



Policy Name	Child Safeguarding Statement ShoutOut
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#### Purpose

The purpose of this policy is to provide an overview of the measures that the organisation has in place to ensure that children are protected from harm.

#### Scope

This policy applies to all employees, volunteers, and Board members who have contact with children and young people in post-primary schools, youth groups, and other institutions (aged 11-18) through their work on behalf of ShoutOut.

## ShoutOut Child Safeguarding Statement

In accordance with the relevant provisions of the Children First Act 2015, the ShoutOut Child safeguarding statement (CSS) has been circulated to all staff, volunteers and Board members. The CSS is publicly available to our service users, their parents and guardians, to Tusla and any interested parties on the ShoutOut website. A hard copy of the CCS and its accompanying child protection policies and procedures are available on request.

**1. Name of service being provided:** ShoutOut - educational workshops for children and young people.

**2. Nature of service and principles to safeguard children from harm:**

ShoutOut is a registered charity committed to improving life for LGBTQ+ people by sharing personal stories and educating post-primary school students, parents & guardians, teachers, youth workers, and workplaces on LGBTQ+ issues. ShoutOut provides educational programmes on LGBTQ+ inclusion for a variety of different stakeholders including young people in secondary schools and youth groups.

ShoutOut has been operating since 2012 and received charity status in 2017. Since 2012 we have delivered over 2250 workshops and have spoken directly to over 67,000 people, most of whom are secondary school students. ShoutOut is governed by the Board of Directors which is led by the chairperson, Sean O'Sullivan.

ShoutOut delivers workshops that focus on LGBTQ+ inclusion, in schools, workplaces and other organisations. All workshops which take place in schools, or other settings with minors (e.g. youth groups), are organised directly through those organisations, on their premises. Each of these settings have their own Child Safeguarding Procedures, policies and garda vetting. ShoutOut adheres to the procedures and policies set out within these organisations. In each setting, there are adults within that organisation present (e.g. teachers, school staff members, social workers). At no point are ShoutOut volunteers alone with a child.

As an organisation dedicated to the wellbeing of young people, ShoutOut is committed to ensuring that all young people, and specifically children under the age of 18 years, are safe from harm while availing of our services.



Children and young people are involved with ShoutOut through workshops in their schools, youth groups, sports clubs, and educational institutions. These workshops are delivered by ShoutOut staff and volunteers.

All workshops delivered by ShoutOut to young people currently take place on the premises of their schools, organised directly through those organisations. Each of these settings holds their own Child Safeguarding Procedures, policies and garda vetting. ShoutOut adheres to the procedures and policies set out within these organisations. In each setting, there are relevant people within that organisation present (e.g. teachers, school staff members, social workers). At no point are ShoutOut staff or volunteers alone with a child.

Due to the nature of our work, ShoutOut does not have sustained interaction with any individual child or young person. ShoutOut staff and volunteers do not form any kind of sustained relations with children or young people. At no point does the work carried out by ShoutOut staff and volunteers raise to the level of caregiving to children or young people, nor the supervision of children or young people. At all points supervision is managed by teachers of the young people in ShoutOut workshops who supervise the workshops and students participating.

ShoutOut's interaction with children and young people adheres to the following guiding principles:

- The best interests of children and young people are central to the ethos and work of ShoutOut and we are committed to upholding the rights of every child and young person who avails of our service;
- The safety and welfare of children and young people are of paramount importance;
- Children and young people have the right to be protected from harm, including but not limited to assault, ill-treatment, neglect, or abuse of any kind.
- Children and young people have a right to be heard, listened to, treated with respect and taken seriously;
- A proper balance must be struck between protecting children and respecting the rights of parents/guardians/carers to be consulted and involved in matters concerning their family, while understanding that where a conflict arises, the safety of the child comes first;
- The measures we have in place to safeguard children and young people reflect national policy and legislation and are underpinned by *Children First: National Guidance for the Protection and Welfare of Children* (DCYA, 2017), *Child Safeguarding: A Guide for Policy, Practice and Procedure* (Tusla, 2018) and the *Children First Act 2015*.
- Our guiding principles apply to all staff, volunteers, and Board members;
- All Board members, staff, and volunteers must abide by the policies, procedures and guidance encompassed by our child safeguarding statement and accompanying child protection policies and procedures;
- All staff and volunteers must be knowledgeable about and follow ShoutOut's Guiding Principles and Child Safeguarding Procedures and all other policies and procedures.
- All staff and volunteers receive training in child protection and safeguarding and copies of the organisation's safeguarding statement.
- Everyone at ShoutOut will give accurate and truthful information to the DLP, TUSLA, and/or An Garda Síochána if and as required;
- We will review our CSS and accompanying child protection policies and procedures every



2 years or sooner if necessary;

- The designated liaison person for ensuring that our child protection and safeguarding procedures are followed is:

**DLP:**  
 Ruadhán Ó Críodáin  
 (087) 403 1798  
 director@shoutout.ie

### 3. Risk assessment:

As a relevant service under the Children First Act 2015, and in accordance with section 11(1)(a), ShoutOut has undertaken an assessment of any risk/potential for **harm** to a child while availing of our service.

'Harm' is defined under section 2 of the Act as:

"Harm means in relation to a child -

- (a) Assault, ill treatment or neglect of the child in a manner that seriously affects, or is likely to seriously affect the child's health, development or welfare, or,
- (b) Sexual abuse of the child

Whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances or otherwise"

Below is a list of risks identified and a corresponding list of the measures in place to manage and mitigate against them.

Activity/ Practice	Risk of harm identified in respect of this activity/ practice	Procedures/ policy in place to address the risks of harm identified in this activity/ practice	Who is responsible for the risk?
<b>ShoutOut Workshops with young people in schools and youth groups</b>	ShoutOut staff or volunteers could breach child protection policies or procedures.	<b>Procedures and policy in place:</b> - ShoutOut child protection procedures, code of conduct, and induction. <b>Detail:</b> - ShoutOut volunteer & staff training policy includes mandatory online training from TUSLA. There are clear guidelines on child protection which all staff and volunteer must adhere to.	Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell



		These guidelines are published on the ShoutOut website, in the volunteer handbook and in the information sent to new staff, as well as in induction for all new volunteers and staff.	
<b>ShoutOut Workshops with young people in schools and youth groups</b>	A volunteer or staff member could be left unsupervised with a young person.	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- Staff and volunteers are prohibited from being alone with students. This is clearly detailed in ShoutOut's induction, child protection procedures, and code of conduct for all staff and volunteers.</li> </ul>	Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell
<b>ShoutOut Workshops with young people in schools and youth groups</b>	A volunteer or staff member could engage in contact with a student following a workshop, online or in-person.	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- Staff and volunteers are prohibited from engaging with students after a workshop, online or in-person. This is clearly detailed in ShoutOut's induction, child protection procedures, and code of conduct for all staff and volunteers.</li> </ul>	Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell



<p><b>ShoutOut Workshops with young people in schools and youth groups</b></p>	<p>Inappropriate recording, including photography, or filming of children during workshops.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut staff and volunteers are prohibited from filming or photographing workshop participants.</li> </ul>	<p>Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell</p>
<p><b>ShoutOut Workshops with young people in schools and youth groups</b></p>	<p>A student may make a disclosure of abuse during a conversation in a ShoutOut workshop.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- Staff/volunteers follow designated protocol and refer the incident to the school DLP and ShoutOut DLP. Depending on the scenario disclosed, these individuals may contact the student's parent/ guardian, An Garda Síochána, TUSLA or some combination of these bodies. Responsible individuals would ensure the safety of the student is paramount throughout.</li> </ul>	<p>Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell</p>
<p><b>ShoutOut workshops with young people online</b></p>	<p>Staff or volunteers may breach child protection guidelines while delivering a virtual workshop.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut staff and volunteers are trained in child protection relating to online workshops before delivery, including completing the TUSLA</li> </ul>	<p>Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell</p>



		<p>Children First e-learning programme. Children are not required to turn on their camera when engaging in a ShoutOut workshop online. This is clearly outlined in the code of conduct and induction for new staff and volunteers.</p>	
<p><b>ShoutOut workshops with young people online</b></p>	<p>Inappropriate recording, including photography, or filming of children during online workshops.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut volunteers and staff are prohibited from recording the workshop in any way. This is clearly outlined in the code of conduct and induction for new staff and volunteers.</li> </ul>	<p>Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell</p>
<p><b>ShoutOut workshops with young people online</b></p>	<p>An uninvited guest may intrude on the online workshop.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- Staff and volunteers are instructed to end the meeting immediately if an uninvited guest joins the virtual workshop. This is clearly outlined in the code of conduct and induction for new staff and volunteers.</li> </ul>	<p>Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell</p>



<p><b>ShoutOut workshops with adults pertaining to the support of young people</b></p>	<p>ShoutOut staff may give advice which puts the safety of those young people at risk or which risks breaching child protection guidelines.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- Participants in these training sessions are reminded that any services relating to children or young people are subject to the Children First Act 2015 and the Children First National Guidance 2017, and that all actions pertaining to young people must be undertaken in line with these policies.</li> </ul>	<p>Executive Director Ruadhán Ó Críodáin / Training &amp; Development Manager Gordon Grehan</p>
<p><b>Understanding and awareness of CSS and accompanying child protection policies and procedures</b></p>	<p>ShoutOut staff and volunteers may not be aware of the organisation's CSS, child protection policies, or procedures.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- All staff and volunteers are trained in ShoutOut's child protection policies and procedures, and provided with contact details for the DLP should they have any queries or concerns</li> </ul>	<p>Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell</p>
<p><b>Implementation of reporting procedure</b></p>	<p>ShoutOut may not have a clear reporting procedure or DLP.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut holds a reporting procedure and has a trained DLP in place to receive reports</li> </ul>	<p>Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell</p>



<p><b>Understanding and awareness of reporting procedure</b></p>	<p>ShoutOut staff or volunteers may not know how to make a report, what may be considered reasonable grounds to make a concern, or what event or incident may prompt a mandatory report.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, and induction.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- Reporting procedures are outlined in ShoutOut's child protection procedures, induction, and volunteer training manuals, including contact details for the DLP. Staff and volunteers undergo TUSLA's Children First e-learning training to more fully understand how to identify and report abuse.</li> </ul>	<p>Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell</p>
<p><b>Recruitment of appropriate staff</b></p>	<p>ShoutOut may recruit and engage staff who are inadequately trained or prepared to work with or safeguard young people.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, code of conduct, recruitment procedures, induction and training, interviews, reference checks, probationary period, and Garda Vetting protocol.</li> </ul> <p><b>Detail:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut appoints appropriately qualified/experienced interview boards;</li> <li>- uses standard forms and agreed recruitment procedures;</li> <li>- requires appropriate qualifications/experience from applicants;</li> <li>- issues job/role description for each post that describes the broad range of duties the role will involve;</li> <li>- ensures that prospective candidates working with</li> </ul>	<p>Executive Director Ruadhán Ó Críodáin / Chair of the Board Sean O'Sullivan</p>





		<p>children undergo a process which normally includes a formal interview; checks successful applicant's references, qualifications, experience, suitability to work with children;</p> <ul style="list-style-type: none"> <li>- Ensures that all successful candidates working with children are trained in TUSLA's Children First e-learning course and further child protection courses as appropriate.</li> </ul>	
<p><b>Recruitment of appropriate volunteers</b></p>	<p>ShoutOut may recruit and engage volunteers who are inadequately trained or prepared to work with or safeguard young people.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, volunteer code of conduct, volunteer recruitment procedures, volunteer induction and training, volunteer supervision and mentoring, and Garda Vetting protocol.</li> </ul> <p><b>Detail:</b></p> <p>Volunteers at ShoutOut must be 18 or over. ShoutOut Volunteers undergo training to learn how to facilitate ShoutOut workshops which primarily take place in schools. Occasionally ShoutOut volunteers will facilitate ShoutOut workshops outside the remit of a school; this will be with a different established organisation such as a youth group. All ShoutOut volunteers are supervised and managed by ShoutOut staff.</p> <p>Child safeguarding is covered during volunteer training, and volunteers</p>	<p>Executive Director Ruadhán Ó Críodáin / Education Coordinator Ollie Bell</p>



		<p>agree to the code of conduct as outlined above. All volunteers have access to ShoutOut's safeguarding statement and child protection procedures. It is a requirement of all ShoutOut volunteers to undertake TUSLA's Children First E-Learning Programme to further ensure they are prepared to handle any child safeguarding issues. Certificates are monitored and kept on file by the Education Coordinator. No volunteer is permitted to deliver workshops without first providing a certificate. ShoutOut follows relevant Garda vetting protocol.</p>	
<p><b>Allegations of abuse or misconduct against workers/volunteers</b></p>	<p>Lack of procedures for handling allegations.</p>	<p><b>Procedures and policy in place:</b></p> <ul style="list-style-type: none"> <li>- ShoutOut child protection procedures, complaints procedure, reporting framework.</li> </ul> <p><b>Detail:</b></p> <p>ShoutOut has established child protection procedures, including guidelines for identifying and reporting abuse. All allegations and complaints are handled in line with our complaints procedures and our requirements under the Children First Act 2015. All allegations and complaints are escalated to TUSLA and An Garda Síochána as appropriate.</p>	<p>Executive Director Ruadhán Ó Críodáin / Chair of the Board Sean O'Sullivan</p>

#### 4. Procedures



Our CSS has been developed in line with requirements under the Children First Act 2015, *Children First: National Guidance for the Protection and Welfare of Children* (DCYA, 2017) and *Child Safeguarding: A Guide for Policy, Practice and Procedure* (Tusla, 2018). In addition to the procedures listed in our risk assessment, the following child protection policies, procedures and measures are in place to support our safeguarding commitment to children who avail of our service:

- A Relevant Person has been appointed;
- A Designated Liaison Person has been appointed and trained;
- Child Protection Policy;
- Procedure for managing allegations of abuse or misconduct against workers/volunteers relating to a child availing of our service;
- Procedure for the safe recruitment and selection of workers and volunteers to work with children;
- All relevant staff and volunteers have completed the Tusla eLearning module – *Introduction to Children First*
- Relevant staff have attended child protection training;
- Code of conduct for staff and volunteers;
- Induction and training process (which includes procedures to inform new staff and volunteers about the CSS and accompanying child protection policies and procedures);
- Complaints Procedure;

All procedures listed are available upon request.

## 5. Implementation

We recognise that implementation is an ongoing process. Our service is committed to the implementation of this CSS and the procedures that support our intention to keep children safe from harm while availing of our service.

The ShoutOut CSS will be reviewed every 2 years, or sooner if there has been a material change in any of the issues to which it refers.

Signed: Date: 23rd August 2023

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Ruadhán Ó Críodáin  
Executive Director of ShoutOut

**For further information on this Statement, contact our Relevant Person:** Ruadhán Ó Críodáin  
087 403 1798



director@shoutout.ie