

Safeguarding Children

SUPPLEMENTARY DOCUMENT

of the

Union of Presentation Sisters of the

Blessed Virgin Mary (Ireland)



July 2021

Review Date: June 2024

A WRITTEN POLICY ON KEEPING CHILDREN SAFE

As Presentation Sisters Ireland, we follow the Safeguarding Children Policy and Standards for the Catholic Church in Ireland 2016 as published by the National Board for Safeguarding Children in the Catholic Church in Ireland.

Presentation Sisters Child Safeguarding Policy Statement

As a constituent member of the Catholic Church in Ireland, we recognise and uphold the dignity and rights of all children, are committed to ensuring their safety and well-being, and will work in partnership with parents/guardians to do this. We recognise each child as a gift from God, and we value and encourage the participation of children in all activities that enhance their spiritual, physical, emotional, intellectual and social development.

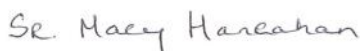
All Church personnel (including clergy, religious, staff and volunteers) have a responsibility to safeguard children through promoting their welfare, health and development in a safe and caring environment that supports their best interests and prevents abuse.

Signed on behalf of the Presentation Sisters:



Sr Grace McKernan
Provincial SW Province

Date: 24th June 2021



Sr Mary Hanrahan
Provincial NE Province

Date: 24th June 2021

**DETAILS OF PERSONNEL TO CONTACT IF YOU ARE CONCERNED
ABOUT THE WELFARE AND SAFETY OF CHILDREN**

DLP: North East Province

Sr. Margaret Mary Healy
Tel: 086 032 0651
Email: nesafeguarding@gmail.com

DLP: South West Province

Sr. Sheila Kelleher
Tel: 087 621 9346
Email: swsafeguarding@gmail.com

Gárdaí:

An Garda Síochána
(Dedicated 24 hour Freephone Line) Tel: 1800 555 222

CHILD PROTECTION:

Tusla – Child and Family Agency Tel: (01) 771 8500
The Brunel Building,
Heuston South Quarter
St. John’s Road West
Dublin 8. D08 X01F

Tusla Office: Tel: 021 492 3001
South Lee Department
St Finbarr’s Campus
Douglas
Cork T12 XH60

Area Managers Office: Tel: 021 492 3503
North Point House
North Point Business Park
Mallow Road
Cork T23 AT2P

The above statement will be openly displayed in our places of public ministry and referred to in our publications and websites.

SUMMARISING BEST PRACTICE STRUCTURES

Provincial Leader

- Has ultimate responsibility for the policies and procedures within her Province
- Oversees the development, review, implementation, record-keeping, training and audit of Safeguarding Children Policy within her Province
- Is responsible, working through the Designated Liaison Person, for processing and dealing with allegations of child abuse in conjunction with the civil authorities
- Appoints a Provincial Designated Liaison Person for Safeguarding Children and arranges for his/her training
- Appoints a Provincial Safeguarding Children Coordinator
- Appoints a Provincial Safeguarding Children Committee to include the Safeguarding Children Coordinator
- Appoints members to the Inter-Provincial Committee
- Is responsible for cooperation and liaison with the National Board for Safeguarding Children
- Is responsible for the assignment and re-assignment of Sisters to ministries in the light of Safeguarding Children Policy
- Appoints the Support Person/System and Adviser as required

The outgoing Provincial Leader is responsible for ensuring that incoming Provincial Leader is given full access to all documentation and information re Safeguarding Children issues within the Province.

Provincial Committee for Safeguarding Children

- Promotes all aspects of safeguarding children
- Ensures that records regarding policy, procedures, best practice and training are maintained and kept up to date
- Ensures that best practice elements of the policy are implemented within the Province
- Implements a three-year Child Safeguarding Plan
- Oversees regular audits regarding the development and implementation of best practice in the Province
- Ensures Safeguarding Children Policies adopted by governing bodies of Presentation Ministries are in line with the NBSCCCI Policy

- Ensures there is appropriate planning for and delivery of training across the Province in consultation with the Provincial Safeguarding Children Coordinator
- *A member of the PLT will be appointed as a member of this Committee and will keep the PLT informed.*

Provincial Safeguarding Children Coordinator

- Promotes in the Province an awareness of the policy and Safeguarding Children issues
- Based on an updated audit, organises the planning and delivery of training for all Presentation personnel
- Maintains records of all training: identifies gaps and undertakes follow-up as required
- Arranges specific training for others as appropriate to their roles.

Provincial Designated Liaison Person

- The Provincial Designated Liaison Person's responsibility is to receive information where it is alleged or suspected that a child(ren) has been or is being abused by Presentation Sister(s), employee or volunteer and to manage the allegation/disclosure or concern. [cf Resource 1, p. 55, Safeguarding Children (NBSCCCI)]
- The Provincial DLP will present an annual report to Provincial Leader.
- Receives and acts upon all Safeguarding Children concerns within the ministry(s)
- Reports allegations to the HSE/HSC and An Garda Síochána/PSNI
- Maintains appropriate records in line with the Safeguarding Children Policy of the ministry and this Presentation Sisters policy

Support Person

- Offers support to the complainant. Support will be offered to his/her family and community as appropriate

Adviser

- Offers support to the respondent. Support will be offered to his/her family and community as appropriate

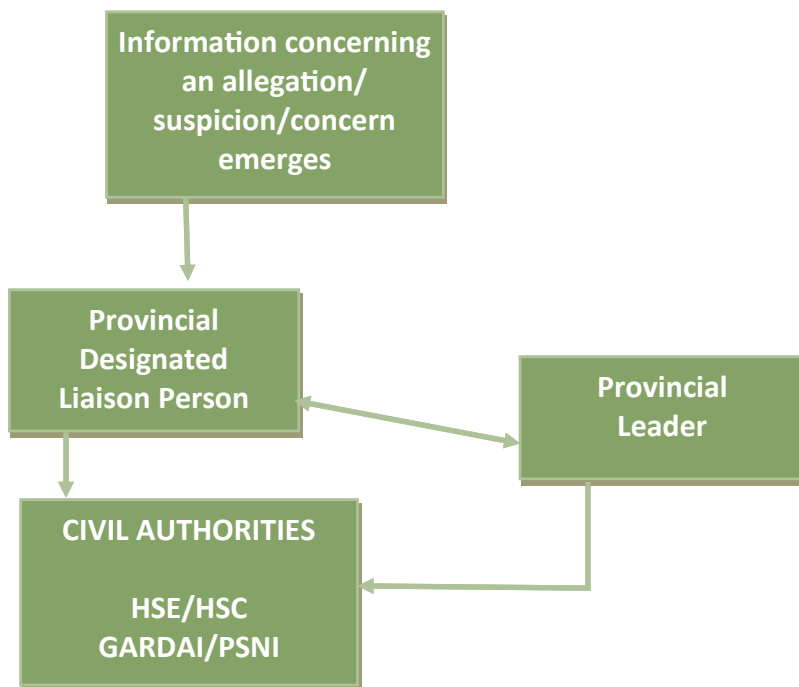
**Inter-Provincial
Committee for
Safeguarding
Children**

- Liaises with and reports to the PLTI
- Undertakes tasks related to Safeguarding Children as requested by the PLTI
- Develops a three-year Safeguarding Children Plan
- Ensures Safeguarding Children Policies adopted by governing bodies of Inter-Provincial Ministries are in line with NBSCCCI guidelines

**National Case
Management
Committee**

As Presentation Sisters Ireland we will avail of the services of the National Case Management Committee of the NBSCCCI as needed

PROCEDURES – HOW TO RESPOND TO ALLEGATIONS AND SUSPICIONS OF CHILD ABUSE



Remember: It is not your role to investigate

1. If you receive a concern, suspicion, disclosure or allegation of abuse, you must act immediately and refer the matter to your Designated Liaison Person without delay; the Designated Liaison Person will refer the complaint to the HSE/HSC and An Garda Síochána/PSNI.
2. Whenever possible and practical, take notes during the conversation. Always ask permission to do this and explain the importance of recording all information. Where it is not appropriate to make notes at the time, make a written record as soon as possible afterwards and in any case before the end of the day.
3. Record the time, date, location (or if the matter has been communicated by letter or telephone), and persons present.

The record should be signed and dated by the author. The record would normally include:

- a. accurate identifying information as far as it is known. This should include the name and address of the person who has raised a concern (as well as their date of birth, and parents'/carers'/names and addresses where the person who has raised a concern/allegation is a child)
 - b. the name of the individual against whom the concern/allegation is being raised and any other identifying information
 - c. as much information as possible about the circumstances that led to the concern/allegation being raised, why is the person worried about the welfare and safety of the child or children
 - d. dates when the concern arose, or when the incident(s) occurred
 - e. circumstances in which the concern arose, or the incident(s) occurred
 - f. any explanation offered to account for the risk, injury or concern
 - g. the child's own statement using the words they used to describe the events or incident(s), if possible. Do not make assumptions about the intended meaning of words used.
 - h. details of any action already taken about the incident/concern/allegation
 - i. any views expressed by the child's parent(s) or guardian(s) about the matter.
4. Use the suggested form for this use.
 5. All original records, including rough notes, must be passed immediately to the relevant Designated Liaison Person. Any copies of records retained must be kept secure and confidential in accordance with the Data Protection legislation.
 6. Information about the existence of a potential allegation **must** always be communicated to the relevant Designated Liaison Person.
 7. In cases of emergency, where a child appears to be at immediate and serious risk, an immediate report should be made to the HSE/HSC and An Garda Síochána/PSNI as well as to the relevant Designated Liaison

Person. **Under no circumstances should a child be left in a dangerous situation pending HSE/HSC intervention.** Consideration should, in all cases, also be given to whether an immediate referral is necessary in order to preserve, and safeguard against the possibility of any loss, deterioration or destruction of potential forensic evidence.

8. Explain to the child/person raising the concern what will happen next. Indicate who will be made aware of the information given by them. Leave contact details of the Designated Liaison Person in case the referrer needs to ask questions later.
9. It is important not to discuss the incident/concern with anyone other than those detailed in the reporting flowchart.

Be patient, listen carefully and actively, and create a safe environment.

Guidance on how to respond to people making an allegation

- Where information is given in person,
- Listen carefully to that person, but do not ask intrusive or leading questions
- Stay calm, take what the person raising the concern says seriously, and reassure them.
- Allow the person to continue at his/her own pace
- Check with the person to make sure that you have understood what they actually said. Do not suggest words, but use theirs.
- Make no promises that cannot be kept, particularly in relation to secrecy, but listen carefully to what is being sought.
- Explain these procedures and the referral procedures to the person.
- Do not make any comments about the accused, make assumptions or speculate.
- Be aware that a person's ability to recount his or her concern or allegation will depend on age, culture, nationality and upon any disability which may affect use of language and range of vocabulary.
- Adopt a listening style which is compassionate, calm and reassuring. If the information given to you shocks, disgusts or distresses you, do not allow these feelings to show. If you do, you may inadvertently dissuade the person from giving any further information.
- Tell the person he/she is not to blame for the abuse

- Avoid statements about your belief or otherwise, of the information given.
- Do not question beyond checking what has been said. It is the job of the HSE/HSC/An Garda Síochána/PSNI to investigate. There must be no probing for detail beyond that which has been freely given.

It is important that everyone in the organisation is aware that the person who first encounters a case of alleged or suspected abuse is not responsible for deciding whether or not abuse has occurred. That is a task for the professional child protection agencies following a referral to them of the concerns about the child.

All allegations of abuse against a member of the Congregation, or against a lay person who is an employee or volunteer in a Presentation ministry, shall be reported, without delay, to the civil authorities by the Provincial Designated Liaison Person.

POLICIES AND PRACTICES TO PREVENT HARM TO CHILDREN

Children should have good role models they can trust, who will respect and nurture their spiritual, physical and emotional development. They also have a right to an environment free from abuse and neglect.

Recruitment and Training of Sisters, Employees and Volunteers

Safe recruitment procedures are the first step in ensuring safe practice for the protection of children – rigorous recruitment procedures can act as a deterrent to unsuitable applicants. Applications should be in writing, through formal selection procedures. Interviews should be conducted by more than one person.

All reasonable steps should be taken to exclude unsuitable candidates by insisting on and verifying references, qualifications and previous records of employment.

The recommendations for any appointment agreed by an interview panel should be submitted for ratification to the management board or committee responsible for making the appointment. The person appointed should be given a written contract by the governing body or

committee responsible for making the appointment. The person appointed should be given a written contract by the governing body or leader of the ministry.

Once a person has been selected, and before they take up their appointment with the Province or ministry, the Garda vetting procedures must be utilised in accordance with the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012-2016. This applies whether the person is a member of the Congregation or an employee or volunteer seeking to work with children.

Induction and Training

An induction programme can help the new employee or volunteer's successful integration. All Presentation Sisters and all Presentation personnel must avail of training in policies and procedures, including information about how to respond to suspicions and allegations of abuse. Training will be delivered by trainers certified by the National Board. An annual training-needs analysis will be conducted to identify all Presentation personnel who require training. A training plan will be developed based on the outcome.

Formal supervision of personnel is an essential part of ensuring the welfare of children. Supervision will include the opportunity to provide feedback, support and ongoing training. Effective grievance, disciplinary and complaints procedures which seek to resolve difficulties promptly and with fairness, are essential elements of good practice and will be made available for all Presentation personnel. Additional training will be provided for those with special responsibility. Ongoing and updated training will be available to all. Sources of specialist advice, support and information will be provided by trainers, Designated Liaison Person, National Board as appropriate.

All Presentation personnel are required to update their Safeguarding Children training on a regular basis, at least every three years.

Where a Sister is assigned a ministry by the Provincial Leader, the governing body or leader of the ministry to which she is being assigned should seek and receive:

- A current C.V. outlining her career to date
- A note of assignment from the Provincial Leader which, inter alia, notes that there has been no reasonable cause for concern raised in respect of this Sister regarding safeguarding children issues.
- A copy of her most recent Gárda vetting certificate and Safeguarding Children training certificate

Code of Behaviour for Presentation Personnel

All Presentation personnel and others in contact with children must:

- treat all children with respect and dignity
- treat all children equally
- model positive appropriate behaviour to all children they come into contact with
- provide an example of good conduct they wish others to follow
- operate within the Presentation principles and guidance and any specific procedures
- be aware of their responsibility for the safety of all children in their care
- be visible to others when working with children
- report abusive and potentially abusive behaviour
- develop a culture where children can talk about their contacts with staff and others openly
- respect each child's boundaries and help them to develop their own sense of their rights as well as helping them to know what they can do if they feel there is a problem
- raise concerns about unacceptable behaviour towards children through 'whistle-blowing' if necessary
- make it clear that discriminatory behaviour or language in relation to race, culture, age, gender, disability, religion, sexuality or political views is not acceptable
- ensure that tasks of intimate care are carried out in a sensitive professional manner, with parental consent.
- be aware of the additional needs of children with disabilities and the added responsibilities on those who care for and work with them.

All Presentation personnel and others in contact with children must not:

- use language, make suggestions or offer advice which is inappropriate, offensive or abusive

- have a child/children with whom they are working stay overnight
- sleep in the same room or bed as a child with whom they are working
- do things for children of a personal nature that they can do for themselves
- condone, or participate in, behaviour of children which is illegal, unsafe or abusive
- act in ways intended to shame, humiliate, belittle or degrade
- consume alcohol, tobacco or illegal drugs while having responsibility for or in the presence of children.

CLEAR PROCESSES TO COMMUNICATE THIS SUPPLEMENTARY DOCUMENT

The Supplementary Document is presented to Sisters, Staff and Volunteers. Following Induction the Presenter will keep a record of the Date, Time and those who attended.

We will establish links with statutory Safeguarding Children agencies to develop good working relationships in order to keep children safe.

- All our places of public ministry with children will display openly our safeguarding statement together with the contact numbers of the Designated Liaison Person, HSE and Gardaí and other useful contacts.
- Our websites, brochures, and information leaflets will contain our Safeguarding Children policy and contact details.
- Our publications will make it clear that unacceptable behaviour, such as bullying, racist language or threatening behaviour, will not be tolerated.
- Children will be made aware of their right to be safe and who to speak to if they have a concern.
- A user-friendly leaflet summarising Presentation Sisters' Safeguarding Children Policy and Procedures will be readily available.

Support Person

The Provincial Leader will appoint a Support Person who will be available to those who make an allegation or disclosure of abuse. The person making the allegation will be offered a choice between a male or female Support Person.

The role of the Support Person is to promote safeguarding by:

- Keeping the complainant informed of the process of the case
- Helping direct the complainant to counselling and support
- Recording any meetings or contact they have with the complainant, and reporting to the DLP as appropriate
- Upholding the seven standards in practice and behaviour.

SAFE RECRUITMENT AND SELECTION

Vetting procedure

Vetting procedures stipulated in the National Vetting Bureau (Children and Vulnerable Persons Act 2012-2016) will be followed.

References

Are applicants asked to supply the names of two referees who are not family members, or who are not involved in the recruitment process, and ideally who have first-hand knowledge of the applicant's experience of work/contact with children?

Is the identity of referees verified?

Are referees asked specifically to comment on the applicant's suitability to work with children?

Are all written references verified by a telephone call?

Suggested questions for referees

The post involves substantial access to children. We are committed to the welfare and safeguarding of children. Have you any reason at all to be concerned about this applicant being in contact with children?

How long have you known this applicant?

In what capacity?

If you had a similar position in your organisation, would you be happy to offer it to this person?

Supplementary Document Induction

Sisters, Staff and Volunteers are to be inducted. There is no need for the individuals being inducted to sign the Document.

The person responsible for doing the Induction **should keep an official record** of the Date, Time, Place, and Names of those attending the Induction.

This Supplementary Document should be readily available in each Presentation Community and Presentation Ministry.

APPENDIX: CHILD PROTECTION REFERRAL FORM FOR THE NATIONAL BOARD (Template)

When completing this Form any information which you feel would directly identify the respondent or complainant should be removed.

STANDARD 2

PROCEDURES FOR RESPONDING TO CHILD PROTECTION SUSPICIONS, CONCERNS, KNOWLEDGE OR ALLEGATIONS GUIDANCE FOR INDICATOR 2.1

When completing this form any information which you feel would directly identify the respondent or complainant should be removed.

<p>About the suspicion/concern/knowledge/allegation</p> <p>Date of suspicion/concern/knowledge/allegation:</p> <p>Date information received:</p> <p>Date sent to NBSCCCI:</p>
<p>Details of Complainant</p> <p>DOB:</p> <p>Age at the time of the suspicion/concern/knowledge/allegation</p>
<p>Details of respondent (Name must be anonymised when notifying the National Board)</p> <p>Name:</p> <p>Name of Church body at time of the suspicion/concern/knowledge/allegation:</p> <p>Name of current Church body (if different from above):</p> <p>DOB/age:</p> <p>Date of death if applicable:</p> <p>Relationship to complainant (parent/priest/teacher etc.):</p> <p>Role in Church body (priest in parish/brother/sister/teacher in school):</p> <p>Current contact with children if known (e.g. sits on board of governors of school, runs youth activities etc.):</p> <p>Any additional information:</p>

STANDARD 2

PROCEDURES FOR RESPONDING TO CHILD PROTECTION SUSPICIONS, CONCERNS, KNOWLEDGE OR ALLEGATIONS GUIDANCE FOR INDICATOR 2.1

Details of suspicion, concern, knowledge or allegation

(Include dates/times the incident occurred, the type of abuse that is being alleged (sexual, physical, emotional or neglect); any witnesses (anonymised), if known; and whether the complainant knows this referral is being made?)

Referral to the statutory authorities

Has the matter been referred to the statutory authorities?

Yes

No

If the answer to the question above is **yes**, please complete the details below. If the answer is no, please explain why the matter was not referred to the statutory authorities.

Tusla/HSCT

Date referred:

Time referred:

Name of person it was referred to:

Designation:

Address:

Telephone:

Email:

Gardaí/PSNI

Date referred:

Time referred:

Name of person it was referred to:

Designation:

Address:

Telephone:

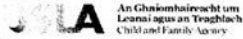
Email:

STANDARD 2

PROCEDURES FOR RESPONDING TO CHILD PROTECTION SUSPICIONS, CONCERNS, KNOWLEDGE OR ALLEGATIONS GUIDANCE FOR INDICATOR 2.1

Referral to a member of the Church (ONLY COMPLETE IF THE ALLEGATION RELATES TO CHURCH PERSONNEL)	
Has the matter been referred to the Church authority? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Name of Church body: Date referred: Time referred: Name of person it was referred to: Designation: Address: Telephone: Email:	
Next steps (ONLY COMPLETE IF THIS ALLEGATION RELATES TO A CLERIC OR RELIGIOUS) What actions have been taken (if any) by the Church, in relation to the respondent, to safeguard children following receipt of this information?	
Sign off for DLP DLP name: DLP address: DLP telephone: DLP email: DLP signature:	Sign off for Mandated Persons (ROI only) This section must be completed if the person making the referral is a mandated person (as defined in Children First 2015) Name: Signature:

CHILD PROTECTION AND WELFARE REPORT FORM (Túsla)



Child Protection and Welfare Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

Use block letters when filling out this form.
Fields marked with an * are mandatory.

1. Tusla Area (this is where the child resides)*	
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2. Date of Report*	
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3. Details of Child

First Name*		Surname*	
Male*	<input type="checkbox"/>	Female*	<input type="checkbox"/>
Address*	Date of Birth*		
	Estimated Age*		
	School Name		
	School Address		
Eircode			

4. Details of Concerns*

Please complete the following section with as much detail about the specific child protection or welfare concern or allegation as possible. Include dates, times, incident details and names of anyone who observed any incident. Please include the parents and child's view, if known. Please attach additional sheets, if necessary

Please see '*Túsla Children First – A Guide for the Reporting of Child Protection and Welfare Concerns*' for additional assistance on the steps to consider in making a report to Tusla

5. Type of Concern

Child Welfare Concern	<input type="checkbox"/>		
Emotional Abuse	<input type="checkbox"/>	Physical Abuse	<input type="checkbox"/>
Neglect	<input type="checkbox"/>	Sexual Abuse	<input type="checkbox"/>

6. Details of Reporter

First Name		Surname	
Address if reporting in a professional capacity, please use your professional address	Organisation		
	Position Held		
	Mobile No.		
	Telephone No.		
Eircode		Email Address	

Child Protection and Welfare Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

Is this a Mandated Report made under Sec 14, Children First Act 2015?*	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Mandated Person's Type				

7. Details of Other Persons Where a Joint Report is Being Made

First Name	Surname
Address if reporting in a professional capacity, please use your professional address	Organisation
	Position Held
	Mobile No.
	Telephone No.
Eircode	Email Address

First Name	Surname
Address if reporting in a professional capacity, please use your professional address	Organisation
	Position Held
	Mobile No.
	Telephone No.
Eircode	Email Address

8. Parents Aware of Report

Are the child's parents/carers aware that this concern is being reported to Tusla?*	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If the parent/carer does not know, please indicate reasons:				

9. Relationships

Details of Mother	
First Name	Surname
Address	Mobile No.
	Telephone No.
	Email Address
	Eircode

Is the Mother a Legal Guardian?*	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Details of Father	
First Name	Surname
Address	Mobile No.
	Telephone No.
	Email Address
	Eircode



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

Child Protection and Welfare Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

Is the Father a Legal Guardian?*	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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10. Household Composition

First Name	Surname	Relationship	Date of Birth	Estimated Age	Additional Information e.g. school, occupation, other

11. Details of Person(s) Allegedly Causing Harm

First Name*	Surname*
Male* <input type="checkbox"/>	Female* <input type="checkbox"/>
Address	Date of Birth
	Estimated Age
	Mobile No.
	Telephone No.
Eircode	Email Address
Occupation	Organisation
Position Held	

Relationship to Child	
Address at time of alleged incident	
If name unknown please indicate reason	

First Name*	Surname*
Male* <input type="checkbox"/>	Female* <input type="checkbox"/>
Address	Date of Birth
	Estimated Age
	Mobile No.
	Telephone No.
Eircode	Email Address
Occupation	Organisation
Position Held	

Relationship to Child	
Address at time of alleged incident	
If name unknown please indicate reason	

Child Protection and Welfare Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

12. Name and Address of Other Organisations, Personnel or Agencies Known to be Involved Currently or Previously with the Family

Profession	First Name	Surname	Address	Contact Number	Recent Contact e.g. 3/6/9 months ago
Social Worker					
Public Health Nurse					
GP					
Hospital					
School					
Gardaí					
Pre-school/ crèche					
Other					

13. Any Other Relevant Information, Including any Previous Contact with the Child or Family

Please ensure you have indicated if this is a mandated report in section 6.
Thank you for completing the report form.

In completing this report form you are providing details on yourself and on others. Details such as name, address and date of birth fall under the definition of 'Personal Data' in the Data Protection Acts, 1988 & 2003. Tusla has a responsibility under these Acts in its capacity as a Data Controller to, amongst other things, obtain and process this data fairly; keep it safe and secure; and to keep it for a specified lawful purpose. That purpose is to fulfil our statutory responsibility under the Child Care Act 1991 to promote the protection and welfare of children. Tusla may, during the course of the assessment of this report disclose such Personal Data to other agencies including An Garda Síochána. Further details about Tusla's responsibilities as a Data Controller and your rights as a Data Subject can be found on our website, www.tusla.ie. As you are providing Personal Data on others, you are a Data Processor. We ask that you only provide those details that are necessary for the report and that you keep this report and the Personal Data contained in it secure from unauthorised access, disclosure, destruction or accidental loss.

14. For Completion by Tusla Authorised Person on Receipt of Report

Report Received by			
First Name	Surname	Date	

Mandated Report Acknowledgement by



An Ghníomhaireacht um
Leonai agus an Teaghlach
Child and Family Agency

Child Protection and Welfare Report Form

MANDATED PERSONS AND NON MANDATED PERSONS
(Children First Act 2015 & Children First National Guidance)

First Name		Surname		Date Sent	
Authorised Person Signature*					
Date*					
Child Previously Known		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Allocated Case No					

