CIRCUS FACTORY
CENTRE PARK ROAD
CORK CITY

Circus Factory Child Safeguarding Statement

Circus Factory is a community based circus training and creation space in Cork, Ireland and a regional hub for the South West. Our aim is to deliver an engaging, high quality and inclusive circus programme for all ages and levels through education, training, performance and participation.

Circus Factory will:

- Recognise that the protection and welfare of children and vulnerable adults is of paramount importance, regardless of all other considerations.
- Fully comply with its statutory obligations under the Children's First Act 2015 and other relevant legislation relating to the protection and welfare of children.
- Fully cooperate with the relevant authorities in relation to child protection and welfare matters.
- Adopt safe practices to minimise the possibility of harm or accidents happening to children and protect workers themselves from the necessity of unnecessary risks.
- Fully respect confidentiality requirements when dealing with child protection matters.

1. Risk Assessment

We have carried out an assessment of any potential for harm to a child while availing of our services including the area of online safety when accessing the internet. Below is a list of the areas of risk identified and the list of procedures for managing these risks.

	Risk identified	**Procedure in place to manage identified risk**
1	Aerial activities - Spotting	Explanation of spotting and consent to children prior to the commencement of any activities.

2	Acro - yoga and touch	Explanation of spotting and consent to children prior to the commencement of any activities.
3	Aerial & Acro Activity	Crash mats, correct exit strategy
4	Tightwire - Touch	Explanation of spotting and consent to children prior to the commencement of any activities.
5	Walking Globe	Explanation of spotting and consent to children prior to the commencement of any activities.
6	Toilets	Secure lock on the door
7	Recruitment of staff	Garda Vetting, staff training and recruitment process to involve reference checking
8	Key holders	Key holders will be contracted coaches, staff or visiting artists who have clear responsibilities. All will be inducted by a member of staff. All key holders have access to seeing space availability on the booking system via TeamUp.
9	Social Media Volunteers	All volunteers to have a member of staff they can report any concerns to Where the volunteer is likely to interact with children and youth, Garda Vetting should be obtained
10	Public access to space	Main space is restricted to youth tutors and Garda vetted staff only during activities

		The space will be privately booked showing it is unavailable for public on our website and booking site TeamUp.
11	Youth Volunteers	Where the volunteer has the opportunity to develop longer term relationships with youth, volunteers should be Garda Vetted.
12	Photography and Video	Permission from guardians/parents to be obtained in written format. Permission from young people to be obtained verbally. Where a separate individual (eg. photographer or videographer) is hired, staff should ensure they are never alone with young people. Staff should brief on where consent has not been obtained or where the child has decided not to be photographed/videoed.
13	Overnight trips - Staffing	When Circus Factory takes youth on an overnight trip, the staff must be Garda Vetted and of mixed gender. It is of preference that the staff member is familiar to the young people.
14	Overnight trips - Sleeping arrangements	Full overnight policy developed in 2022.
15	Travel and Public Transport	If travelling for a trip, arrangements will be made between staff and families. Where possible, private transportation is preferred to public transportation. In the instance that families volunteer to take their children and classmates to a trip as funding is unavailable, this will be agreed with parents in advance.

		No child would be left travelling alone in a different family's car and parents need to consent to be put in contact with parents of the other child.

2. Procedures

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*. In addition to the procedures listed in our risk assessment, the following procedures 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.

All procedures listed are available upon request.

3. Implementation

We recognise that implementation is an on-going process. Our service is committed to the implementation of this Child Safeguarding Statement

and the procedures that support our intention to keep children safe from harm while availing of our service.

This Child Safeguarding Statement will be reviewed in July 2025 or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signed: Kate Mitchell
Youth and Social Circus Coordinator & Designated Liaison Person
Reviewed 12/08/2024

For queries, please contact Kate Mitchell (085 272 9767), under the Children First Act 2015.