

Child and Parent/Guardian Information Handout

Each Child and Parent/Guardian is required to be familiar with the sections of the Diocesan Safeguarding Children Policy & Procedures/Forms relevant to their role within the Church. The relevant sections/forms are outlined hereunder.

The Diocesan Safeguarding Children Policy, Procedures and Forms are available at www.safeguardingchildrencloyne.ie and the full National Board Safeguarding Children Policy & Guidance is available at www.safeguarding.ie.

If you are unable to access the relevant sections/forms online, please request copies from the Parish Priest/Administrator, Parish Secretary, Parish Safeguarding Committee or Parish Safeguarding Representative.

Children and parents/guardians:-

- a) Child friendly version of the safeguarding policy (**copy of leaflet/poster will be provided**)
- b) Code of behaviour for adults - 1.2A
- c) Code of behaviour for children - 1.3A
- d) Dealing with breaches of the code of behaviour - 1.3B
- e) Procedures on anti-bullying - 1.3C
- f) Joint Consent Form - Form 1.4A(3)
- g) Procedures - children with special needs - 1.4F, as appropriate
- h) Complaints procedure (not involving allegations of abuse) - 1.7A Completed Complaints Form 1.7A(1) will be securely stored locally
- i) Procedures on the use of (a) Technology - 1.9A [Media Permission Form - Form 1.9A(1)]; (b) Internet - 1.9B; (c) Texting & Email - 1.9C; (d) Photography -1.9D and (e) CCTV & Webcams -1.9E, as necessary