

## Review of Safeguarding Practice

**Diocese/Order: Presentation Brothers**

<b>Recommendation</b>	<b>Action- Progress</b>
<p>1. The Province Leader should ensure that in the revision of the Presentation Brothers safeguarding policy and procedures explicit reference is made to how individuals who are deemed a risk to children are managed.</p>	<p><b>Interim Protocol 5</b> (Safety Plans) is already in effect as part of our Province Safeguarding Policy. This provides details of the management of individuals deemed a risk to children. It is accessible in the Safeguarding section of our website.</p> <p>We have used the <b>Relapse Prevention Group</b> of the Diocese of Cork &amp; Ross for the supervision of individuals for past ten years. This body is currently being reviewed. We will participate in, and contribute financially, to this review.</p> <p>We will adopt and implement the NBSCCCI policy on management plans when it is issued.</p>
<p>2. The Province Leadership Team should review the current role descriptions for the designated person, the deputy designated person, victim support personnel and other relevant personnel within the safeguarding structure.</p>	<p>A new contract, clarifying duties and responsibilities, was signed by the <b>Designated Liaison Person</b>, a laywoman with a background in social work, on June 30<sup>th</sup> 2014.</p> <p>The <b>Deputy Designated Liaison Person</b> has been relieved of all responsibility for dealing with new complaints. This will now be handled exclusively by the Designated Liaison Person. Brothers were informed of this by a circular letter in July 2014.</p> <p>The Advisors and Support Personnel panel of the Diocese of Cork and Ross is now available to support complainants who accept the offer of a <b>victim support person</b>.</p>

<p>3. The Province Leader in consultation with the designated person must develop a clear protocol around the creation and maintenance of case records. In addition the master files should be reviewed a minimum of every quarter to ensure full information is on the case management file.</p>	<p>Case files have been re-located to the <b>Province Office</b>. The Province Leader and Designated Liaison Person have sole and ready access to them.</p> <p>A <b>secure safe</b> was purchased (June 2014) and installed in a dedicated room in the Province Office that is permanently locked. All of the child safeguarding files are in this safe.</p> <p><b>Interim Protocol 1</b> (on creation, maintenance and access to safeguarding files) is also in effect.</p> <p>The Province Leader and Designated Liaison Person have arranged to <b>meet quarterly</b> to update case management files, but have been meeting more frequently than this, viz. June 20<sup>th</sup> , July 17<sup>th</sup> , August 20<sup>th</sup> , September 8<sup>th</sup> , October 6<sup>th</sup> , January 10<sup>th</sup> and 20<sup>th</sup> .</p>
<p>4. That the Province Leader ensures that the revised policy document should include the Interim Protocol on complaints and whistle-blowing procedures.</p>	<p><b>Interim Protocol 6</b> (Complaints and whistle blowing policy of the Presentation Brothers) has been added to our Province Safeguarding Policy and is in effect.</p>
<p>5. That the Province Leader ensures that all allegations which meet the threshold of notification are reported to the civil authorities and the NBSCCCI without delay.</p>	<p>The Province Leader has been meeting regularly with the Designated Liaison Person and each meeting includes a confirmation that any new allegation has been reported <b>to the civil authorities</b>.</p>



<p>6. The designated person must ensure that full records, including relevant copies of notification and key information are held on the case file. The records should also follow the NBSCCCI case file template.</p>	<p>The Designated Liaison Person's contract <b>outlines her responsibility</b> for ensuring that all appropriate documents are added to the relevant case file.</p> <p>Each file has a <b>contents page</b> at the beginning in accordance with NBSCCCI case file template.</p>
<p>7. That on a regular basis the province leadership should meet the TÚSLA liaison officer and the Garda liaison officer; the HSC and the PSNI to ensure full exchange of relevant information and communication necessary to safeguard children and manage risk.</p>	<p>A meeting was held with the <b>Gardaí Liaison and TúsLA Liaison</b> on 2<sup>nd</sup> September 2014. We were advised that no further meetings were deemed necessary unless a new allegation against a living individual emerges.</p> <p>The Designated Liaison Person consulted the NBSCCCI about the necessity to meet the PSNI and HSC when we have no current presence or involvement in Northern Ireland. The reply received from NBSCCCI was that there is <b>no need to hold such a meeting</b>.</p>
<p>8. That the province's trainer should carry out a training needs analysis of the Brothers, lay staff and volunteers involved in safeguarding children to inform a future safeguarding training plan.</p>	<p>Our Province Trainer has carried out a <b>training needs analysis</b> of the Brothers, staff and volunteers, in consultation with the Province Leader.</p> <p>This needs analysis has been shared with the NBSCCCI Training Manager. Training will reference the updated Children First policy and the new NBSCCCI policy.</p> <p>The <b>Province Safeguarding Training Plan</b> schedules training opportunities as required.</p> <p><b>Garda vetting</b> is a requirement in our recently re-drafted employees' contracts of employment and is clearly stated in the Employees' Handbook.</p>



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	<p>Our <b>Volunteer Policy</b> has been developed to include the necessity of safeguarding training and Garda vetting.</p>
<p>9. That the province leader appoints and trains a number of people to act as a victim support team both from a lay/religious perspective and a male/female perspective. The support person should inform survivors of the State sponsored Cara Nua service.</p>	<p>We have established an arrangement with the Diocese of Cork and Ross. Their trained <b>Victim Support Personnel</b> are available to us when we need them.</p> <p>We are satisfied that survivors are aware of <b>Cara Nua</b>.</p>
<p>10. That the province leader appoints and trains a number of people to act as a team of advisors.</p>	<p>We have agreement with the Diocese of Cork and Ross to apply for the services of one their advisors should we require one.</p>