

Procedure for the appointment of a relevant person as per the Children First Act 2015

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Child and Family Agency



Tusla Procedure for the Appointment of A Relevant Person as per the Children First Act 2015

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Revision History

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Glossary of terms

Child Safeguarding – ensuring safe practice and appropriate responses by staff and volunteers to concerns about the safety or welfare of children, including online concerns, should these arise. Child safeguarding is about protecting the child from harm, promoting their welfare and in doing so creating an environment which enables children and young people to grow, develop and achieve their full potential

Child Safeguarding Guide – Tusla Children First – Child Safeguarding: A guide to policy, procedure and practice.

Child Safeguarding Statement – defined in the Children First Act 2015, this is a statement, including a written assessment of risk of harm to children and the measures that will be taken to manage any identified risks.

Children First – This is an overarching term that refers to responsibilities under *Children First: National Guidance for the Protection and Welfare of Children* (DCYA, 2017) and/or *Children First Act, 2015*

Guiding principles and child safeguarding procedures – previously referred to as child protection and welfare policy and procedures, the procedures an organisation has in place to safeguard children from harm and reduce the risks to children of being harmed.

Provider – as defined in the Children First Act 2015, ‘*means, in relation to a relevant service, a person-*

(a) who provides a relevant service, and

(b) who, in respect of the provision of such relevant service—

(i) employs (whether under contract of employment or otherwise) one or more than one other person to undertake any work or activity that constitutes a relevant service,

(ii) enters into a contract for services with one or more than one other person for the provision by the person of a relevant service, or

(iii) permits one or more than one other person (whether or not for commercial or other consideration and whether or not as part of a course of education or training, including an internship scheme) to undertake any work or activity, on behalf of the person, that constitutes a relevant service;’

Relevant Person – means a person who is appointed by a provider of a relevant service to be the first point of contact in respect of the Child Safeguarding Statement

Relevant service – as defined in the Children First Act 2015, ‘means any work or activity specified in Schedule 1 [of that Act]’.

1.0 Introduction

The Children First Act 2015 sets out the requirement of providers of relevant services to have a Child Safeguarding Statement and specified procedures. Tusla is identified as a provider of a relevant service. The specified procedure, herein as required under the Act, details the appointment of a relevant person for the purposes of the child safeguarding statement. This part refers to in this case the Child Safeguarding Statement.

2.0 Purpose

The purpose of this procedure is to:

1. Meet the requirements of the Child Safeguarding Statement and specified procedures under the Children First Act 2015.
2. To provide all Tusla staff and board members with the process of identifying a relevant person
3. To provide the name of a relevant person for the purpose of the Child Safeguarding Statement

3.0 Scope

This procedure applies to all staff of Tusla. In this procedure, references to staff should be interpreted as applying to direct employees of Tusla, agency contracted staff, persons on work placements and student placements.

This procedure sets out guidance and direction for the Tusla Board and all Tusla staff and any member of the public who may request a copy of the CSS's specified procedure relating to the appointment of a relevant person. A relevant person is defined within the Children First Act 2015 and is a person who is appointed by a provider of a relevant service to be the first point of contact in respect of the provider's child safeguarding statement.

4.0 Legislation and Other Related Policies

- Children First Act 2015
- Children First National Guidance for the Protection and Welfare of Children 2017
- Tusla Guidance on the Developing a Child Safeguarding Statement
- Tusla Child Safeguarding: A Guide for Policy, Procedure and Practice

5.0 Policy/Procedure/Protocol/Guidance

The procedure to appoint a relevant person for Tusla is as follows.

1. The Tusla Board propose the relevant person and delegate the function of the relevant person to the CEO.
2. The CEO may delegate this function to a nominated individual.
3. The board agree the CEO or other nominated individual as the named relevant person for the purpose of the Child Safeguarding Statement.
4. The name of the relevant person will be displayed on the Tusla CSS.

6.0 Review and Audit

This Tusla CSS Procedure for the Appointment of a Relevant Person will be reviewed 24 months after adoption and every 24 months thereafter. It should be reviewed earlier if there is a material change to legislation and policy, or if there is an incident relating to matters covered in this policy. All managers must ensure that all staff comply with this procedure.

A National PPPG Catalogue will be maintained and published on the Tusla Website. All approved PPPGs will be listed as well as the scheduled year of review.

Appendix

References

- Children First Act 2015
- Children First National Guidance for the Protection 2017

Revision History

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