frequency of Use: _____

(1) Hours of Use (Starting a.m./p.m.): _____

(2) Hours of Use (Finishing a.m./p.m.): _____



Details of Leaders in Charge

1. Name: _____

Contact Details: _____

Phone/Mobile: _____

Email: _____

2. Name: _____

Contact Details: _____

Phone/Mobile: _____

Email: _____

Confirmation of Group Meeting OSA Conditions

A. *Does the Group have its own Safeguarding Policy and Procedures as approved by Tusla?*

Yes ___ No ___ N/A ___

B. *Does the Group have appropriate insurance cover for all its activities?*

Yes ___ No ___ N/A ___

Name of Insurance Company: _____

Policy Number: _____

Period of Cover: _____

Limit(s) of Indemnity: _____

C. *Does the group have adequate numbers of trained leaders who are Garda Vetted?*

Yes ___ No ___ N/A ___

Official & Authorised Signature

Print Name: _____

Position/Role: _____

Contact Details: _____

Signed: _____ **Dated:** _____