



## FAMILY TREE CRECHE

### CHILD SAFEGUARDING STATEMENT



BENEVOLENCE & ADVOCACY

ENTERPRISE

EDUCATION & UPSKILLING

Charity Number: 20041397

Doing nothing  
is not our way

Our community is at the heart of  
everything we do, and our collaborators  
are critical to our success.

## Our purpose

***To be a catalyst for  
positive change in Limerick.***

A Limerick  
solution to  
a Limerick  
challenge.



Every person, every place has the potential to be more.

But potential needs a catalyst.

A spark that moves potential from something that might be, to something that is.

LEDP is that spark.

A mission to help people see potential and realise it.

To help Limerick help itself.

To improve lives and futures.

LEDP is vision, support, and the spark of action to find the potential within,

And move it forward.

***Potential moves us***

# Child Safeguarding Statement

## Family Tree Crèche

### Notes:

- Our Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, and Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice 2nd Edition.
- This document is developed to ensure compliance with the Children First Act, 2015, it has been adapted from Tusla template to suit the needs, size and particulars of Family Tree Crèche service.
- Under the Children First Act, 2015 all pre-school services (including stand-alone afterschool services) as defined in the Childcare Act 1991 who employ one or more person are required to have a child safeguarding statement. Employ here includes people who are unpaid – for example, students or volunteers and back up persons

This Safeguarding Statement had been developed in line with Tusla guidance on the development of a safeguarding statement. <http://www.tusla.ie>

This **Child Safeguarding Statement** includes the service Family Tree Crèche provides, the principles and procedures that are observed to ensure as far as practicable that a child while availing of the service is safe from 'harm' in line with Children First: National Guidance for child protection

This **Child Safeguarding Statement** has been developed by the registered childcare provider of the service

*Limerick Enterprise Network CLG t/a Family Tree Crèche*

Family Tree Crèche is registered pre-school providing the following services for children aged 2 ½ to 5- years:

### Family Tree Crèche Service being provided:

Sessional pre-school service 3 hours per session with mornings.

Full-day childcare service for children aged 6 months – 5 yrs.

### The management structure is:

|                              |                                      |
|------------------------------|--------------------------------------|
| <b>Mr Niall O'Callaghan:</b> | Chief Executive and Service Provider |
| <b>Ms Niamh Cagney:</b>      | Manager on duty                      |



## 2. COMMITMENT TO SAFEGUARD CHILDREN FROM HARM

- Our Service is committed to safeguarding the children in our care and to providing a safe environment in which they can play, learn and develop.
- Our service believes that the welfare of the children attending our service is paramount. We are committed to child-centred practice in all our work with children.
- We are committed to upholding the rights of every child and young person who attends our service, including the rights to be kept safe and protected from harm, listened to, and heard.
- Our policy and procedures to safeguard children and young people reflect national policy and legislation and are underpinned by Children First: National Guidance for the Protection and Welfare of Children 2017, the Tusla Children First - Child Safeguarding Guide 2017, and the Children First Act 2015.
- Our policy applies to all paid staff, volunteers, committee/ board members and students on work placement within our organisation. All committee board members, staff, volunteers and students must sign up to and abide by the policies, procedures and guidance encompassed by this policy declaration and our child safeguarding policy and accompanying procedures.
- We will review our child safeguarding statement and accompanying child safeguarding policies and procedures every 2 years or sooner, if necessary, due to service issues or changes in legislation or national policy.
  - **Designated Liaison Person** for Child Protection:

|                                                             |                                                                                                 |
|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| <b>DLP:</b><br><br><i>Niamh Cagney: Manager 087-3932821</i> | <b>Deputy:</b><br><br><i>Leona Cotter: 085-7543223</i><br><br><i>Andrea Slater: 085-2803812</i> |
|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------|

### 3. RISK ASSESSMENT

Our Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, and Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice 2nd Edition.

The procedures listed in our Risk Assessment and the Specified Procedures below support our intention to safeguard children while they are availing of our service:

- Procedure for the management of allegations of abuse or misconduct against workers/volunteers of a child availing of our service;
- Procedure for the safe recruitment and selection of workers and volunteers to work with children;
- Procedure for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm;
- Procedure for the reporting of child protection or welfare concerns to Tusla;
- Procedure for maintaining a list of the persons (if any) in the relevant service who are mandated persons;
- Procedure for appointing a Relevant Person. This Child Safeguarding Statement will be displayed prominently. All procedures will be made available to staff, parents, young people, members of the public and Tusla, if requested.

A written assessment setting out the areas of risk identified and the service procedures for managing those risks is summarised below:

| Risk Identified                       | Policies and/or Procedures in place to manage Risk |
|---------------------------------------|----------------------------------------------------|
| See the attached risk assessment list | Policies and procedures attached                   |

#### 4. CHILD SAFEGUARDING POLICIES AND PROCEDURES

*Family Tree Crèche Policies and Procedures attached.*

As required by the Children First Act, 2015, Children First National Guidance for Protection and Welfare of Children 2017 and the Guidance for Developing for a Child Safeguarding statement for Early Years Services 2018 the following safeguarding policies/procedures/measures are in place

- Procedures to maintain a list of mandated persons under the Children First Act, 2015
- A Relevant Person has been appointed
- A Designated Liaison Person and Deputy have been appointed
- Child Protection and Welfare Reporting Procedures
- Confidentiality Policy
- Policy for Dealing with Allegations of Abuse or Neglect Against Employees
- Procedure for Managing Child Protection Records
- Recruitment Policy
- Garda Vetting Policy
- Code of Behaviour for Working with Children
- Induction Policy (which includes procedures to inform new staff about the Child Safeguarding Statement and accompanying safeguarding policies and procedures)
- Staff have access to regular Supervision and Support in line with the service policy.
- Complaints Policy
- Policy for Managing Outings
- Policy for Managing Accidents and Incidents
- Social Media Management Policy



# CHILD SAFEGUARDING STATEMENT

## Family Tree Crèche

### 5. IMPLEMENTATION AND REVIEW

- We recognise that implementation is an ongoing process. Family Tree Crèche is committed to the implementation of this Child Safeguarding Statement and the accompanying child safeguarding policies and procedures that support our intention to keep children safe from harm while availing of our service.
- This Statement will be reviewed every 2 years or as soon as practicable after there has been a material change in any matter to which the statement refers.
- This statement has been published on the service website and is displayed in the service. It has been provided for all staff, volunteers and any other persons involved with the service. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla if requested.

Signed: Niall O'Callaghan

Date: 17/09/2025

Chief Executive and Service Provider

[niall@ledp.ie](mailto:niall@ledp.ie)

086-8393397

Signed: Niamh Cagney

Date: 17/09/2025

Manager and Relevant Person

[niamh@ledp.ie](mailto:niamh@ledp.ie)

087-3932821

For further information on this Statement contact the Relevant Person under the Children First Act 2015.



## RISK ASSESSMENT TEMPLATE

Person(s) carrying out Risk Assessment: Niall O'Callaghan/Niamh Cagney

Date: 17/09/2025

| Risk Identified                                                                                                                                                                                                                                                                                                                                                                                                                      | Who is Responsible?                                       | What is Currently in Place to Manage the Risk                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | What Future Actions are Needed?                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| <p>Risk of harm of abuse by staff.<br/>Examples of risk include, but are not limited to:</p> <ul style="list-style-type: none"> <li>- Rough handling of children by staff in a way that causes harm to a child</li> <li>- Staff shouting at or chastising children to the extent that it causes harm to a child</li> <li>- On-going provision of inadequate food and/or nutrition to the extent that</li> </ul>                      | <p>Management:<br/>Niamh Cagney<br/>Niall O'Callaghan</p> | <ul style="list-style-type: none"> <li>- Recruitment Procedure/Policy</li> <li>- Complaints Procedure/Policy</li> <li>- Staff Training Procedure/Policy</li> <li>- Staff Induction Procedure/Policy</li> <li>- Child Safeguarding Procedure/Policy</li> <li>- Reporting Procedure/Policy</li> <li>- Child Safeguarding Training Procedure/Policy</li> <li>- Garda Vetting Procedure/Policy</li> <li>- Code of Behaviour for Staff/Students Procedure/Policy</li> <li>- Allegation of Abuse Against Staff/Students Procedure/Policy</li> </ul> | <p>These policies will be reviewed annually.</p> |
| <p>Risk of abuse by staff not knowing correct procedures.<br/>Examples of risk include, but are not limited to:</p> <ul style="list-style-type: none"> <li>- Children placed at risk due to inadequate supervision e.g. a child going missing</li> <li>- Children being harmed as a result of staff not reporting appropriate concerns</li> <li>- Children being harmed by inappropriate actions or interactions by staff</li> </ul> | <p>Management:<br/>Niamh Cagney<br/>Niall O'Callaghan</p> | <ul style="list-style-type: none"> <li>- Staff Training Procedure/Policy</li> <li>- Staff Supervision Procedure/Policy</li> <li>- Reporting Procedure/Policy</li> <li>- Child Safeguarding Procedure/Policy</li> <li>- Allegations of Abuse against Staff/Students Procedure/Policy</li> <li>- Complaints Procedure/Policy</li> <li>- Code of Behaviour for Staff Procedures/Policy</li> <li>- Stay &amp; Play Policy including risk management policy</li> <li>- Critical Incident Procedure/Policy</li> </ul>                               | <p>These policies will be reviewed annually.</p> |

| Risk Identified                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Who is Responsible?   | What is Currently in Place to Manage the Risk                                                                                                                                                                                                                                                                                                                                                              | What Future Actions are Needed?           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <p>Risk of abuse by staff/visitors when parents/guardians/childminders are not on site for Stay and Play sessions or Network events.</p> <p>Examples of risk include, but are not limited to:</p> <ul style="list-style-type: none"> <li>- An incident of sexual abuse by a staff member/ student, for example, during nappy changing or intimate care routines</li> <li>- An incident of physical abuse by a staff member/student when parent/guardian/childminder is not on site</li> <li>- Emotional abuse by a staff member/ student taking place when parent/guardian/</li> </ul> | Management and Staff. | <ul style="list-style-type: none"> <li>- Staff Training Procedure/Policy</li> <li>- Staff Supervision Procedure/Policy</li> <li>- Recruitment Procedure/Policy</li> <li>- Garda Vetting Procedure/Policy</li> <li>- Child Safeguarding Policy/Procedure</li> <li>- Code of Behaviour for Staff/Students Procedure/Policy</li> <li>- Allegation of Abuse Against Staff/Students Procedure/Policy</li> </ul> | These policies will be reviewed annually. |
| <p>Risk of harm by use of unauthorised photography or from online abuse through social media or internet access.</p> <p>Examples of risk include, but are not limited to:</p> <ul style="list-style-type: none"> <li>- Poor management of images or recordings of children, including those shared publicly or on social media</li> </ul>                                                                                                                                                                                                                                              | Management and Staff. | <ul style="list-style-type: none"> <li>- Policy/Procedure on the use of the Internet and Photographic and Recording Devices</li> <li>- Social Media Procedure/Policy</li> <li>- Retention of Records Procedure/Policy</li> </ul>                                                                                                                                                                           | These policies will be reviewed annually. |

| Risk Identified                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Who is Responsible?   | What is Currently in Place to Manage the Risk                                                                                        | What Future Actions are Needed?           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <p>Risk of harm from other staff or unannounced visitors to the venue where the Stay and Play session or network event is taking place (e.g., maintenance/ repairs/deliveries/other families/adults/children).<br/>Examples of risk include, but are not limited to:</p> <ul style="list-style-type: none"> <li>- Risk of children absconding from services due to procedures for entering and exiting buildings not being adhered to, such as doors being closed etc.</li> <li>- Risk of physical, sexual or emotional abuse to children from visitors</li> <li>- Children placed at risk of harm due to inadequate supervision</li> </ul> | Management and Staff. | <ul style="list-style-type: none"> <li>- Safety Statement Procedure/Policy</li> <li>- Visitor Signing in Procedure/Policy</li> </ul> | These policies will be reviewed annually. |
| <p>Risk of harm from peer to peer abuse. Examples of risk include, but are not limited to:</p> <ul style="list-style-type: none"> <li>- Repeated, extreme acts of bullying (i.e. verbal, psychological or physical aggression between children)</li> <li>- Children using social media platforms to post derogatory comments or pictures of other children</li> </ul>                                                                                                                                                                                                                                                                       | Management and Staff. | <ul style="list-style-type: none"> <li>- Complaints Procedure/Policy</li> <li>- Staff Training Procedure/Policy</li> </ul>           | These policies will be reviewed annually. |



*Potential  
moves us.*

