

1. Sisters of Bon Secours Ireland (SBSI)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	Yes
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	No	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

Historically the Sisters of Bon Secours have played a major role in health care in Ireland, both in hospital and in the community, working as nurses, counsellors and family workers. While the ministry of the Bon Secours Sisters has diminished a number of sisters are currently engaged in actual ministry or as volunteers in hospitals and parishes. As a Congregation Sisters of the Bons Secours do not care directly for children. Some members are child protection trained by the relevant hospital/ parish and adhere to their child protection policies. Of the 117 members in Ireland there are currently 23 sisters engaged in this type of work in Counties Cork, Dublin, Galway, and Kerry. Sisters of Bon Secours also minister in France, Great Britain, North and South America, in South and East Africa.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: August 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full*

implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.

- Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.
- The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial or a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.		✓	
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level is necessary this should be consistent with the diocesan or	✓		

	congregational policy and approved.			
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Recommendations:

1. The policy document should be signed by the Country Leader.
2. A statement of how individuals who may pose a risk to children are managed/ supported should be included.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI.		✓	

Recommendations:

1. There should be an assurance that incidents, complaints, suspicions and referrals are recorded and stored securely.
2. A procedure for dealing with complaints made by adults and children about unacceptable behaviour towards children should be included.
3. There should be comprehensive guidance about the area of confidentiality and appropriate information sharing of complaints.
4. The telephone numbers and addresses of the civil authorities in the Republic of Ireland and Northern Ireland should be stated i.e. the National Bureau of Criminal Investigation (An Garda Síochána) and the local Child and Family Agency duty social work department in the Republic of Ireland and the relevant Police Service Northern Ireland and local Social Services Trusts in Northern Ireland.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

	Criteria - Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-	✓		

	blowing'), confidentially if necessary.			
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.	✓		
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.	✓		
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. An anti-bullying policy is required.
2. The policy should include guidelines on the personal/ intimate care of children with disabilities, including inappropriate and appropriate touch.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills	✓		

	and knowledge.			
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.	✓		
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
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6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.	✓		
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.		✓	

Recommendation:

- The policy should be expanded further to include how those who perpetrated abuse are supported.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.	✓		
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.	✓		
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Overall Child Protection Policy Rating: Excellent

Conclusion

The Sisters of Bon Secours engaged fully with the audit team during the audit process. They have a clear understanding of child protection and have appropriate systems in place to maintain good safeguarding practice. Sisters who work in other ministries outside of that of the order adhere to the relevant policies where they are in ministry. The review of the child protection policy concluded that it was excellent meaning the policy document contained all the required elements as outlined in the standards guidance and was fit for purpose. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Sisters of Bon Secours reported that a review by the NBSCCCI was completed with the report published in March 2015. The safeguarding policy document was also updated and signed by the Country Leader in November 2014. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

The revised policy includes clear processes for dealing with complaints made by both adults and children in respect of unacceptable behaviour towards children. In respect of acceptable behaviour of children towards other children and guidelines on intimate care of children with disabilities sisters that are in ministry work under the child protection policies, procedures and practices in their place of work. Lastly, a mechanism is in place to support those who have perpetrated abuse in stated in the revised policy.

It is clear that the Congregation of the Sisters of Bons Secours child protection policies, procedures and guidelines are in line with best practice.

2. The Sisters of Saint Brigid - Brigidine Sisters (CSB)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA

4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	No	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Congregation of Brigidine Sisters was founded by Bishop Daniel Delany in Tullow, Co. Carlow in 1807. From the beginning, the focus of the Congregation's work was in the field of education, with the establishment of schools, both secondary and primary, in Ireland. This involvement in the field of education continued until 2011; today the Congregation has a number of its members acting as trustees in community schools.

At the time of compilation of information in respect of the audit, the Congregation had some 58 members present in Ireland, 15 of whom had ministry with children. Twelve of these members follow the Congregational policy; three follow the policies of the parishes in which they work. The ministries involved comprise hospital ministry, parish ministry, and work in a spirituality centre, a holistic centre, adult literacy, and prison ministry. As well as its Irish presence the Congregation is active in Australia, New Zealand, the United States, the United Kingdom, Papua New Guinea, Africa, Iceland, Bangladesh, the Philippines and China.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: Undated

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent</i>	

right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.

	Criteria	Fully in Place	Partial y in Place	Not in Plac e
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.			✓
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level is necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. A separate policy on the protection of children is required as opposed to a combined child/vulnerable adult one.
2. Separate section on management of those who pose a risk to children is required.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.		✓	
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI.	✓		

Recommendations:

1. A policy on the recording and storing of information to be included.
2. Separate comprehensive complaints procedure to be included in reference to unacceptable behaviour towards children.
3. Anti- bullying policy to be drafted and included.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.		✓	

Recommendations:

1. A recruitment policy should be included in main body of policy document
2. Vetting procedure needs to be emphasised as non-optional.
3. Specific policy on retention and storage of staff records, declaration forms, references to be included.

	Criteria – Codes of Behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not			✓

	acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			
3.9	Policies include guidelines on the personal/intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. An anti-bullying policy is required
2. A policy on “whistle blowing” in relation to the raising of allegations by church personnel in relation to other church personnel needs to be included.
3. A behaviour management policy in respect of children’s unacceptable behaviour is required.
4. A policy on anti-discrimination is required.
5. Guidance on the personal, intimate care of children needs to be included in document, to reference children with disabilities, and appropriate and inappropriate touch.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendation:

- A comprehensive policy on the use of information technology needs to be included in document, to make sure that children are not put in danger and exposed to abuse and exploitation.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church’s policy and procedures on child protection when they begin working within Church organisations.	✓		

4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.		✓	
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Recommendation:

- Explicit guidance in relation to children being aware of their rights, and to whom they can speak to if they have concerns is required.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.	✓		
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.	✓		

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and	✓		

	procedures.			
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendations:

1. Implementation plan needs to be expanded and more specific
2. A plan in relation to obtaining feedback from parishioners is required.
3. A clear policy in relation to recording and storage of information regarding allegations to be included.

Overall Child Protection Policy Rating: Satisfactory

Conclusion

The Sisters of St. Brigid engaged fully with the audit team during the audit process. They have a good understanding of the safeguarding process and have satisfactory systems in place to maintain good safeguarding practice. The review of their child protection policy concluded that it was satisfactory, meaning that the basic elements of a child protection policy were present, with some adjustments required. Those that are in ministry outside the aegis of the order follow the appropriate child protection policies. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation was reviewed by the NBSCCCI in May 2015. The review noted that the updated safeguarding policy document, dated April 2015, was both 'up to date and very thorough'. The Congregation was commended by the reviewer for having such an outstanding policy and procedures document in place, and noted that the Congregation fully met the requirements of child safeguarding. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

4. Congregation of Dominican Sisters, Cabra (OP)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	No	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	No	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	No	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	No	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Dominican Sisters are part of the Order of preachers founded by St. Dominic. Their work is in the fields of education, justice, and ecology. This work is carried out in Ireland, South Africa, Portugal, the United States, Argentina, Bolivia and Brazil. The beginnings of the Dominican Sisters in Ireland can be traced back to 1644 in Galway. In 1718 a small group arrived in Dublin, and a century later, a house was leased in Cabra, a convent that was to become the mother house to many groups of Dominican women throughout the world. The work of the Congregation in the field of education expanded over the years, with the founding of schools and colleges taking place between the end of the eighteenth century with the school in Ballyfermot being one of the last to be established in 1955.

Today, the sisters are based in Dublin, Galway, Wicklow, and in the north of Ireland. The Congregation works in the field of adult education and runs an ecology centre in Co. Wicklow. Their justice office in Dublin aims to promote justice and equality through advocacy, education, research, and justice campaigns. The Congregation is the trustee of a number of primary schools, and special schools for children with learning disabilities, and has placed the management of their secondary schools under the Le Cheile schools trust. The Congregation also participates in pastoral work in parishes, with families, the young and the elderly.

At the time of compilation of the audit data there were two hundred and eighteen sisters resident in Ireland with some thirty sisters in ministry with children. There is a child protection policy in place for the Congregation, this being submitted for review.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: August 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.		✓	
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		

1.6	The policy states how those individuals who pose a risk to children are managed.	✓		
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level is necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. Review process needs expansion-timeframes and facility to change in light of possible changes in guidance /legislation.
2. Definitions of abuse require further explanation.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.	✓		
2.6	There is guidance on confidentiality and information-sharing which makes clear that the	✓		

	protection of the child is the most important consideration. The Seal of Confession is absolute.			
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI.			✓

Recommendation:

- Contact details for local child protection services should be included in document.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

	Criteria - Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve			✓

	physical punishment or any other form of degrading or humiliating treatment.			
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. An anti-bullying policy should be developed and included in policy document.
2. There should be clear processes whereby Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers, confidentially, if necessary.
3. Guidelines for dealing with children's inappropriate behaviour, which do not involve physical punishment or any other form of degrading or humiliating treatment, must be included in the policy.
4. An anti-discriminatory policy should be developed and included.
5. Guidelines on personal/intimate care of children with disabilities, including appropriate and inappropriate touch should be included.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.		✓	
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Recommendation:

- Specific guidelines in relation to supervision of children should be included, with appropriate ratios of supervisors to children being included.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.	✓		
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Recommendations:

1. Contact details for local child protection services should be included.
2. The Congregation should establish links with the statutory authorities in order to develop good working relationships in order to keep children safe.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.	✓		
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.	✓		

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures	✓		

	and when these will be completed.			
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.	✓		
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Overall Child Protection Policy Rating: Satisfactory

Conclusion

The Dominican Sisters engaged well with the audit process and demonstrated a clear commitment to the child safeguarding process. Their child protection policy was rated as being satisfactory, meaning that it contained the basic elements of a child protection policy, with some adjustments required as per above recommendations.

Where applicable the sisters follow the policy of the organisations in which they work that is Religious Order, diocesan, and department of education and skills. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation report that their policy was independently reviewed in October 2015, the policy was updated and published on its website, and appropriate training has taken place for safeguarding personnel. The policy, reviewed by the NBSCCCI in November 2014 commended the sisters on their continued commitment to safeguarding children. Lastly, the Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

5. Conventual Franciscans (OFM Conv)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	**	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5	Yes	2.	Section 5 Audit Updated Data 2013	NA

	2009/2010				
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	NA	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

***The Conventual Franciscans were not part of the initial audit in 2007*

PART 1 (B) Overview of Religious Order

The Franciscan Order first became present in the Anglo Irish province in the early part of the thirteenth century, the mission of the Greyfriars being first established in Canterbury in 1224. The friars moved to Ireland, and between 1230 and 1232 the Irish province became independent from England. The suppression of the monasteries by Henry VIII, (1535-1538) the persecution by the forces of Oliver Cromwell (1649), and the strictures imposed during the period of the Penal Laws, all dealt serious blows to the presence of the Order, leading in 1698 to the banishment of the order from Ireland. The Order returned and in 1802 the friary was built in Wexford, and has housed members of the Order ever since, the Conventual Franciscans taking it under their charge in 2007.

In 1987, the Order was, at the request of the Archbishop of Dublin, entrusted with the running of the parish of Our Lady of the Visitation in Fairview. These two ministries continue today, with the Friars in Fairview, as well as engaging in normal parish activities, having a role in a local school, and with youth activities namely Boy Scouts. The St. Francis Shrine in Wexford only has peripheral contact with children, this only occurring when school groups visit, under the supervision of teachers. At the time of audit information gathering, the Order had seven members in the country, the median age being some 55 years.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: Undated - Document submitted – ‘Policies for Maintaining Ethical Ministry with Minors’

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*

- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.			✓
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.	✓		
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The document should be signed by the relevant leadership of the Order.
2. The policy should include processes and timeframes for review of the document.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.		✓	
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An. Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. The policy document should reference legislation and guidance in Ireland.
2. There should be a separate policy on a complaints procedure in relation to unacceptable behaviour towards children, where the complaints are made by adults and children.
3. Contact details in relation to the statutory child protection services in Ireland should be included.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.			✓
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			✓

Recommendation:

The policy document should outline the process of recruitment in relation to the above criteria to include reference to actual recruitment and assessment procedures, best practice guidance, and the use of vetting procedures and declaration forms in respect of previous court convictions.

	Criteria - Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.	✓		
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.		✓	
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.		✓	

3.9	Policies include guidelines on the personal/intimate care of children with disabilities, including appropriate and inappropriate touch.		✓	
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Recommendations:

1. A dedicated anti-bullying policy in respect of childrens' unacceptable behaviour towards other children is required.
2. The code of conduct, which outlines acceptable/unacceptable behaviour towards children could be re-formatted in line with the guidance in relation to behaviour management, anti-discrimination policy, and the personal /intimate care of children, which references acceptable/unacceptable touch.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.		✓	
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Recommendation:

- Guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home needs to be expanded further.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.		✓	
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional			

	responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendations:

1. Although the document references training for all friars who work with children, and mentions role specific training, a separate and more comprehensive policy needs to be included in the document with specific procedures in relation to training, its frequency, and how it will be updated on a regular basis.
2. The policy should reference the NBSCCCI training.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.			✓
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓

Recommendations:

1. This policy document should be re-drafted to be applicable to the safeguarding processes as outlined in legislation and guidance to better reflect the jurisdiction in Ireland. It should include the relevant contact numbers, for child protection services, and other appropriate agencies.

2. The designated person should be named in the document, with attendant contact details.
3. The policy should state how it will be promulgated, and available to everyone.
4. The policy should state how children will be informed of their right to be safe from all types of abuse.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.	✓		

Recommendation:

- Contacts should be established, both nationally and locally with relevant child protection agencies that can offer advice and support.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendations:

1. The document should specifically reference resource allocation in respect of the safeguarding process.
2. There should be a procedure for obtaining feedback from service users in respect of the safeguarding plan.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

This Order engaged well with the audit team during the audit process. The document submitted to the audit team in respect of the child protection policy '*Policies for Maintaining Ethical Ministry with Minors*', while an excellent document in many respects, requires adjustment, to better apply to the guidance required by the NBSCCCI. It is noted by the audit team that where appropriate members follow the relevant diocesan policy. That said however, it is apparent that the Conventual Franciscans are fully committed to the safeguarding process. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Order was reviewed by the NBSCCCI in December 2015. This review noted that while the Order only had 'limited contact' with children, the Provincial of the Order, on its behalf, had expressed an ongoing commitment to safeguarding, as evidenced by the regular review of safeguarding policies and procedures within the Order. The Provincial advised the audit team that a number of recommendations made by the audit team regarding its safeguarding policy document have been addressed for example contacts for child protection agencies are detailed on the Order's website and safeguarding documents are reviewed and updated every four years. The Order is also committed to implementing the NBSCCCI revised guidelines in 2016.

6. Daughters of Charity of St. Vincent de Paul (DC)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Daughters of Charity of St. Vincent de Paul is an international community founded in France in 1633. The Congregation first arrived in Ireland in 1855 where initially they cared for people in need in Drogheda, as well as opening a night school for young working girls. Two houses were opened in Dublin in 1857; since that time, the Daughters have expanded and developed their services, withdrawing from some, and opening new ones in response to changing needs and demands.

Today, the Congregation provides a large and varied number of services to adults and children, inclusive of which are intellectual disability services, community based services, centre based services, which include early intervention, rehabilitative services, individual therapeutic services, and services in the field of education. The Congregation also manages services on behalf of the Child and Family Agency, and the Health Services Executive. There are almost 19,000 members of the Congregation worldwide, the Congregation being active in 91 countries.

At the time of the information gathering there were 193 members present in Ireland, ranging in age from 49-97 years. The Congregation has its own child protection policy, and those members who are engaged in ministry outside of the orders remit follow the appropriate policies - Diocesan or Department of Education.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: November 2009

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	

1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level is necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The definitions of abuse should be expanded.
2. The policy should state how those individuals who pose a risk to children are managed.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.	✓		
2.7	The procedures include contact details for local	✓		

	child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI.			
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Recommendation:

- A complaints procedure is required in respect of unacceptable behaviour towards children with appropriate timescales for resolution.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

	Criteria - Codes of Behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.		✓	
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.	✓		
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in	✓		

	relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			
3.9	Policies include guidelines on the personal/intimate care of children with disabilities, including appropriate and inappropriate touch.	✓		

Recommendations:

1. An anti-bullying policy to be developed and included.
2. Specific and separate whistle blowing policy to be drafted and included.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated	✓		

	in line with current legislation, guidance and best practice.			
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Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.	✓		
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide	✓		

	information, support and assistance to children and Church personnel.			
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.	✓		

Recommendation:

- The section on access to specialist advice and support (6:1) requires expansion with specific guidance on how to obtain advice/guidance.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Recommendations:

1. A statement to be included that requisite resources for implementation of plan are available.
2. Processes to be put in place to obtain the views of parishioners in respect of the safeguarding process, to be included in policy.

Overall Child Protection Policy Rating: Excellent

Conclusion

The Daughters of Charity engaged fully with the audit team during the process; their child protection policy was rated as excellent which meant that the document included all the elements required in a child protection policy, was clear in its statements and was easy to read and understand. The Congregation showed a clear awareness of the safeguarding process. It was also noted that members of the Congregation were familiar with the requisite child protection policies when in ministry outside the aegis of the Congregation. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation noted the NBSCCCI review which took place in February 2015 where the safeguarding document and practices by the Congregation was commended very highly by the reviewer. The Congregation had in place at the time of the review their updated safeguarding document titled *Keeping Children Safe - The Daughters of Charity Child Protection Policy and Procedures, January 2015* which can be viewed online. This updated policy document contains a number of the recommendations referred to earlier in this report. The Congregation is committed to updating its current document in line with the NBSCCCI revised guidelines in 2016. The Congregation has assured that all recommendations will be contained in this new document.

7. Daughters of Mary and Joseph (DMJ)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	NA	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	N/A	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes.	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Daughters of Mary and Joseph is an international Congregation, founded in Belgium in 1818 for the education of girls, and present today in Africa, the United States, Belgium, England and Ireland. They first arrived in Ireland in 1947, where they established a novitiate in Castlecor, Co. Cork in response to a need for staff for schools in the United States. A diocesan retreat Centre was opened in Kilkenny in 1967, with other sisters engaged in teaching, counselling, pastoral work and nursing.

At the time of compilation of information in respect of the audit, there were a total of twenty-three members of the Congregation resident in Ireland. There were four members of the Congregation engaged in ministry with children; three in the retreat house in Kilkenny, and one as a teacher in a national school in Dublin. The remaining sisters are officially retired.

The Congregation does not have any institutions, and those engaged in ministry adhere to the child protection policy of the diocese/organisation where they work.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: Undated

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

The Congregation submitted its undated four page child protection policy document. The background of the Congregation and its functioning and presence in Ireland is detailed in the first section of the policy document. This succinct overview is helpful and provides an accurate overview of how the policy ties in with the work of the Congregation. This is followed by a brief summary of the Congregation's situation regarding the seven standards. The name and address of the designated liaison person (DLP) is outlined. The contact details of the statutory child protection agencies require insertion. It must be also stated that child protection allegations are promptly reported to the statutory authorities.

Conclusion

The Congregation engaged fully in the audit process and demonstrated a commitment to and understanding of the child safeguarding process. The child safeguarding policy is deemed adequate. However, as mentioned above further work is required. It is noted that appropriate policies are followed by those working outside the aegis of the Congregation. There have been no child sexual abuse allegations against any member of the Congregation. There are no concerns in respect of the safeguarding process employed by this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The audit team were informed of the NBSCCCI review of the Congregation in 2015, and notes that there is a Provincial team in place that oversees all aspects of ministry, including child safeguarding, with liaison arrangements in place between the designated person for safeguarding and the NBSCCCI. Further, it is stated in the review report that the NBSCCCI consider the current policy document of the Congregation to be adequate in relation to the circumstances of the current ministry with children in Ireland. Lastly, the

Congregation is committed to updating its policy document in line with the NBSCCCI revised guidelines in 2016.

8. Daughters of the Heart of Mary (DHM)

Report Format	
PART 1 (A)	Audit documentation
PART 1 (B)	Presence of Religious Order in Ireland
PART 2	Child safeguarding policy, procedures & practices review & recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Daughters of the Heart of Mary is an international Congregation of religious, founded in France in 1791, and now present in some thirty-five countries worldwide; there are eighteen Provinces/Regions of the Congregation, of which England and Ireland is one. The worldwide work engaged in by the sisters is varied, and includes a “praying presence”, social work, teaching, nursing, voluntary work and faith formation. In Ireland, the Congregation was responsible for the management and running of a childrens’ residential centre in Dublin, from 1856 until 1984. It is responsible for the running of St. Joseph’s primary school in Dun Laoghaire.

At the time of the audit data compilation, there were ten members present in Ireland, with one member teaching in the above named school and another member acting as chairperson of the Board of Management. The age range of the Irish members is from 62-90 years. Ministry with children is through the school, which follows the Department of Education and Skills guidelines for child protection. The child protection policy submitted to the audit team on behalf of the Congregation is based on the NBSCCCI guidance.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: April 2009

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

The Congregation submitted its signed four page 'Safeguarding Children Policy' dated April 2009. A copy of Standard 2, 'how to respond to allegations', as contained in the NBSCCCI Standards and Guidance document was attached as an appendix in addition to a child protection recording form and a declaration form. As per reporting procedures it must be stated in the actual document itself that allegations are promptly reported to the statutory authorities.

Contained in the policy is the Congregation's commitment to following the above named NBSCCCI document and to safeguarding children. The various sections of the policy include a code of good practice, detailed codes of behaviour for members with further references to children with special needs, recruitment and selection procedures, training and education, communicating and promoting the document and brief guidelines regarding implementation and monitoring of policy and procedures. The relevant telephone numbers of the statutory child protection agencies were included in addition to the name of the designated liaison person (DLP). The contact details for the DLP require insertion.

Conclusion

The Daughters of the Heart of Mary engaged well with the audit team during the audit process. The Congregation demonstrated an awareness of the safeguarding process and is committed to implementing good safeguarding practice. With the exception of minor adjustments the safeguarding children policy is deemed appropriate given its small presence and functioning in Ireland. The single sister engaged in ministry follows the child protection policy in her place of work. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The NBSCCCI carried out a review of the Daughters of the Heart of Mary in July 2014, which concluded that the Congregation was keeping abreast of the developments in child safeguarding through the involvement of one of its members, and that there was no further safeguarding initiative this Congregation was required to take. Lastly, the Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

9. Daughters of Wisdom (DW)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1	Original CFA Ferns Audit Questionnaire (Appendix	Yes	1	CFA consultation with RO	By corresponden

	A) 2006				ce
2	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2	Section 5 Audit Updated Data 2013	NA
3	CFA Ferns Section 5 Audit 2009 Data	NA	3	Verification Process with CFA	NA
4	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4	Verification Process with AGS	Yes
5	Child Protection Policy, Procedures and Practices Document	Yes	5	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Daughters of Wisdom were founded in France in 1703 by St. Louis Marie De Montfort and Blessed Marie Louise Trichet. They first arrived in Ireland in 1955, having been present in the United Kingdom since 1891. Their arrival in Ireland was at the request of the then Minister of Health to establish a service for children with an intellectual disability. This service was located in County Sligo. A nursing school was established, also in Sligo, this was handed over to the Health Services Executive in 2013. A further service was established in the intellectual disability field in Donegal; this service was in operation from 1968 until its closure in 1979. In 1999 the Congregation established Sophia Housing Association, to provide supported housing. This service is still in existence, with involvement from two of the order, one as Chair of the board, another as a board member and voluntary worker. This service is a national one, having been established country wide.

At the time of information compilation there were seven sisters present in Ireland, three of whose ministry involved access to children – two in pastoral ministry in Sligo, and one in parish ministry. The age profile of the sisters is in the age of 64-82 years. The child protection policy document submitted to the audit team is based on the guidance as issued by the NBSCCCI.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: June 2014 (*received post audit request 2013*)

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting*

the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.

- The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.			✓
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level is necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. Review dates to be included in policy.
2. More detailed guidance is required regarding the management of those who pose a risk to children.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.	✓		
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.			✓
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI.			✓

Recommendations:

1. There needs to be a section on confidentiality included in the guidance on the management of allegations.
2. Contact numbers for local statutory child protection services need to be included.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

	Criteria - Codes of Behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.	✓		
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.		✓	
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. An anti-bullying policy is required.
2. Separate section to be included in reference to dealing with unacceptable behaviour by children that does not involve physical punishment or any other form of degrading or humiliating treatment.
3. An anti- discriminatory policy to be developed and included.
4. Policy on personal /intimate care of children with disabilities to be included.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.		✓	
3.11	When operating projects/ activities children are adequately supervised and protected at all times.			✓
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.		✓	

Recommendations:

1. Guidance on assessment of risks in working with children to be included.
2. Supervision levels guidance when working with children to be drafted and included.
3. Further expansion on policy relating to appropriate use of information technology is required.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.	✓		
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.	✓		

6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.	✓		

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.	✓		
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.	✓		
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Overall Child Protection Policy Rating: Satisfactory

Conclusion

The Daughters of Wisdom engaged fully with the audit team over the course of the audit process, and demonstrated a clear commitment to, and understanding of the child safeguarding process. Their child protection policy was rated as satisfactory, which signified that the document included the basic elements required in a child protection policy with further amendments required. Sisters in ministry are guided by the policies within their respective organisations of ministry. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation was reviewed by the NBSCCCI in March 2015, and was commended on its approach to safeguarding and child protection, despite the relatively small number of sisters having direct ministry with children. The Congregation is committed to developing its updated 2014 policy document in line with the NBSCCCI revised guidelines in 2016 and recommendations noted earlier in this report.

10. Franciscan Missionaries of Mary (FMM)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	No	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Franciscan Missionaries of Mary were founded in 1877 by Blessed Mary of the Passion. Their first house was in India, where Mary of the Passion had worked as a member of the Sisters of Mary Repatrice. In 1877 the Pope approved the foundation of the Missionaries of Mary, and in 1885, the Order came under the direction of the Franciscans, becoming known as the Franciscan Missionaries of Mary. The Order expanded rapidly, and by the time of her death in 1904, it was present in 88 countries worldwide. The Franciscan Missionaries of Mary have had a presence in Ireland since 1903. While they did not have any specific ministry with children, individuals worked in various schools around the country as teachers, teaching assistants and chaplains.

At the time of information gathering for the audit, there were fifty sisters present in Ireland, with five of having ministry with children. The age of the sisters ranges from 49 to 90 years. The Order has submitted its policy document for review, and in the case of the sisters who do have ministry with children, the diocesan policy is followed.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: Undated

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

The Order submitted its undated four page child protection policy document. The policy applies to all countries part of the Province – England, Ireland, Scotland and Malta. The policy must be used in conjunction with the national policies and procedures drawn up by the Bishop's Conferences for England and Wales, Ireland, Scotland and Malta, the NBSCCCI standards and guidance document, and a Malta related document. Contained in the document is the Order's commitment to creating safe environments for children and responding promptly to allegations of abuse. There is reference to vetting, promotion the policy document recruitment within the Order, recruitment and monitoring arrangements. It is advisable that a policy is specifically developed for Ireland and to include the name and contact number of the appointed designated liaison person (safeguarding officer) and contact details of the child protection statutory authorities. Sisters in ministry are in compliance with the safeguarding policies in their places of ministry.

Conclusion

The Franciscan Missionaries of Mary engaged well with the audit process. The Order demonstrated a clear understanding of the child safeguarding process, and it is noted that those in ministry with children follow the appropriate and relevant policies. As mentioned above further work is required regarding the safeguarding policy. There have been no child sexual abuse allegations against any member of the Order. The audit team have no concerns regarding this Order.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Franciscan Missionaries of Mary were reviewed by the NBSCCCI in January 2016; the review noted that there was evidence of good safeguarding practice within the Order. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

11. Good Shepherd Sisters and the Sisters of Our Lady of Charity (Good Shepherd Sisters)

On 27th June 2014 the Good Shepherd Sisters and the Sisters of Our Lady of Charity merged and are now known as the '**Congregation of Our Lady of Charity of the Good Shepherd**'. Both Congregation's remain as two legal entities and continue to operate as two separate charities. The Congregation's are working towards legal integration. The new developments that have taken place for both Congregations will be commented on in Part 1 (A). This report will individually reflect both Congregations' child safeguarding policies at the time of their status in December 2013.

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review & Recommendations

(A) (B)	Good Shepherd Sisters Sisters of our Lady of Charity
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PART 1 Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Good Shepherd Sisters and the Sisters of Our Lady of Charity

The Sisters of Our Lady of Charity was established on November 25, 1641, in Caen, France by Father John Eudes. The mission of the Order was to offer refuge and new possibilities to women marginalised from society. After this time several other foundations were made in France. At the invitation of the Bishop in Angers in 1829 a new house of Our Lady of Charity was founded in Tours, France. It was called 'Good Shepherd'. The new Congregation received the name Our Lady of Charity of the Good Shepherd of Angers, better known as the Sisters of the Good Shepherd. The Congregation flourished and spread globally.

The original branch of the Sisters of Our Lady of Charity also continued to develop in Europe and America. Each house remained autonomous; however, the need for reunification for the mission gradually surfaced. Progressively, the monasteries united within the various countries and were established internationally as the Union of Our Lady of Charity in 1990. Over the years, there were many interactions between the two Congregations in relation to mission and spirituality. Programs and projects were created together. The ways of responding to mission developed in response to the reality of the times. Structural transformation, advocacy, justice and peace, and reconciliation initiatives continued to be an integral part of the ministries. By 2006, a process for considering integration of the two Congregations began. Through a Journey of Enrichment in which history, spirituality and charism were shared, a decision was reached for reunification through merger. The merger decree came into effect and the reunification was celebrated on June 27, 2014.

At the time of information compilation there were 98 Good Shepherd Sisters residing in seven communities in Counties Waterford, Limerick, Cork and Dublin. A small number of sisters were involved in ministry some of which where children were present. These sisters are guided by the child safeguarding policies in their places of ministry. In 2013 the Sisters of Our Lady of Charity comprised 26 sisters who resided

in five communities. Members of the Congregation were not engaged in any specific or direct ministry with children.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

(A) Good Shepherd Sisters

Date of Child Protection Policy document: June 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.			✓
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the			✓

	organisation or legislation.			
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.			✓
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. This policy requires re-drafting in line with the NBSCCCI guidance.
2. The policy must state that all Church personnel are required to comply with it.
3. The policy must be reviewed on a regular basis and no more than three years apart, and when there are changes in legislation or the organisation.
4. The policy must cover all aspects of the ministry of the Congregation.
5. The policy should specifically state how those who pose a risk to children are managed.
6. The policy must describe in full the definitions of abuse to included signs and symptoms.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.			✓
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or			✓

	congregational level.			
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.	✓		
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendation:

- Five of above criteria required insertion in the policy document.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.			✓
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			✓

Recommendation:

- A dedicated section which covers all aspects of the recruitment and vetting process is required.

	Criteria – Codes of behaviour	Fully in	Partially in	Not in
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		Place	Place	Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.			✓
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendation:

- The policy document needs to be re-formatted to include policies relating to the criteria listed.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.			✓
3.11	When operating projects/ activities children are adequately supervised and protected at all times.			✓
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

- Policies on the process of risk assessment, supervision levels of children, and the safe use of all aspects of information technology are required.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.			✓
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.			✓
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.			✓
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendation:

- Perfunctory reference is made to training in this document. There must be a much more comprehensive guidance in the policy to all aspects of training; this to reference an induction process into the safeguarding policy, updating of training, specialised areas of training for those with extra responsibilities, and properly approved training programmes.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.			✓

5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓

Recommendation:

- The policy document slightly references the communication of the policy. There is no specific reference to any of the criteria listed above, all of which need to be fully addressed in order to produce a clear communications strategy.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.			✓
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			✓
6.4	Information is provided to those who have experienced abuse on how to seek support.		✓	
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.		✓	

Recommendation:

- A specific and detailed policy to include all of the criteria listed is required.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.			✓
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.			✓

Recommendation:

- The section the 'implementation and monitoring of the standards' requires re-drafting to include all of the above criteria.

Overall Child Protection Policy Rating: Unsatisfactory.

(B) Sisters of our Lady of Charity

Date of Child Protection Policy document: October 2012

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	

1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy makes clear what the purpose of the document is. It clearly states the intent and aims of the policy; however more information is required from the point of view of how these aims will be met procedurally. A child protection policy should clearly outline both aspects (Policy and attendant Procedures) in it.
2. The document needs to be signed by the relevant church authority.
3. The guidance on management of those who may pose a risk to children requires further clarification.
4. The definitions of abuse need to be adjusted to comply fully with those contained in Children First.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child	✓		

	(historic or current).			
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.		✓	
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI	✓		

Recommendations:

1. A dedicated complaints procedure in respect of unacceptable behaviour towards children, with attendant timescales for resolution, needs to be included in the policy.
2. Guidance on confidentiality needs to reference the paramount of the welfare of the child.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular	✓		

	contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			
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	Criteria – Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.		✓	
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. A dedicated anti- bullying policy is required.
2. A clear set of procedures in respect of church personnel raising allegations and suspicions about unacceptable behaviour towards children by other church personnel, confidentially if required, is needed.
3. A policy on behaviour management of children, which does not include the use of physical punishment or any other form of degrading or humiliating treatment, needs to be drafted as a separate section.
4. An anti-discriminatory policy is required.
5. The policy must reference the personal/intimate care of children, including those with disabilities.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from		✓	

	home.			
3.11	When operating projects/ activities children are adequately supervised and protected at all times.		✓	
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.		✓	

Recommendations:

1. Risk management guidance, which includes reference to supervision levels, is required.
2. Guidance on safe use of information technology needs to be expanded to include social media, mobile phones.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.		✓	
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Recommendations:

1. The document should state how children will be made aware of their rights, and to whom they can voice any concerns they may have.
2. The policy must evidence establishment of links to statutory bodies and development of good working relationships with them, in order to keep children safe.

Standard 6	Access to advice + support
<p><i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i></p>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.		✓	

6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.		✓	
6.4	Information is provided to those who have experienced abuse on how to seek support.		✓	
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. Reference is made in the document in respect of the training requirements in the safeguarding process. This section needs to be expanded, rather than being mere statements of intent, given the importance of this topic.
2. Guidance on support for those who have perpetrated abuse, in order to help them face the reality of their actions as well as promoting healing in a manner which does not compromise children's safety is needed.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.		✓	
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Recommendation:

- Although the document contains a check list for the implementation and monitoring plan for safeguarding, this needs to be incorporated into a separate section of the policy, with named areas of responsibility, timeframes, etc.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

Both Congregations' engaged fully with the audit team throughout the process. The child safeguarding policies were viewed as unsatisfactory and satisfactory. Further work is required so a more comprehensive policy is developed and one that accurately reflects the functioning and presence of the Congregation's in Ireland. Sisters in ministry are guided by the policies within their respective organisations of ministry. There have been no child sexual abuse allegations against any member of the Congregations. The audit team have no concerns regarding the Congregations.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. As mentioned at the onset of this report the Good Shepherd Sisters and the Sisters of Our Lady of Charity merged in 2014. The Congregation is now known as the 'Congregation of Our Lady of Charity of the Good Shepherd', more commonly known as 'Good Shepherd Sisters'. The process of legal integration is continuing to take place. Various safeguarding practices have evolved since 2014 notably the development of a safeguarding document – *'Policy Handbook for the Safeguarding of Children and Vulnerable Adults'* for the Good Shepherd Sisters (the Sisters of our Lady of Charity safeguarding document remains unchanged), formation and training of a new safeguarding team and a review of safeguarding management practices.

In 2015 the NBSCCCI reviewed both Congregations' child safeguarding practices. The review report will contain findings for both Congregations' in a single report. The report will be published in 2017. Lastly, the Province Leader advised that the newly formed Congregation is committed to developing an integrated child safeguarding policy document in line with the NBSCCCI revised guidelines in 2016.

12. Handmaids of the Sacred Heart of Jesus (ACI)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Handmaids of the Sacred Heart of Jesus was founded in Spain in 1877 by two sisters Raphaela Maria Porres and Maria Dolores Porras y Ayllon. The focus of the Congregation was on education in faith at all levels and in all circumstances which in more recent years included the giving of retreats and spiritual direction and expanded to some areas of healthcare in third world countries. The Congregation expanded over time, and today has 113 communities in 24 countries worldwide.

The Congregation came to Ireland in 1957, opening a retreat house in Finglas, Dublin, as well as a commercial college and youth centre. A second community was established in Blackrock; this ran until 1971 when the Archbishop of Dublin requested the Congregation to take charge of what is now known as St. Raphaela's primary and secondary schools in Stillorgan, Dublin. Today, both schools are run by a lay principal, with sisters on the boards of management.

At the time of information gathering seven sisters were present in Ireland, four of whom were engaged in education ministry on a pastoral level and diocesan pastoral ministry for example assisting in preparing liturgy and mediation. The sisters range in age from 50-80 years. The Congregation has its own child protection policy, and those sisters who work outside of the Congregation follow the relevant child protection guidance.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: August 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

The Congregation submitted its four page child protection policy document dated August 2013. Contained in the document is the Congregation's commitment to creating safe environments for children, responding promptly to allegations of abuse and a brief code of conduct. It is stated that the policy applies to all members of the Congregation, to priest's resident or not, volunteers and staff members. The names of the designated liaison person and the deputy designated liaison person are stated. It is advisable that the relevant contact details are also inserted and further to include those of the statutory child protection authorities. Sisters in ministry are in compliance with the child safeguarding policies in their places of ministry.

Conclusion

The Handmaids of the Sacred Heart of Jesus engaged well with the audit process. The Congregation's current safeguarding policy is adequate given the small presence and functioning of the Congregation in Ireland. Minor adjustments are required as mentioned above. The audit team is aware that those in ministry follow the relevant policies. There have been no child sexual abuse allegations against any member of the Congregation. There are no concerns in respect of the safeguarding process employed by this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation informed the audit team of the formation of a new Province comprising England, Ireland, Portugal and France. Also, that the Congregation had been reviewed by the NBSCCCI in January 2016, the outcome of which was that there were no concerns in relation to the child protection practice within the Congregation. The Congregation avails of ongoing training and safeguarding events run by the NBSCCCI. The Congregation has committed itself to the implementation of the revised NBSCCCI guidelines due for implementation in 2016.

13. Infant Jesus Sisters (IJS)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	L/F	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA

4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	L/F	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Infant Jesus Sisters is an international Congregation, founded in France in 1862 by Nicholas Barre. The Congregation has communities of sisters present in many countries, in Europe, Asia, South America, and Africa. Their mission in each country is in the provision of education, especially to vulnerable children, and services to people with intellectual and physical disabilities. The Congregation arrived in Ireland in 1909, with the aim of developing English speaking vocations for the missions abroad. To this end, a boarding school was opened in Cork, with sisters from Ireland being sent to missions abroad (Malaysia, Singapore, Japan and Thailand). Over the years the Congregation flourished, being further involved in schools, care of adults with special needs, retreat houses, ministry with the elderly and in retirement homes, parish work, and the establishment of new apostolates in the 1970's, 1980's and 1990's. The Congregation has also established ministries in Cameroon, the Czech Republic and Nigeria.

At the time of information gathering for the audit, there were 50 sisters present in Ireland, ranging in age from 60 to 100 years. Three sisters work in mission countries. Some sisters have ministry with children through school, parish and out of school work. The Congregation has its own child protection policy, although those sisters involved in ministries follow the relevant policies of the organisations for which they work.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: 2010

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite*

examination of files held by Religious Orders. This was not in the remit of this audit.

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.			✓
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. Review dates should be included in the policy.
2. The guidance on the management of those who may pose a risk to children needs to be fully addressed, in all its aspects, in the document.
3. The policy should state that all child protection concerns are reported to the civil authorities without delay.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.			✓
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An. Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. Detailed guidance in respect of recording and storage of information, to ensure the confidentiality of such information is protected, and complies with relevant legislation is required.
2. A comprehensive procedure for the management of complaints about unacceptable behaviour towards children, with appropriate timescales for resolution of these is required in the policy.

3. Guidance on confidentiality and information sharing must emphasise that the welfare of the child is the most important consideration, and that the seal of confession is absolute.
4. The contact details for the local child protection services must be included in the document.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			✓

Recommendations:

1. Recruitment procedures are referenced only briefly in this policy document. While there is a statement of intent in reference to best practice the policy must outline in greater detail the procedural requirements for the implementation of best practice.
2. Declaration forms in respect of previous court convictions must be included in the procedures, as do any other checks that are required by legislation or guidance. This information must be properly checked and stored.

	Criteria - Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.			✓
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓

3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. While a code of behaviour is mentioned in the document, this code should be drafted for inclusion in the policy.
2. An anti-bullying policy is required.
3. A whistle-blowing policy is required.
4. An anti-discrimination policy is required.
5. The policy should include guidelines on the personal / intimate care of children, including those with disabilities is needed.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.			✓
3.11	When operating projects/ activities children are adequately supervised and protected at all times.		✓	
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

1. A risk assessment procedure must be referenced fully in the policy, especially in activities that involve children spending time away from home.
2. Policy on the safe use of information technology is required.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.		✓	
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.			✓
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendation:

- The policy must include a comprehensive set of guidance on the training process; this is given only perfunctory reference in the policy document. Specific mention should be made of an induction process, specialist training for those with extra responsibilities, time frames for training, and appropriately approved training provision.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.		✓	
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop			✓

	good working relationships in order to keep children safe.			
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓

Recommendations:

1. A clear, concise communications policy is required which states how the safeguarding process is promulgated needs to be included as a separate entity in the document.
2. The policy must state how children will be made aware of their right to be safe and to whom they can bring their concerns.
3. Contact details for other relevant agencies must be included in the document.
4. The policy must evidence links to statutory child protection agencies in the document.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.			✓
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.		✓	
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.		✓	
6.4	Information is provided to those who have experienced abuse on how to seek support.		✓	
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. The policy must state clearly how those with special responsibilities for keeping children safe can access advice and support.

2. More comprehensive guidance in respect of support for those who are suspected of having been abused or those who have suffered abuse is required.
3. Specific processes must be in place to help those who have perpetrated abuse face up to the reality of abuse, as well as promoting healing in a way that does not compromise the safety of children.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.			✓
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendation:

- Four criteria pertaining to the above section require referencing in the policy document.

Overall Child Protection Policy Rating: Satisfactory

Conclusion

The Infant Jesus sisters engaged well with the audit process. Their policy document in respect of safeguarding was assessed as being satisfactory, meaning that the basic elements required in a child protection policy were present, with some adjustments to the document being needed. It was noted that those sisters in ministry followed the appropriate safeguarding procedures where required, and that the Congregation is fully aware of the significance of the child safeguarding process. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their

Religious Order since 2013. The Congregation referenced a successful audit by the NBSCCCI in December 2014, and the updating of their policy document in line with the new standards, as well as receiving advice on adapting their international policy in this respect and its promotion abroad. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

14. La Sainte Union Sisters (LSU)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Congregation of La Sainte Union originated in France in 1823, when a group of women, under the guidance of Fr. Jean Baptiste Debrabant, came together to support each other in deepening their spiritual awareness. Others joined, and the first hundred women took their vows as Holy Union sisters in 1843. The focus of their work was through the education of youth, establishing schools in Belgium and France. The Congregation expanded its ministry to other countries and is present today in Europe, Africa, the United States, and South America. The Congregation first came to Ireland in 1863, to Banagher, Co. Offaly where the first Irish La Sainte School was opened. A school was established in Athlone in 1884 - this was later moved to Naas. Although both schools continue to operate the Congregation no longer has any members teaching there, but continues to act as trustees and members of the board of management.

At the time of information gathering in the audit there were 54 members of the Congregation present in Ireland, ages ranging from 50-99 years. Because of the age profile and actual numbers present, the Congregation has very limited ministry with children.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: Undated.

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.		✓	
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	

1.6	The policy states how those individuals who pose a risk to children are managed.			✓
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.			✓
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy should follow the format as outlined in the NBSCCCI guidance.
2. The policy document should be signed by relevant Leadership.
3. Regular review dates need to be specified in the policy.
4. The policy should reference clearly the nature of the ministry of the Congregation.
5. The policy should state how those who may pose a risk to children are managed.
6. The policy should state that all allegations, suspicions, and concerns are reported to the civil authorities without delay.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).			✓
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.		✓	
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.			✓
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.			✓

2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.			✓
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An. Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. Step by step guidance in relation to the management of allegations or suspicions of abuse requires drafting and inclusion in the policy.
2. The role and responsibilities of the designated officer need to be clearly defined.
3. A clear process for recording allegations, suspicions and referrals and its storage, to comply with relevant legislation is required.
4. A complaints procedure in relation to unacceptable behaviour of adults towards children, with timescales for resolution is required.
5. Comprehensive guidance is required in respect of the process of confidentiality and information sharing.
6. Contact numbers for local child protection services are required.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

Recommendation:

- Guidance in the document in respect of safe recruitment refers the reader to the designated officer or NBSCCCI guidelines. The policy in respect of recruitment needs to be expanded, and included as an integral part of the policy document.

	Criteria - Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.			✓
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendation:

- All criteria listed above require referencing in the policy document.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.			✓
3.11	When operating projects/ activities children are adequately supervised and protected at all times.			✓
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendation:

- All criteria listed above require referencing in the policy document.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.		✓	
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.			✓
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendations:

1. The section on training requires further details.
2. The policy should identify and state what appropriate training will be available of.
3. Training that is specific to those with additional responsibilities must be referenced in the document.
4. It should be stated in the policy that all training programmes are approved by the NBSCCCI and are updated in line with current legislation, guidance and best practice.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓

5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.		✓	
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓

Recommendations:

1. The policy should state how it will be promulgated and made available to everyone.
2. There must be a process whereby children are made aware of their right to be safe and to whom they can speak if they have a concern
3. Contact nos. for the designated person, local child protection services and telephone helplines must be included in the document.
4. Evidence of the establishment of links with statutory child protection services should be included in the policy.
5. A clear communications policy in respect of the safeguarding process is required.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and			✓

	support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. Perfunctory reference is made to access to advice and support in the document. This requires more specific detail and guidance.
2. Contact must be established at local/national level with relevant child protection agencies/helplines that can provide information, support and assistance to children and church personnel.
3. There must be guidance on how to support a child who is suspected of having been abused.
4. Information must be provided on how those who have suffered abuse may seek support.
5. There needs to be a process whereby those who have perpetrated abuse can seek appropriate advice and support to help them to face up to the reality of abuse, and promote healing, in a manner which does not compromise the safety of children.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.		✓	
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.			✓

Recommendations:

1. An implementation plan, outlining the steps required to keep children safe, areas of responsibility, and appropriate timescales is required.
2. Reference should be made to the proper allocation of resources to implement the plan.
3. A comprehensive monitoring programme is required-this to reference process for obtaining feedback from parishioners in respect of the safeguarding process.
4. A clear policy on recording and storage is required.

Overall Child Protection Policy Rating: Unsatisfactory

Conclusion

The Congregation of La Sainte Union engaged well with the audit process. Their policy document was deemed to be unsatisfactory, meaning that re-drafting is required in order to meet the criteria as outlined in the NBSCCCI guidance. The Congregation did reference other guidance in its correspondence with the audit team, (Children First, NBSCCCI Guidance document, Our Children Our Church, and the U.N. Convention on the Rights of the Child.) Given this, the Congregation has demonstrated a good awareness of the safeguarding process. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation's child safeguarding policy, procedures and practices were audited by the NBSCCCI in August 2015. The policy was commented on as being adequate and in accordance to the needs of the Congregation. The Congregation also updated its policy document in 2015 also and has committed itself to reviewing and updating the document whenever there are changes to Church guidance and state legislation including the NBSCCCI revised guidelines in 2016. It is clear the Congregation is committed to the safeguarding process.

15. Little Sisters of the Assumption (LSA)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA

3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Little Sisters of the Assumption was founded in France in 1865 by Fr. Etienne Pernet, an Assumptionist, and Antoinette Fage, their mission being to bring the word of God through the regeneration of the family, particularly families under stress. The Congregation first came to Ireland in 1891, the first foundation being in Dublin. Other foundations were established in Cork, Belfast, Limerick and Galway. The aim of the work was to support people at their own level, caring for mothers and children in their own homes and supporting parents in times of stress. The ministry of the Congregation varied over the years in response to changing needs. The Congregation was proficient in the areas of general nursing, public health nursing, social science, physiotherapy, catechetics, and counselling.

At the time of information gathering of the audit, there were 86 sisters present in Ireland, with an age range of 55-100 years. A small number of sisters had access to children through ministry in a nursery, play school and through involvement with family and community groups. The majority of the sisters are now retired.

The Congregation has its own child protection policy document, and those in ministry with children follow the appropriate on site guidelines.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: December 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite*

examination of files held by Religious Orders. This was not in the remit of this audit.

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).		✓	
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.			✓
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.			✓
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy document should be signed by the Provincial.
2. A statement of when the policy is to be reviewed to include any changes to State or Church guidance or legislation should be included.
3. The policy needs to expand upon child protection in the various aspects of its work.
4. The policy needs to expand on how those individuals who pose a risk to children are managed.
5. The understanding of and definitions of abuse needs to be stated with signs and symptoms of the various types of abuse.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.		✓	
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.	✓		
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI	✓		

Recommendations:

1. Maintaining records and storing confidential reports processes need to be clearly stated.
2. The policy needs to clearly state the approach to dealing with complaints made by adults and children about unacceptable behaviour towards children.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.		✓	

Recommendations:

1. A standard application form and declaration forms should be included in the appendix.
2. The recruitment and vetting policy needs to be expanded to clearly outline the process.

	Criteria - Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓

3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.		✓	
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Recommendation:

- The Little Sisters of the Assumption need to design an appropriate and inappropriate touch policy, code of behaviour for children, transporting children policy, anti-bullying policy, whistle blowing policy etc.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.			✓
3.11	When operating projects/ activities children are adequately supervised and protected at all times.		✓	
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.		✓	

Recommendation:

- The Little Sisters of the Assumption need to expand and create policies on safe activities, vetting for events, parental consent, imaging children / mobile phones / information technology equipment, health and safety policy, lone working, and supervision ratio of adult to children.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary		✓	

	processes, managing risk, acting as designated person.			
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.		✓	

Recommendations:

1. The Little Sisters of the Assumption need to incorporate into its appendix a record of course attendance, induction and course evaluation document format to evidence that the standard is being met.
2. The policy needs to evidence how training programmes are updated in line with current legislation, guidance and best practice.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.		✓	
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.		✓	
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.		✓	
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.		✓	

Recommendation:

- The policy needs to evidence how the policy is openly displayed, how children are made aware of the policy, the contact numbers for agencies for children or adults, and no reference to establishing links with statutory child protection agencies if required.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			✓
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. It needs to be stated that Church personnel have access to specialist advice and support with child protection, helpline that can provide information, information to provide support to the family, child and peers.
2. The policy needs to be more robust with how to respond to and support a child who may have been abused, those who have experienced abuse, and those who have perpetrated abuse.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.		✓	
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.		✓	
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendation:

- The policy needs to evidence better financial resources, monitoring compliance, parishioners' views on policy and the process of incidents, allegations, suspicions of abuse, and secure storage.

Overall Child Protection Policy Rating: Satisfactory

Conclusion

The Little Sisters of the Assumption engaged fully with the audit process. Their child protection document has been rated as satisfactory, meaning that it contains the basic elements of a child protection policy, with further adjustments required. The sisters engaged in current ministry with children are familiar with the relevant child safeguarding policies, and are fully aware, as a Congregation of the importance of the child safeguarding process. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation informed the audit team that their policy was updated on December 2nd, 2013. There are now just two members of the Congregation involved in ministry where children are present and this is outside of the Congregation. The NBSCCCI audit of the Congregation's safeguarding practice completed in September 2015 concluded that there were no safeguarding concerns regarding the child safeguarding practices of the Congregation. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016 and according to its circumstances in Ireland.

16. Loreto Sisters (IBVM)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Institute of the Blessed Virgin Mary, whose members are commonly known as the Sisters of Loreto, was founded in Saint Omer France in 1609 by an Englishwoman, Mary Ward. Its ministry was in the field of education, and today the Congregation operates in five continents, with some 170 schools worldwide. The Congregation arrived in Ireland in the early part of the 19th century, beginning their work in Dublin in 1822. The Congregation went on to establish a network of schools at primary and post primary levels in Ireland. In 2007 the Loreto Education Trust was established, to manage and be responsible for the governance of the Loreto schools.

At the time of information gathering of the audit, there were 228 members of the Congregation resident in the province, with 30 members having ministry to children, or access to children through their ministry. The age range of the sisters was 20-80+ years. The Congregation has its own safeguarding policy, and those members who are engaged in work in the educational field are familiar with the policies as determined by the Department of Education and Skills.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: July 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial or a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.		✓	
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		

1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		
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Recommendations:

1. There is evidence that the Congregation regularly updates its safeguarding document. This needs to be referenced in the current policy document.
2. The policy needs to expand on how it will address child protection in the different aspects of its work.
3. The policy needs to expand on how those individuals who pose a risk to children are managed.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.		✓	
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.	✓		
2.7	The procedures include contact details for local	✓		

	child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			
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Recommendations:

- The policy needs to clearly state the approach to dealing with complaints made by adults and children about unacceptable behaviour towards children.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

	Criteria - Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).	✓		
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.	✓		
3.8	Guidance to staff and children makes it clear	✓		

	that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.	✓		

Recommendation:

- A whistle blowing policy is required.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated	✓		

	in line with current legislation, guidance and best practice.			
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Standard 5	Communicating the Church’s safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.	✓		
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide	✓		

	information, support and assistance to children and Church personnel.			
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.	✓		

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.	✓		
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.	✓		
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Overall Child Protection Policy Rating: Excellent.

Conclusion

The Loreto Sisters engaged well with the audit team and demonstrated a clear understanding of the child safeguarding process. The policy document was reviewed as excellent meaning it contained all the elements required of a safeguarding policy. The audit also noted the appropriate use of relevant child protection guidelines by members, when engaged in ministry in other organisations. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation informed the audit team that their policy document was updated in 2014. A whistle-blowing policy, review time-frames and procedures for dealing with allegations including support to complainants of abuse are included in the revised document. The review of the Congregation, by the NBSCCCI in May 2015, noted its 'ongoing commitment to best safeguarding practice'. The Congregation has indicated its commitment to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

17. Marianist Community (SM)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006		1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Society of St. Mary (The Marianists) was founded in France in 1817 by Blessed William Joseph Chaminade, a priest who started a lay movement as a way of rebuilding the church after the destruction of the French revolution. The Order today comprises priests, brothers, sisters and lay ministers. There are some 1200 priests and brothers worldwide, in 16 countries. They engage in a variety of ministries including education, counselling, social work and advocating for justice and peace. The Irish Marianists are part of the Province of the United States. At the invitation of the Archbishop of Dublin the Order arrived to Ireland and established St. Laurence College in Loughlinstown, Co. Dublin, the only Marianist college in Ireland, in 1967. This school is now managed through a board appointed by the Marianists as trustees. Marianists have also engaged in parish work, youth ministry, chaplaincy, drug rehabilitation, and work with the homeless.

At the time of information gathering for the audit, there were 4 members present in Ireland, three of whom were engaged in active ministry with children. The age range of the members is 55-75 years. The Order has its own child protection policy, and where relevant, members in ministry follow the appropriate safeguarding guidelines for e.g. diocesan and Department of Education and Skills.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: September 2011

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted	✓		

	whenever there are significant changes in the organisation or legislation.			
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level is necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. Policy document needs to be signed off by relevant church authorities.
2. Cognisance to be given to guidance on different aspects of Order's work with children.
3. Guidance on management of those who pose a risk to children to be expanded to include those accused of abuse.
4. Definitions of abuse to be expanded to include all types of abuse.
5. The policy should state that all current child protection concerns must be fully reported to the civil authorities without delay.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.		✓	
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		

2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.	✓		
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI.			✓

Recommendations:

- The above section requires comprehensive re-drafting to clarify full adherence to local jurisdictional requirements, civil guidance on the management of allegations, a clear complaints procedure, and contact details for local child protection services.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

Recommendation:

- A reference to lay staff and volunteers being subject to Garda vetting is required.

	Criteria – Codes of Behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.	✓		
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.	✓		
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. An anti-bullying policy is required.
2. An anti- discriminatory policy to be included in document.
3. Guidance on the intimate /personal care of children with disabilities to be included.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.			✓
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

1. Guidance on risk assessment of activities with children to be drafted and included.
2. Policy on the safe use of information technology to be drafted and inserted into policy.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendation:

- The section on training is to be re-drafted to include specific guidance on all aspects of training to be provided to church personnel, including those with additional responsibilities in child safeguarding.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓

5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.			✓
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓

Recommendations:

- The communications section is to be re-drafted to cover all aspects contained in the standard - how the policy will be made available to everyone, how children will be made aware of their right to be safe from harm, name and contact details for the designated person, contact details of local child protection services, telephone helplines, evidence of links to statutory child protection agencies, and a clear communications policy which reflects a commitment to transparency and openness.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.	✓		
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		

6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.	✓		
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Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Recommendations:

1. A monitoring plan is required with specific mention of those responsible for implementation and monitoring.
2. A policy on a consultation process with parishioners in respect of policies and procedures to be drafted and included.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

The Marianists engaged fully with the audit process and demonstrated a clear commitment to the process of child safeguarding. There have been no child sexual abuse allegations against any member of the Order. Their policy was assessed to be satisfactory, meaning that it contained the basic elements of a child protection policy, with some adjustments required to meet all criteria in each standard. It is noted that where ministry engaged in is outside the direct aegis of the Order the appropriate child protection policies are adhered to. The audit team do not have any concerns about this Order.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Order was audited by the NBSCCCI in December 2015, who concluded that the Order showed 'evidence of a committed and regulated approach to safeguarding'. The Order is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

18. Marist Sisters (SM)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	No	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Marist Sisters, a branch of the international Marist family, was founded in France, by Jean Marie Chavoin, shortly after the French revolution. The Congregation arrived in Ireland in 1873 in response to an appeal from the parish priest in Carrick on Shannon, Co. Leitrim to take over the running of the parish primary school and to minister to the poor of the parish. Since that date, Marist sisters have continued to minister in Ireland in the fields of education, nursing, parish work, retreats, chaplaincy and work with the homeless.

At the time of information gathering for the audit, there were 61 members of the Congregation present in Ireland, age range 40-100 years. Of these, four members were involved in external Congregational ministry with children.

The Congregation has its own child protection policy, and those whose ministry is outside the direct remit of the Congregation follow the appropriate child safeguarding guidance.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: 2011

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.			✓
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.			✓
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a			✓

	church building, community work, pilgrimages, trips and holidays.			
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.			✓
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy is in a booklet and needs to be in a policy document form.
2. The policy document should be signed by the Provincial.
3. The policy document should state that all Marist Sisters personnel that are required to comply with the policy i.e. indicate the personnel.
4. A statement of when the policy is to be reviewed, to include any changes to State or Church guidance or legislation should be included.
5. The policy document should state who is required to comply with the policy in accordance with the ministries.
6. The policy does not outline clearly how those individuals who pose a risk to children are managed.
7. The understanding of and definitions of abuse should be included and state signs and symptoms of the various types of abuse.
8. The policy needs to clearly outline the procedure that child protection concerns are reported to civil authorities without delay. This policy needs to refer to the Gardaí and Child and Family Agency investigations as paramount and any internal investigation needs to be guided by these agencies. It needs to be stated clearly that it is not the responsibility of the agency to investigate alleged abuse but to report same. This policy needs to state clearly that it is not the Marist Sisters obligation to decide if abuse has been confirmed or not; that is the responsibility of the civil authorities.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	

2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.		✓	
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.		✓	
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.			✓
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. More detailed procedures on step by step guidance on what action to take if there are allegations of abuse.
2. There should be a statement that the policy is consistent with State legislation in the Republic and Northern Ireland i.e. Children First and Co-operating to Safeguard Children.
3. There should be a clear and defined outline of the role and responsibilities of the designated officer.
4. There should be an assurance that incidents, complaints, suspicions and referrals are recorded and stored securely.
5. A procedure for dealing with complaints made by adults and children about unacceptable behaviour towards children should be included.
6. There should be comprehensive guidance around the area of confidentiality and appropriate information sharing of complaints which makes clear that the protection of the child is the most important consideration.
7. The telephone numbers and addresses of the civil authorities should be stated.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.			✓
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			✓

Recommendation:

- There needs to be full text outlining the Marist Sisters Policy for the safe recruiting of personnel and assessing their suitability for working with children to include application form, identification, verification of qualifications, interview process, declaration, references, written statement of terms of contract, induction, probationary period, record keeping, confidentiality and on-going supervision.

	Criteria – Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.		✓	
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendation:

- The Marist Sisters need to design a code of behaviour for adults working with children, appropriate and inappropriate touch policy, code of behaviour for children, an anti-bullying policy, an equality policy and a whistle blowing policy.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.			✓
3.11	When operating projects/ activities children are adequately supervised and protected at all times.			✓
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

1. There should be clear guidance and full text included in the policy on how to keep children safe during their involvement in activities including trips away from home.
2. Guidance should also include procedures relating to Garda vetting, the supervision of children, health and safety and various contexts where parental consent may be required. A sample parental consent form should be included as an appendix.
3. Guidance should be developed to ensure there is appropriate use of IT equipment as listed above to ensure children are not put at risk and exposed to abuse and exploitation.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.			✓
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills			✓

	and knowledge.			
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.			✓
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendations:

1. It should be stated that all Marist Sisters personnel are inducted into the Congregation's child protection policy and procedures when they commence working with the Congregation.
2. It should be stated that identified congregational personnel are provided with appropriate child protection training and opportunities to keep themselves knowledgeable in how to keep children safe.
3. It should be stated that specialist training is provided for those with extra child welfare and protection roles and responsibilities e.g. designated officers, risk managers.
4. It should be reflected in the policy that child protection training programmes are approved by the NBSCCCI and are updated in line with State and Church legislation.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.		✓	
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established		✓	

	communications policy which reflects a commitment to transparency and openness.			
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Recommendations:

1. It should be stated that the child protection policy is openly displayed and available to everyone.
2. It should be included that the Congregation highlights the importance of establishing a culture that enables children to have free and open discussions if they have concerns, and are aware of their rights to be safe from abuse.
3. The contact details of the statutory authorities needs to be included in the policy.
4. It should be acknowledged that the Congregation will establish good working relationships with the statutory authorities in order to keep children safe when and if required.
5. The policy needs to evidence a communications policy.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			✓
6.4	Information is provided to those who have experienced abuse on how to seek support.		✓	
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. It should be stated in the policy document that Congregational personnel with additional specified child protection responsibilities for example designated officer, have access to specialist advice, support and information.
2. There should be up-to-date contact details for counselling agencies including a list of services, authorities and organisations in the local area that can provide assistance to children and Congregational personnel.
3. There should be guidance on how to respond to and support a child/ person making an allegation whether the abuse was perpetrated by a member of the congregation or the general community including family or peers.
4. It should be specifically reflected in the policy how one that has experienced abuse can access advice and support either from the Congregation and/or a counselling agency. There should be up-to-date contact details for counselling agencies.
5. It should be noted in the policy how perpetrators of abuse are assisted and supported by the Congregation in seeking help.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.			✓
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.			✓

Recommendations:

1. It should be stated what the Congregations action plan is to monitor the effectiveness of the steps to be taken to ensure children are safe. Details of the monitoring process and the addition of a self audit template as an appendix which shows how the process will be implemented should be included.
2. It should be included in the policy that necessary resources required to implement the action plan are available.
3. To ensure that the child protection policy and procedures are effective there

- should be guidance on how the congregation seek the views on the policies and procedures from the parents/ children members are in ministry with.
4. It should be reflected in the policy document that all incidents, allegations or suspicions of abuse are recorded and stored securely.

Overall Child Protection Policy Rating: Unsatisfactory.

Conclusion

The Marist Sisters fully engaged with the audit process and arising from ongoing discussions evidenced an understanding of the safeguarding process and a commitment to same. Their policy has been rated as unsatisfactory however, meaning that the policy is unclear. The policy requires updating to reflect the Congregation's presence and functioning in Ireland. As noted above, those sisters who minister outside the direct remit of the Congregation follow the appropriate safeguarding guidelines. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation was audited by the NBSCCCI in May 2015; the report concluded that there were no safeguarding concerns about this Congregation. The Congregational Leader advised that the designated liaison person attends relevant safeguarding training and is fully aware of all safeguarding procedures. Further, the Congregation is committed to developing a one Church policy in line with the NBSCCCI revised guidelines in 2016.

19. Medical Missionaries of Mary (MMM)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices	Yes	5.	Signed NBSCCCI Memorandum of	Yes

	Document		Understanding	
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PART 1 (B) Overview of Religious Order

The Medical Missionaries of Mary were founded by Mary Martin, an Irishwoman in Nigeria in 1937. The Congregation's first presence in Ireland was in Rosemount, Dublin now the Congregation's administration centre, with the first novitiate opening in Collon, Co. Louth in 1938. It later moved to Drogheda, where the Congregational mother house is situated. The only direct provision of services to children in Ireland was through the provision of two hospitals, in Drogheda and Waterford, both now run by the Health Services Executive. The Congregation is involved in ministry in 14 countries, with 359 sisters worldwide, of whom 159 are present in Ireland, at the time of information gathering for this audit. The age profile of the sisters in Ireland is 56-94 years, with a median age of 81 years. Two sisters have direct ministry with children; (preparation for first communion, confirmation, and in a prayer group) three sisters involved in pastoral care in hospital have contact with children through the course of their ministry. The Congregation has a child protection policy, and where appropriate sisters in ministry follow the policies of the organisations for which they minister.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: July 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e.			✓

	provincial of a religious congregation).			
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.			✓
1.6	The policy states how those individuals who pose a risk to children are managed.	✓		
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy should be signed by the Provincial.
2. The policy should address child protection in the various areas within the Congregation.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		

2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.		✓	
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.	✓		
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. A comprehensive procedure for the management of complaints about unacceptable behaviour towards children, with appropriate timescales for resolution of these is required in the policy.
2. Contact details for the local child protection services need to be included in the document.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.		✓	

Recommendations:

1. There needs to be full text outlining policy for safe recruiting of personnel and assessing their suitability for working with children-this to include application form, identification, verification of qualifications, interview, declaration, references, vetting, written statement of terms or contract, induction, probationary period, record keeping, confidentiality and on-going supervision.
2. A sample declaration form should be included as an appendix.

	Criteria – Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.		✓	
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. The policy needs to expand on standards of behaviour of adults towards children.
2. The agency need to design an appropriate and inappropriate touch policy, transporting children policy, code of behaviour for children, anti-bullying policy, discriminatory policy and whistle blowing policy.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.		✓	
3.11	When operating projects/ activities children are adequately supervised and protected at all		✓	

	times.			
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendation:

- The policy needs to expand on safe activities, vetting for events, parental consent, imaging children, health and safety policy, supervision and lone working.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.		✓	

Recommendation:

- The policy needs to evidence that training programmes are NBSCCCI approved and are updated in line with current legislation, guidance and best practice.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.		✓	
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.		✓	
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.		✓	

Recommendations:

1. It should be stated clearly in the policy that children are aware of their right to be safe from abuse and who they can speak to if they have concerns.
2. Local and relevant contact details of child protection services should be included in the policy.
3. It should be acknowledged that the congregation will establish good working relationships with the statutory authorities in order to keep children safe when and if required.
4. The policy needs to evidence a communications policy.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
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6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.		✓	
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			✓
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. The policy needs to evidence how the Congregation would to respond to and support a child who may have been abused, those who have experienced abuse, and those who have perpetrated abuse.
2. It needs to be expanded in the policy how the Congregation will access support on child protection.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.		✓	
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children		✓	

	safe.			
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Recommendations:

1. It should be stated what the Congregation's action plan is to monitor the effectiveness of the steps to be taken to ensure children are safe.
2. It should be included in the policy that necessary resources required to implement the policy are available.
3. Details of the monitoring process and the addition of a self audit template as an appendix which shows how the process will be implemented.
4. To ensure the child protection policy and procedures are effective there should be guidance on how the congregation seek views on the policies and procedures from the parents/ children members are in ministry with.

Overall Child Protection Policy Rating: Satisfactory

Conclusion

The Congregation engaged fully with the audit process and demonstrated an understanding of and commitment to the safeguarding process. Their policy document was satisfactory, meaning that it contained the basic elements required of a child protection policy, with further adjustments required. The importance of the safeguarding children process was clearly stated in the policy document. The policy is appropriate to the limited ministry the congregation has with children and of those in ministry the sisters adhere to the safeguarding policies in their respective places of ministry that is diocesan, department of education and skills and hospital care. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation was reviewed by the NBSCCCI in July 2014, which concluded that the Congregation has 'developed policies and procedures to deal with any concerns about the safety and welfare of a child that might arise in the future'. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

20. Missionary Sisters of St. Columban (SSC)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Missionary Sisters of St. Columban (Columban Sisters) were founded in Ireland in 1922. The Congregation came into being as a result of a call from Fr. John Blowick, co-founder of the Columban fathers, who was seeking women to assist in the new missionary work in China. From the beginning, mission promotion and hospitality, and the formation and training of new members was the focus of the congregations work in Ireland. Over the years, many sisters who had served in the missions abroad (Asia and the Americas) continued with missionary outreach work at home, being involved with such groups as Legion of Mary, Samaritans, St. Vincent de Paul etc. as well as parish ministry.

At the time of information gathering for the audit, the Congregation had little ministry with children in Ireland, with four sisters having access to children through their ministry - counselling and teaching of catechetics. The age range of the sisters in Ireland is 34-93 years, with 72 members present in Ireland.

The Congregation has its own child protection policy document; this policy is applied wherever the sisters are engaged in ministry abroad. As informed by the Congregation it is evident that through the establishment of child protection structures that is a safeguarding committee, a designated liaison person and pastoral advisors the Congregation has clearly demonstrated to the audit team how it implements the policy throughout the Congregation and monitors same. A sample of the Congregation's child protection training packs for members, staff and volunteers was provided to the audit team. This pack covered all aspects relating to child protection awareness in a clear and understandable manner.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: March 2011

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		

1.6	The policy states how those individuals who pose a risk to children are managed.	✓		
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.	✓		
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.	✓		
2.7	The procedures include contact details for local child protection services e.g. (Republic of	✓		

	Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			
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Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).	✓		
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.	✓		
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.	✓		
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.	✓		
3.9	Policies include guidelines on the personal/	✓		

	intimate care of children with disabilities, including appropriate and inappropriate touch.			
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	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.	✓		
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.	✓		
6.3	There is guidance on how to respond to and	✓		

	support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.	✓		

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.	✓		
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.	✓		
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Overall Child Protection Policy Rating: Excellent.

Conclusion

The Columban Sisters engaged fully with the audit from the outset and displayed a clear commitment and understanding of the child safeguarding process. Their policy was assessed as excellent, which means that it contained all the requisite elements of a child protection policy, was clear, and easy to understand. Sisters in ministry are guided by the safeguarding policies in their respective organisations. The safeguarding policy demonstrates the Congregation's utmost diligence in promoting best practice in safeguarding children. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013.. The Congregation was audited by the NBSCCCI in June 2014. The reviewer noted that the Congregation has 'clearly demonstrated a commitment to the safeguarding of children and young people, both in Ireland and elsewhere'. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

20. Missionary Sisters of the Holy Rosary (MSHR)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Missionary Sisters of The Holy Rosary were founded in 1924 by Bishop Joseph Shanahan, as a missionary order to promote the work of the church in Nigeria through the provision of education. The Congregation was founded in Co. Cavan. The Congregation subsequently expanded to other countries, and today is present in the Americas, Europe and Africa. The ministries of the Congregation include education, healthcare, pastoral and social work, working with refugees, and working to end human trafficking. The Congregation in Ireland does not provide direct services to children. The Congregation managed a secondary school in Edenmore, Co. Offaly in the years 1963-1987 when the school closed.

At the time of information gathering for the audit in 2013 there were 163 sisters present in the Central Region of England and Ireland with the age range of the sisters ranging from 30 to 90 plus years. Today, three members in Ireland are engaged in diocesan pastoral work.

The Congregation has developed its own child protection policy which applies to the Central Region; it has also developed policies in respect of its ministries overseas. It has also established a safeguarding committee.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: 2011

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.			✓

1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.	✓		
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy in its booklet form needs to be in a policy document format.
2. The policy document should be signed by the Provincial.
3. A statement of when the policy is to be reviewed to include any changes to State legislation or Church guidance should be included.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints		✓	

	made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI	✓		

Recommendations:

1. There needs to be a more robust procedure with regards to confidentiality, maintaining and storing confidential records.
2. Policy needs to expand on approach to dealing with complaints made by adults and children about unacceptable behaviour towards children.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.			✓
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			✓

Recommendation:

- There needs to be full text outlining the policy for the safe recruitment of personnel and assessing their suitability for working with children to include reference to application forms, identification, verification of qualifications, interview process, declaration form, references, Garda vetting, induction, record keeping, confidentiality and on-going supervision.

	Criteria – Code of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.		✓	
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.		✓	
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.		✓	

Recommendation:

- The policy needs to state and include the Congregation's appropriate and inappropriate touch policy, code of behaviour for children, anti-bullying policy, whistle blowing policy and an anti discrimination policy.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.		✓	
3.11	When operating projects/ activities children are adequately supervised and protected at all times.		✓	
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.		✓	

Recommendation:

- The policy needs to expand on safe activities, vetting for events, parental consent, imaging children and health and safety policy.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.		✓	
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendation:

- The child protection policy did not outline the training programme for personnel working with children. How staff will be inducted into the Congregation's child protection policy, who facilitates child protection training and an indication that appointed safeguarding personnel receive ongoing appropriate specialist training is required in the policy.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.		✓	
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		

5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.		✓	
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.		✓	
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Recommendations:

1. It must be stated in the policy that it is openly displayed and available to everyone.
2. It should be expanded to include how children are made aware of the policy.
3. Evidence of establishing links with statutory child protection agencies should be included.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.		✓	
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			✓
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

- The policy needs to be more robust with how to respond to and support a child who may have been abused, those who have experienced abuse, and those who have perpetrated abuse

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.	✓		
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.		✓	
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendation:

- Further expansion is required to include that financial resources are available for implementing the plan, the monitoring arrangements of the Congregation's compliance with the policy; receiving parishioner's views on policy and that suspicions/ allegations of abuse are stored securely.

Overall Child Protection Policy Rating: Satisfactory

Conclusion

The Missionary Sisters of the Holy Rosary engaged well with the audit process, and demonstrated a clear understanding of the child safeguarding process, notwithstanding the fact that the Congregation itself does not have direct ministry with children in Ireland. The Congregation has evidenced the development of policies in its overseas missions. Their policy was deemed to be satisfactory, which means that it contains the basic elements required of a child protection policy, with some adjustments required. Sisters in ministry follow the child protection policy in their place of ministry. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The audit team was informed that the Congregation no longer has any sister involved in ministry with children in Ireland and there are no plans for any sister to have ministry with children in the future. In February 2015 the Congregation's safeguarding processes were the subject of audit by the NBSCCCI, which concluded that:

“There was substantial activity within the Congregation of the Sisters of the Holy Rosary to develop their policy and to prioritise the safeguarding agenda”.

The Congregation is also planning child safeguarding training for all the sisters involved in the recruitment and formation of new entrants into the Congregation. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

21. Missionary Sisters Servants of the Holy Spirit (SSpS)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Missionary Sisters, Servants of the Holy Spirit were founded by Arnold Janssen in the Netherlands in 1889, the first sisters taking their vows in 1894. The Congregation grew quickly, the first sisters going abroad in 1895. Today, there are some 3000 sisters working in more than fifty countries worldwide. The most important ministries today are working with those affected by HIV/AIDS, and the marginalized. In Ireland, the Congregation have never operated any institutions. Its presence has been small and with a limited ministry with children. At the time of information gathering for the audit there were five sisters in Ireland, of whom two

were working with children in diocesan pastoral ministry. The age range of the sisters present is 73-32 years.

The Congregation has its own child safeguarding policy document.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: February 2011

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*

The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.		✓	
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted			✓

	whenever there are significant changes in the organisation or legislation.			
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.		✓	

Recommendations:

1. This policy is a general document and not designed for this country and needs to be in a format that is not a loose document. Also, the policy structure needs to incorporate the seven standards clearly.
2. The policy document should indicate the personnel within the Congregation that are required to comply with the policy.
3. A statement of when the policy is to be reviewed, to include any changes to State legislation or Church guidance should be included.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.		✓	
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		

2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.			✓
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. There needs to be a more robust procedure with regards to step by step guidance on what action to take if there are allegations of abuse that is, information on anonymous allegations, confidentiality, record maintenance and storage.
2. The policy is not consistent with state legislation- i.e. Children First.
3. Clear approach to dealing with complaints made by adults and children about unacceptable behaviour towards children.
4. The telephone numbers of the civil authorities in the Republic of Ireland and Northern Ireland should be stated.
5. A flow chart of the organisation's child reporting process is required.
6. Examples of forms for recording details of concerns are required.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous		✓	

	court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			
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Recommendations:

1. There needs to be full text outlining the policy for safe recruitment of personnel and assessing their suitability for working with children-to include application forms, identification, verification of qualifications, interview process, declaration form, references, vetting, written statement of terms of contract, induction, probationary period, record keeping, confidentiality and on-going supervision.
2. Need for forms and sample should be included as an appendix.

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.		✓	
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.		✓	

Recommendation:

- The policy needs to expand on a code of behaviour for adults working with children, transporting children policy, code of behaviour for children, anti-bullying policy, whistle blowing policy etc.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from		✓	

	home.			
3.11	When operating projects/ activities children are adequately supervised and protected at all times.			✓
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendation:

- The policy needs to expand on safe activities, vetting for events, parental consent, imaging children, health and safety policy and lone working.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.			✓
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.			✓
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.			✓
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendations:

- The policy did not outline training for personnel working with children, course attendance, if staff will be inducted into the policy, who will provide training, specialist training, and ongoing programmes for keeping children safe in seminaries. All these areas require insertion in the policy document.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.			✓
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.		✓	

Recommendation:

- There is no evidence that the policy is openly displayed, how children are made aware of it, of the Congregation establishing links with statutory child protection agencies, or a communications policy.

Standard 6	Access to advice + support
<p><i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i></p>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and			✓

	support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. The policy needs to be more robust with how to support a child who may have been abused, those who have experienced abuse, and those who have perpetrated abuse.
2. The policy needs to expand on how they will access support on child protection.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.			✓
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.			✓

Recommendation:

- There is no evidence in the policy of written plan to keep children safe, of financial resources, monitoring compliance, parishioners' views on policy, or that allegations or suspicions of abuse are stored securely.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

The Congregation engaged well with the audit process and evidenced a good understanding of the importance of the safeguarding process. The policy document was rated as satisfactory, meaning that it contained the basic elements required of a child protection policy, with some further adjustments required. The review notes that where appropriate, the sisters in ministry with children follow the relevant safeguarding guidance. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation updated its 2011 safeguarding document in May 2015. This document contains the recommendations referred to in this report. The Congregation was audited by the NBSCCCI in July 2015, which indicated that the policy was 'comprehensive and follows the seven standards as outlined by the NBSCCCI'. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

23. Union of Sisters of the Presentation of the Blessed Virgin Mary - Presentation Sisters (PBVM)

In 2013 the Congregation of the Presentation Sisters in Ireland comprised three separate self-governing Provinces; South West, Northern and South East. The Congregational Leadership Team which has overall responsibility for promoting the unity of the Congregation within the Union of Presentation Sisters internationally is based in Co. Kildare. In 2008 all three Provinces and the Congregational Leadership team commenced a collaborative process to develop a common child safeguarding policy. In June 2010 the Presentation Sisters '*Safeguarding Children Policy Document*' was approved for implementation by all three Provincials. This approach, led by the group titled the 'Interprovincial Leadership Team' continues to remain in place.

In line with the audit process all three Provinces have been placed in the following category:

This report is in line with the following format:

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5	Yes	2.	Section 5 Audit Updated Data 2013	NA

	2009/2010				
3.	CFA Ferns Section 5 Audit 2009 Data	Yes	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Congregation of the Presentation Sisters was founded by Nano Nagle in County Cork in 1775. Prior to this Nano Nagle set up her first school for poor children in Cork in 1754. From here the mission of the Congregation spread throughout Ireland and overseas. Most new convents developed independently but following the Second Vatican Council (1962-1965) many of these autonomous convents decided to come together and in 1976 they formed the Union of Sisters of the Presentation of the Blessed Virgin Mary - also known as the Presentation Sisters Union. The Congregation is committed to participating in the mission of Jesus by working for the transformation of unjust systems, the integrity of creation and the flourishing of humanity and the earth. Today, Congregation sisters are involved in the following ministries; education, faith and spirituality, healthcare and healing, justice, peace and integrity of creation and social and pastoral ministry. Along with four other Congregation's, Presentation Sisters second level schools are under the trusteeship of CEIST (Catholic Education, an Irish Schools Trust).

Presence in Ireland

1. South West Province

At the time of compiling audit data a total of 229 Sisters in the South West Province were living and ministering in 52 residencies in Counties Cork, Kerry, Limerick and also in Slovakia and Dublin. A total of 57 Sisters are involved in a variety of ministries including education, pastoral work, catechetical and faith formation health care, justice, peace and the integrity of creation. Many sisters are formally retired but continue to dedicate their time and energy and engage in much voluntary work in the local community including working with prisoners, homeless people, migrants and refugees.

2. Northern Province

A total of 212 sisters are members of the Northern Province. The sisters minister and reside across 35 locations in Counties Galway, Westmeath, Laois, Dublin, Cork, Louth, Antrim, Fermanagh, Down, Kildare and Carlow. Of these approximately 50 sisters are involved in the following ministries: education, faith development, pastoral work, chaplaincy, global education experience, counselling, administration, child safeguarding, vocation promotion and formation.

3. South Eastern Province

A total of 179 sisters are part of the South Eastern Province. The sisters minister and reside in 31 locations both across and outside of the Province in Counties Wexford, Carlow, Limerick, Tipperary, Kilkenny, Kildare, Dublin, Armagh, Tyrone and Waterford. A total of 50 sisters are involved in the following ministries: education, pastoral work, retreat work, prayer groups counselling and global education experience.

In summary, 620 sisters reside in 118 communities across the three Provinces of the Congregation. A total of 157 sisters have some form of ministry with children. These sisters are guided by the child protection policies in their places of ministry. Each Province has a designated liaison person and a safeguarding co-ordinator. These safeguarding roles are held by members of the Congregation. Lay people have been appointed to other safeguarding roles for example Provincial safeguarding committees.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are	✓		

	required to comply with it.			
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy should be written in the context in which this Congregation operates; the policy does not convey the character and function of the Congregation.
2. How the Congregation manages those who pose a risk to children requires expansion to include for example, use of professional risk assessment if deemed appropriate, use of safety plans.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		

2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.		✓	
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI		✓	

Recommendations:

1. It is stated in the document that there should be a clear complaints procedure in place. This needs to be drafted and included in the document.
2. There needs to be a separate section which outlines the policy on confidentiality and information sharing. It should not be included as an appendix.
3. The contact numbers for both statutory child protection agencies must be included.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.		✓	

Recommendation:

A sample declaration form should be included as an appendix.

	Criteria - Codes of behaviour	Fully in Place	Partial ly in Place	Not in Plac e
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).	✓		
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.	✓		
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.	✓		
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.	✓		
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.	✓		

	Criteria - Operating safe activities for children	Fully in Place	Partial ly in Place	Not in Plac e
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.		✓	
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Recommendation:

- Specific mention must be made of supervision ratios regarding adults to children in line with best practice.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.	✓		
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.		✓	
5.5	Church organisations establish links with statutory child protection agencies to develop	✓		

	good working relationships in order to keep children safe.			
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Recommendations:

- Contact details for both child protection services should be included in policy.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.	✓		
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.		✓	
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.		✓	

Recommendations:

1. As per NBSCCCI criteria specific guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community is required.
2. Full guidance regarding how the Congregation supports those who have perpetrated abuse is required.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.	✓		
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.		✓	
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Recommendations:

- The actual processes with regard to ascertaining the views of parents/children/ stakeholders should be stated in the document. This would enable viewers of the policy document to ascertain a sense of the work of the Congregation.

Overall Child Protection Policy Rating: Excellent.

Conclusion

Congregation Leadership co-operated fully and at all times during the audit process. It is clearly evident that the Congregation is continually committed to demonstrating high-quality child safeguarding practices and it is fully cognisant of the child safeguarding process. The review of the child protection policy concluded that it was excellent meaning the policy document contained all the required elements as outlined in the NBSCCCI Standards Guidance document and was fit for purpose. Sisters in ministry outside of the Congregation follow the child safeguarding policies in their places of work. There has been no case of an allegation being made known to the Society that falls within the remit of this audit. The audit team do not have any concerns about this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The NBSCCCI conducted its audit of the safeguarding policy, procedures and practice of the three Irish Provinces of the Presentation Sisters in June 2014. The reviewers noted of having seen a great deal of evidence of

expertise, knowledge, skill and commitment among members of the Union of Presentation Sisters who have specific child safeguarding responsibilities. The three recommendations contained in the NBSCCCI report have been implemented by the Congregation.

In January 2015 the Northern and South East Provinces amalgamated to form one Province - the North East Province. A new safeguarding committee, comprising experienced sisters and lay colleagues was set up to cover safeguarding areas in the new Province. A designated liaison person was also appointed. The common child safeguarding policy document was revised in 2015. The contact numbers for both statutory child protection agencies are included in this document. The Province is in course of conducting a training need analysis and maintaining up-to-date Garda vetting procedures. Training, by the NBSCCCI, for safeguarding committees is scheduled to take place in 2016. Congregation safeguarding trainers remain committed to updating training as and when required. The full Congregation is committed to implementing the NBSCCCI revised standards in 2016 and including the recommendation referred to in this report.

It is clear to the audit team that the Congregation of the Presentation Sisters is continuing to implement best child safeguarding practices.

24. Religious of Jesus and Mary (RJM)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	No	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	No	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Religious of Jesus and Mary was founded by Claudine Thevenet in France in 1818. The purpose of the Congregation was to provide education for girls, and for this the Congregation developed boarding schools and academies. After the death of the foundress the Congregation continued to expand, establishing themselves in India,

Canada, and England. The Congregation came to Ireland in 1912, establishing a school in 1916 in Mayo, and subsequently extended their education ministry Counties Galway, Sligo and Dublin. Recently, four secondary schools have been transferred to the charge of the Le Chéile Trust, while the Congregation, through its provincial council, acts as trustees to two primary schools.

At the time of information gathering for the audit there were 15 members of the Congregation present in Ireland age range 53-74 years. All sisters are engaged in educational ministry, including school principal posts, chaplaincy, diocesan advisors, parish work, individual tuition, rainbow group, language support, speech and drama, and sub-teaching when required.

The Congregation has its own child protection policy, and the sisters are familiar with and guided by the safeguarding policies of the schools and organisations in which they minister.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: April 2013

The document reviewed for this audit was the Congregational policy document; the Congregation submitted documentation in relation to the Jesus and Mary schools which were not included in the review of the policy.

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
	<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial or a religious congregation).		✓	
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.	✓		
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level is necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy document should outline clearly the procedures by which the policies will be implemented
2. The actual child protection policy document should be signed by the Provincial.
3. The document should reference the different aspects of the ministry of the Congregation; the school's policy was submitted, and it would be helpful if this were referenced in the main policy document.
4. The definitions of abuse require expansion to include signs and symptoms.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.	✓		
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.	✓		
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI.	✓		

Recommendation:

- There is a need for a more robust procedure in relation to record maintenance and storage.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting		✓	

	Church personnel and assessing their suitability to work with children.			
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			✓

Recommendation:

- The policy needs to expand on safe recruiting of personnel and assessing their suitability for working with children should be managed by the use of application forms, verification of qualifications, interview, declaration forms, references, vetting, written statements of terms of contract, induction, probationary period, keeping records, confidentiality, and on-going supervision. In this respect it would be useful to include as appendices sample forms.

	Criteria – Code of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).		✓	
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.		✓	
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.		✓	
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendation:

1. It is recognised that the Congregation has a signed anti-bullying charter. A specific anti-bullying policy is required in the Congregation's document.
2. A specific policy in relation to ways in which church personnel can raise

concerns, allegations or suspicions about unacceptable behaviour towards children by church personnel or volunteers, confidentially if necessary.

(Whistle blowing policy)

3. Clear guidance in respect of the management of children's unacceptable behaviour is required- in ways which do not involve physical punishment or any other form of humiliating or degrading treatment
4. A more detailed anti-discriminatory policy is required.
5. Mention to guidance on the intimate care of children, which references appropriate/inappropriate touch, and children with disabilities is required.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.		✓	
3.11	When operating projects/ activities children are adequately supervised and protected at all times.		✓	
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendation:

- The policy needs to expand on safe activities, vetting for events, parental consent, safe usage of information technology, health and safety policy, lone working.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary		✓	

	processes, managing risk, acting as designated person.			
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.		✓	

Recommendation:

- The child protection policy needs to specifically outline training for all personnel working with children, course attendance, induction of staff into child protection policy, provision of specialist training where required, and ensure that such training is appropriately approved. This document only makes brief reference to the provision of training.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.		✓	
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.		✓	

Recommendation:

- The Provincial Superior advised that the policy document is available and on display on the Congregation's homes. This needs to be reflected in the document. There is no evidence from the policy and how children are made aware of it. The Congregation need to expand on establishing links with the statutory child protection agencies, and its communications policy which reflects a clear and transparent approach to child protection.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.		✓	
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			✓
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. The policy needs to be more robust and much more specific with how to respond to and support a child who may have been abused, those who have experienced abuse, and those who have perpetrated abuse.
2. Policy needs to expand on accessing support on child protection. The document should reference the availability of all support services available, and should include contact details for all such services.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.		✓	
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.		✓	
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.		✓	
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendation:

- There are no specific processes in the policy of a written plan to keep children safe, of financial resources being available, monitoring compliance arrangements, parishioners views on the policy or that allegations/suspicions are recorded and stored securely. These are all required.

Overall Child Protection Policy Rating: Satisfactory

Conclusion

The Religious of Jesus and Mary engaged well with the audit and demonstrated a clear understanding of, and commitment to the child safeguarding process. They have appropriate systems in place to ensure that this will continue to be the case. Their child protection document has been rated as satisfactory, meaning that it has the basic elements required of a child protection policy with some adjustments required. The audit team is aware that not all of the safeguarding work being implemented by the Congregation is accurately reflected or included in the policy document. It is noted also that where appropriate the sisters are familiar with and guided by the policies of their individual ministries. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation was the subject of a safeguarding audit by the NBSCCCI in July 2015; this concluded that there were no safeguarding concerns in relation to this congregation. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

25. The Religious of the Sacred Heart of Mary (RSHM)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	No	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Religious of the Sacred Heart of Mary were founded in France in 1849 by Fr Jean Gailhac who wanted to develop a ministry to the women of Beziers who had become engaged in prostitution. He was joined in this work, by a woman, Appollonie Cure, who together with four other women joined him in an orphanage and refuge for women, the Good Shepherd, which he had founded already. These five women became the first sisters of the congregation. The sisters transformed the house into one of refuge for girls at risk, and opened a boarding school. The congregation came to Ireland in 1870, establishing a community in Lisburn, and later opening their first Irish convent in Waterford in 1879. The congregation is present in the Americas, Europe and Africa. Ministry in Ireland includes education, parish ministry, chaplaincy, working with the travelling community, and adult literacy.

At the time of information gathering for the audit, there were 45 sisters present in Ireland with the age range from 60 to 90 years. Of these, nine have current ministry with children outside of the Congregation and six had access to children through their work.

The Congregation has developed its own child protection policy.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: February 2010

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

The Congregation submitted its unsigned five page 'Child Protection Policy' dated February 2010. Contained in the policy is the Congregation's commitment to

following the above named NBSCCCI document, and to immediately reporting allegations to the statutory authorities. With regard to reporting to the statutory authorities there is particular reference to the State guidelines specifically Children First. The Congregation has omitted sections of the NBSCCCI policy document as they do not relate to their functioning in Ireland. The contact details for the DLP and the statutory child protection agencies were not included. These require immediate insertion. The DLP has assured that all sisters are aware of the procedures and sisters in minister follow the child safeguarding policies in their places of ministry.

Conclusion

The Religious of the Sacred Heart of Mary engaged well with the audit process. The Congregation's current safeguarding policy is adequate given its functioning in Ireland and its small numbers of sisters engaged in ministry with children. The DLP has demonstrated a good understanding of the child protection system. It is noted that those sisters who engage in ministry outside the direct remit of the Congregation adhere to the relevant safeguarding policies of the organisations for which they work. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation was audited by the NBSCCCI in April 2015; this audit noted that the sisters were aware of their safeguarding responsibilities, and recommended an updating of the policy document in line with the 2016 revised standards and guidance document. The Congregation is committed to developing its policy in line with this recommendation.

26. Religious Sisters of Charity (RSC)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009		4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

In 1815 the Religious Sisters of Charity was founded by Mary Aikenhead in Dublin. In the 1820's and 1830's the work of the Religious Sisters of Charity grew and expanded from Dublin to Cork, and to Australia in 1838. This work included the establishment of schools, hospitals and orphanages for people in need, and the visiting of the poor, especially the sick in their homes, and those in prison. From 1858 the Congregation continued to grow and spread in Ireland, England, Scotland, California, Venezuela, Nigeria, Zambia, Malawi & Australia. In Ireland the Congregation became involved in prison ministry in 1821 and later opened its first school in 1830 in Gardiner Street, Dublin. In 1834 St. Vincent's Hospital opened a house on St. Stephen's Green. It was the first hospital staffed by nuns in the English-speaking world. In 1876 the Congregation took over the running of Temple Street Children's Hospital. Three years later Our Lady's Hospice in Harold's Cross, Dublin was opened. Foxford Woolen Mills in County Mayo was established in 1892 to improve the social and economic conditions of the people in Foxford.

In 2012 there were 235 sisters in the Irish Province. Of these seven sisters have ministry involving children in the fields of education and further sisters, in pastoral ministry, have indirect involvement with children. Other ministries of sisters involving adults include administration, healthcare, education, pastoral and social, spirituality, counselling, social innovation, homelessness, immigrant support, prison chaplaincy and counter trafficking. All sisters in ministry are guided by the children protection policies in their respective places of work i.e. Department of Education and respective parishes/ dioceses.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: Undated.

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009).

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.			✓
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.			✓
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy should follow the format as outlined in the NBSCCCI, and written in a way that is sequential and clearly outlines all aspects of the safeguarding process.
2. The policy needs to be signed by the leadership of the Congregation.
3. The process for review of the policy needs to be inserted into the document.
4. The policy needs to be much more specific in the area of management of those who may pose a risk to children.
5. The definitions of abuse in the policy are inadequate and must be re-defined to include signs and symptoms.
6. The policy must state that all allegations are reported to the statutory authorities 'without delay'. It is not the role of the child protection delegate to decide if this to happen. This decision is solely in the remit of the statutory authorities.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.		✓	
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.		✓	
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.			✓
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. The step by step guidance needs to be revised to include a concise flow chart outlining the steps that are taken in the event of a report or suspicion of abuse.
2. Reference must be made to the current child protection procedures in place, in terms of legislation, guidance and reporting obligations.
3. The role of the designated officer needs to be clearly re-defined in line with current guidance.

4. A dedicated section needs to be included in the report in relation to the recording process of allegations, suspicions, and referrals. Mention must also be made in reference to secure storage of all data.
5. A complaints procedure regarding unacceptable behaviour towards children, with attendant timescales for resolution of such complaints should be included in the policy.
6. There should be specific guidance on confidentiality and information sharing which makes it clear that the protection of the child is paramount.
7. Contact details for local child protection services should be included in the policy.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.		✓	

Recommendation:

- Though not stated in policy the audit team has been informed that the Congregation implements Garda vetting processes. The above section needs to be completely re-drafted in line with best practice and guidance.

	Criteria – Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-			✓

	blowing'), confidentially if necessary.			
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.		✓	
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/intimate care of children with disabilities, including appropriate and inappropriate touch.	✓		

Recommendations:

1. A policy on anti-bullying is required.
2. A whistle –blowing policy is required.
3. A clear programme of behaviour management for children which does not involve physical punishment or any other form of degrading or humiliating treatment is required in the policy.
4. Anti-discriminatory policy is required.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		

4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.		✓	

Recommendation:

- The Provincial Leader advised the audit team that safeguarding training has been completed by those with safeguarding roles. This is not referenced in the policy document. Comprehensive guidance on all aspects of training for personnel working with children needs to be drafted and included, in line with guidance from the NBSCCCI.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.		✓	
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.		✓	
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓

Recommendations:

1. There needs to be a process whereby children are informed of their rights to be safe from abuse and to whom they can speak if they have any concerns.
2. The Provincial Leader has advised that the contact details for the statutory child protection services, helplines, and the designated liaison person are available in all of the Congregation's relevant local areas. These need to be included in the policy.
3. A clear communication strategy must be developed in regard to the policy.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.		✓	
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.		✓	
6.4	Information is provided to those who have experienced abuse on how to seek support.		✓	
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.		✓	

Recommendation:

- More detailed guidance is required in respect of the criteria listed in this standard.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.		✓	
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.			✓
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendations:

- The Provincial Leader advised that ample resources are available to implement the Congregation's safeguarding tasks and secure storage is available if required. Again, these are not referenced in the policy document. The criteria above need to be referenced in the policy document in a manner that is appropriate to the Congregation.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

The Congregation has had an extensive and valuable history involving children through the ministries of care and social services. The Congregation demonstrated its commitment to both the audit process and its efforts in keeping children safe. It appears that not all of the Congregation's safeguarding practices reflected are in their safeguarding policy document. The policy document was reviewed as satisfactory meaning the basic elements required of a child protection policy are in place. Further work is required in order for the Congregation to produce a child safeguarding policy document that meets all of the necessary requisites required. It is clear that sisters in ministry are required to abide by the child safeguarding policies in their places of ministry. There has been no case of an allegation being made known to the Congregation that falls within the remit of this audit.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation updated its safeguarding children and vulnerable adult's policy in 2014. An anti-bullying policy and charter and a reference to Garda vetting procedures have been inserted. The Congregation's safeguarding policies were reviewed by the NBSCCCI with its report published in 2015. Recommendations contained in the report included the need for the Congregation to develop a clear child safeguarding policy and procedures policy document which covers all aspects of the NBSCCCI standards and for the Congregation to consider its

advisory panel position. This safeguarding structure would assist the Congregation in managing allegations.

It is clear the Congregation has followed procedures and issued a revised child safeguarding policy document in 2014. As stated above, further work is required by safeguarding leadership and personnel to develop a quality child safeguarding policy document in line with best practice.

27. Congregation of the Sacred Heart Fathers (SCJ) (Dehonians)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Sacred Heart Fathers is a group of priests and brothers living religious life in community in Britain and Ireland and throughout the world. The Congregation was founded in France by Leo Dehon in 1878. The Congregation first came to Ireland in 1978 when a house was established in Rathgar, Dublin. At this time the Congregation's focus was on formation and preparing candidates for priesthood and religious life. The Sacred Heart Fathers moved to Inchicore Rd, Dublin the following year. In 1982 the Congregation commenced operating the parish of St. John Vianney, Ardlea Road, Artane, Dublin 5 on behalf of the Dublin Archdiocese.

At the time of compiling audit data, the Congregation had nine members present in Ireland. Members today are either involved in parish ministry or retired. Those in parish ministry implement the child safeguarding and protection policy of the Archdiocese of Dublin. The Congregation is a member of the National Case Management Reference Group established by the National Board for Safeguarding Children in the Catholic Church in Ireland. It is committed to accessing this group if the need arises.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: February 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *he CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the	✓		

	different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.			
1.6	The policy states how those individuals who pose a risk to children are managed.			✓
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy document should be signed by the Provincial.
2. The policy needs to expand on how those who pose a risk to children are managed.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with		✓	

	clear timescales for resolving the complaint.			
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI	✓		

Recommendations:

1. The policy needs to include a flow chart that describes the child protection reporting process. It needs to outline the process of listening to a person who admits abuse and managing anonymous allegations. Examples of forms for recording details of concerns need to be placed in the appendix.
2. Maintaining records and storing confidential records process needs to be clearly stated.
3. The policy needs to state clearly the approach to dealing with complaints made by adults and children about unacceptable behaviour towards children.
4. The process of guidance about the area of confidentiality and appropriate information sharing needs to be stated.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

Recommendations:

1. A sample standard application form and declaration form should be included as an appendix.
2. The recruitment and vetting policy needs to be expanded to clearly outline the process for lay people who work for the Order.

	Criteria – Code of behaviour	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.			✓
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendation:

- The Sacred Heart Fathers need to design an appropriate and inappropriate touch policy, transporting children policy, code of behaviour for children, code of behaviour for adults, anti-bullying policy, whistle blowing policy, etc.

	Criteria - Operating safe activities for children	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.			✓
3.11	When operating projects/ activities children are adequately supervised and protected at all times.			✓
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

- The Sacred Heart Fathers need to expand and create policies on safe activities, vetting for events, parental consent, imaging children/mobile phones/I.T. equipment, health and safety policy, lone working and supervision ratio policy in line with best practice.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.			✓
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.			✓
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.		✓	

Recommendations:

1. The Sacred Heart Fathers need to incorporate into its appendix a record of course attendance, induction, and course evaluation format to evidence that the standard is being met.
2. The policy needs to evidence how staff are inducted and that training programmes are updated in line with current legislation, guidance and best practice.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
5.1	The child protection policy is openly displayed and available to everyone.		✓	

5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.		✓	
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.		✓	

Recommendation:

- The policy needs to evidence how the policy is openly displayed, how children are made aware of the policy, how links will be made with the statutory child protection agencies and a communications policy.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.	✓		
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.		✓	
6.4	Information is provided to those who have experienced abuse on how to seek support.		✓	

6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓
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Recommendation:

- The policy needs to be more robust with how to respond to and support a child who may have been abused, those who have experienced abuse, and those who have perpetrated abuse.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.			✓
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendation:

- The policy needs to evidence better financial resources, monitoring compliance, parishioner's views on policy and the process of incidents, allegations, suspicions of abuse and how they are stored securely.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

The Sacred Heart Fathers is a small Congregation numbering nine members in Ireland. The ministry of members is solely parish diocesan ministry within the Dublin Archdiocese. These members are committed to implementing the diocesan child safeguarding policies and procedures. The Congregation's own child safeguarding policy document is adequate given its overall functioning and small presence. It is clear the Congregation is committed to demonstrating best child safeguarding practice in Ireland. There has been no case of an allegation of child

sexual abuse against any member being received by the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Provincial Superior advised that the NBSCCCI undertook a review of the Congregation's child safeguarding practices. The Congregation has implemented the four recommendations contained in the review report. The Congregation re-iterated its commitment to maintaining a high level of child safeguarding and to ensuring that the safeguarding policy is reviewed and updated to reflect best safeguarding practice including the NBSCCCI revised guidelines in 2016 and the recommendation referred to in this report.

28. Sacred Hearts Sisters (SS.CC)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Congregation of the Sacred Hearts is a worldwide Religious Order of men and women whose mission is to contemplate, live and proclaim God's love in the world. The Congregation was founded in France in 1800 at the peak of the French Revolution. It is an Apostolic Religious Congregation of pontifical right, founded by Pierre Coudrin and Henriette Aymer de la Chevalerie. Brothers and sisters, united in the same charism and the same union form a single Congregation approved in 1817 by Pope Pius VII.

There are 12 sisters in the Sector (the name for the Irish group which is part of Northern Europe province) who reside in two houses which are attached to a single community in Dublin. Of these two sisters are involved in education ministries with

children. Other sisters are involved in parish pastoral work, international ministry and nursing which is adult based. All sisters involved in ministry where children are present are guided by parish child protection policies.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: April 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2008)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.			✓

1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.			✓
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level is necessary, this should be consistent with the diocesan or congregational policy and approved.		✓	

Recommendations:

1. The policy document should include provision for regular review.
2. The policy should address child protection in the different aspects of the Congregation's work.
3. The policy should state how those individuals who pose a risk to children are managed.
4. The policy should clearly state that all child protection concerns are reported to the civil authorities without delay.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.		✓	
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.		✓	
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These			✓

	will be stored securely, so that confidential information is protected and complies with relevant legislation.			
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI.			✓

Recommendations:

1. The procedure should clearly set out step by step guidance on what action to take if there are allegations or suspicions of child abuse (historic or current)
2. The procedure should be consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.
3. The designated officer role and attendant responsibilities for safeguarding children at congregational level must be clearly defined.
4. There must be a process for recording incidents, allegations and suspicions and referrals. These must be stored securely so that confidential information is protected and complies with relevant legislation.
5. There should be a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any			✓

	previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			
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Recommendations:

1. The policies and procedures should say more about safe recruitment and vetting and indicate the policy is in line with best practice i.e. the use of application forms, thorough interviewing, and appropriate vetting and reference checks.
2. A statement should be included indicating that those in a position of trust and/or have regular contact with children, must complete a declaration form.

	Criteria – Code of behaviour	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.		✓	
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. An anti-bullying policy is required.
2. A whistle-blowing policy is required.
3. The policy should include clear advice on dealing with children's unacceptable behaviour that does not involve physical punishment or any other form of degrading or humiliating treatment.
4. The policy should include clear advice on the personal/intimate care of children with disabilities, including appropriate and inappropriate touch.

	Criteria - Operating safe activities for children	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.		✓	
3.11	When operating projects/ activities children are adequately supervised and protected at all times.		✓	
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

1. The policy should provide guidance on assessing all possible risks when working with children.
2. The policy should clearly state that when operating projects/activities children are adequately supervised and protected at all times.
3. Guidelines must also be in place for appropriate use of information technology.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.		✓	
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendations:

1. The policy should clearly state that all personnel with extra child protection responsibilities are provided with specialist training
2. The policy should clearly state that all personnel receive induction training on the child protection policy and procedures when they commence work with the congregation.
3. The policy should clearly state that all personnel are provided with appropriate child protection training.
4. The policy should state that all training programmes are approved by the NBSCCCI.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.		✓	
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓

Recommendation:

- With the exception of 5.1 further work is required of the Congregation to include guidance in their policy document regarding the remaining five criteria.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.			✓
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.		✓	
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendation:

- All of the above criteria require inclusion, appropriate to the Congregation's functioning, in the policy document.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓

7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.			✓
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.			✓

Recommendation:

All of the above criteria require inclusion, appropriate to the Congregation's functioning, in the policy document.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

The Congregation engaged with the audit team at all times during the audit process. The Congregation itself does not provide any direct ministry to children in the Republic of Ireland. There has been no case of a child sexual abuse allegation being made against a member. The Congregation's current safeguarding policy is adequate and deemed appropriate given its small presence in Ireland which consists mainly of elderly retired sisters and that it does not provide direct ministry with children. Sisters in ministry are committed to adhering to the policies in their respective places of ministry. The audit team have no concerns about this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The NBSCCCI reviewed the Congregation's child safeguarding policies, procedures and practices in May 2015. The reviewers concluded that there are no concerns about the child safeguarding practices within the Congregation and that it is committed to adopting the revised NBSCCCI guidelines in 2016. Lastly, sisters are no longer involved with children in any of their current ministries.

29. Salesian Sisters (FMA)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	No	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	No	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	N/A	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Salesian Sisters were founded in Italy in 1872 by John Bosco and Mary Mazzarella. It is an international Congregation present in some 94 countries, with over 12,000 members worldwide. They first came to Ireland in 1920, to Limerick, where they founded a night school for local girls who worked during the day. Their educational ministry expanded, with the opening of other schools, and the Congregation in the past, have owned, managed and staffed schools in Limerick, Clare and Offaly. Today, the sisters are involved in a wide variety of ministries, including parish ministry, youth clubs, counselling, social work, youth retreats, sacramental preparation, and prayer groups.

At the time of information gathering for the audit, there were 72 members present in Ireland, with a median age of 73.6 years.

The Congregation has its own child protection policy, as well as adhering to the policies of the organisations for which the sisters are engaged in ministry that is the Department of Education and Skills, and the relevant diocesan policies.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: July 2012

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pl ac e
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.			✓
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.		✓	
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.			✓
1.7	The policy clearly describes the Church's understanding and definitions of abuse.			✓
1.8	The policy states that all current child	✓		

	protection concerns must be fully reported to the civil authorities without delay.			
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. A clear process of review must be included in the document, with reference to any changes which may be occasioned by changes in guidance or legislation.
2. The policy should reference the different types of ministry engaged in by the order, and ensure that these are covered fully in relation to the policy.
3. There must be comprehensive guidance in the policy on the management of those who pose a risk to children.
4. The policy must state the Church's understanding and definitions of abuse.
5. The role of the designated person needs to be defined clearly in line with the safeguarding board's guidelines.
6. The seven standards are referenced in this document with 'Resources' included as appendices; the document must fully expand on all of the standards, with attendant procedures for implementation, within the main body of the document, for ease of understanding and greater clarity.
7. The document states that in the event of an allegation, the name of the alleged abuser will be kept confidential and known only to the provincial and the statutory authorities-this is disingenuous and needs to be removed from the document-clear guidance on the sharing of information and confidentiality, at all stages of the safeguarding process, requires inclusion in the policy.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.			✓
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or		✓	

	congregational level.			
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.			✓
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.			✓
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. More clarity and comprehensive guidance is required in respect of step by step procedures with regard to the processing of allegations, or suspicions of abuse both current and historic.
2. Procedures need to be re-written and evidenced, by reference to steps to be taken at all stages of the safeguarding process.
3. The role of the designated officer requires re-drafting to explicitly describe the role, and its attendant responsibilities.
4. A dedicated section on the recording and storage of confidential information is required and that references the requirement for secure storage, and references relevant legislation.
5. A complaints procedure relating to unacceptable behaviour towards children, with clear timescales for the resolution of same is required.
6. The policy must address clearly the importance of confidentiality, which includes that the welfare of the child is paramount. All aspects of the issues regarding confidentiality must be addressed.
7. Contact details for local child protection services should be inserted into the policy.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

Recommendation:

- The policy on recruitment needs to be addressed in a much more comprehensive manner. It is dealt with in a perfunctory manner in the policy document, although sample application forms, reference requests, and declaration forms are included as appendices. These forms themselves are insufficiently detailed.

	Criteria – Code of behaviour	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.		✓	
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).		✓	
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. A sample code of behaviour included in the appendices is taken directly from the NBSCCCI and states clearly that it is a “sample” code; it is useful as guidance in development of a code of behaviour -the order needs to use this as a basis for a code of behaviour specific to their ministry and include this in the policy.
2. An anti-bullying policy needs to be drafted for inclusion in the policy.
3. A clear, succinct “whistle blowing policy” needs to be drafted and included.
4. A clear separate policy for dealing with children’s unacceptable behaviour that does not involve physical punishment or any other form of degrading or humiliating treatment is required.
5. An anti-discrimination policy is required.
6. Guidelines on the intimate care of children with disabilities, including appropriate and inappropriate touch is required.

	Criteria - Operating safe activities for children	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.			✓
3.11	When operating projects/ activities children are adequately supervised and protected at all times.			✓
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

1. There is a ‘best practice’ guide included as an appendix which references briefly the above criteria; this is insufficient, and needs to be expanded to cover comprehensively all areas of the above, in the main body of the policy document.
2. The issue of appropriate supervision levels needs to be addressed in the document.
3. The policy on the safe use of information technology is contained in the best practice guide in the appendices- this should be in the policy document itself.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
4.1	All Church personnel who work with children		✓	

	are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.			
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.		✓	

Recommendations:

1. The section in the policy in regard to training, references, albeit correctly, the training requirements of the order however, it is insufficient to merely state what is required; evidence needs to be included in relation to how the policy will be implemented.
2. Reference to specialised training requires expansion i.e. who will receive this, the nature of the training and the updating of training in line with changes in legislation and Church guidance.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
5.1	The child protection policy is openly displayed and available to everyone.		✓	
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓

5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓
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Recommendations:

1. The section relating to “Communicating the Church’s Safeguarding message is confined to two paragraphs in the policy document. Each of the above criteria needs to be addressed individually, and given due importance within the policy document; with clear indicators of how, when and by whom the requisite actions required are carried out.
2. The document must state explicitly how and where the policy is displayed and promulgated.
3. Contact details of local child protection services should be displayed at all locations where the Congregation has ministry.
4. The policy should reference the establishment of good working relationships with statutory child protection agencies in order to keep children safe.
5. A clear communications policy with all relevant stakeholders in respect of the safeguarding process is required, with procedures for its implementation.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			✓
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children’s safety.			✓

Recommendations:

1. The section on access to advice and support needs to be redrafted with specific guidance included in regard to all of the above criteria.
2. Although the policy references the provision of a support person for the complainant there is no reference to what the role of the support person is, or what pastoral support is. This should be included in the policy document.
3. In addition to the role of an advisor appointed to a respondent not being explained there is no reference to helping those who have perpetrated abuse to face up to the reality of abuse, or the promotion of their healing, in a manner that does not compromise the safety of children.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.		✓	
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.			✓

Recommendations:

1. Perfunctory reference is made to implementation and monitoring process; these need to be dealt with in a much more detailed manner: specific areas of responsibility in these areas need to be clearly allocated, with clear timeframes indicated in the policy.
2. Reference must be made to the provision of adequate resources in respect of implementation.
3. A procedure for obtaining feedback from parishioners/ parents/ carers needs to be drafted and included in the policy.
4. A policy in respect of the recording and storage of information is required.

Overall Child Protection Policy Rating: Unsatisfactory.

Conclusion

The Salesian Sisters engaged fully with the audit process. Despite the policy being rated as being unsatisfactory, meaning that it lacked understanding and requires re-drafting the Congregation has demonstrated, evidenced through correspondence, an understanding of and commitment to the child safeguarding process. It is noted that child protection policies are followed by those engaged in ministry outside of the Congregation. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation informed the audit team that their child protection policy was updated in 2013 and further, the Congregation was reviewed by the NBSCCCI in November 2015. The NBSCCCI reviewer noted no concerns in relation to the child protection practices of the Congregation. Lastly, the Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016 and the recommendations referred to in this report.

30. Sisters of Christian Instruction (SCI)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	No	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Sisters of Christian Instruction, known as the Sisters of St Gildas, is of diocesan jurisdiction, the mother diocese being the diocese of Nantes, Loire-Atlantique, France. The Congregation was founded in 1820 by Gabriel Deshayes, a priest, and a young woman, Michelle Guillaume, for the education of the poor of rural areas. The

Congregation first came to Ireland in 1957 at the request of the White Fathers, to work in their seminary, in Co Cavan, catering for the material needs of the seminary. In 1993 the Congregation made a foundation in Ireland, in Bray Co. Wicklow, whose purpose was to offer a community base for the Irish members of the Congregation based in England, visiting sick members of their family in Ireland. Three sisters were assigned to this work and also to offer their services in the local parish, in agreement with the Archbishop of Dublin. The Congregation has never owned nor operated an institution in Ireland. At the time of compilation of information of the audit, there were three retired sisters present in Ireland, of whom only one is engaged in pastoral diocesan ministry and with a local voluntary charitable organisation.

The Congregation does not operate its own child protection policy, rather the sister engaged in ministry is familiar with the diocesan and respective organisational safeguarding documents, and is guided by these in her ministries.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

As the Sisters of Christian Instruction has a very small presence in Ireland which does not involve direct specific ministry with children they do not have a child safeguarding policy, procedures and practices document in operation. The Congregational leader has indicated to the audit team that the member in part-time ministry follows the guidelines appropriate to her ministries. The Congregation in England has its own child protection policy, with which the sisters are familiar.

Conclusion

The Congregation engaged well with the audit process, and showed an awareness of and commitment to the child safeguarding process. The one sister engaged in ministry is familiar with and updates her knowledge of child protection as and when required. However, given that it has signed a memorandum with the NBSCCCI which commits them to issuing a form of policy document consideration around this is required going forward. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The audit team was informed that the Congregation's safeguarding practices were audited by the NBSCCCI in May 2015, which audit concluded that there were 'no concerns about the practice within the Sisters of Christian Instruction in Ireland' and the sister in ministry has been Garda vetted as per policy of her place of ministry. The Congregation is committed to working with the NBSCCCI with regard to the revised guidelines being implemented in 2016.

31. Sisters of Christian Retreat (SCR)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	No	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Sisters of the Christian Retreat was founded by Father Anthony Receveur in 1789, the year of the French Revolution. The Sisters of the Christian Retreat came to Tuam, Co. Galway in 1959 where they looked after the boarders in St. Jarlath's College. In 1965 the sisters purchased a convent in Mountbellew, County Galway and established a co-educational school named Holy Rosary College. Congregation sisters previously held both management and teaching roles in the school which is now under the trusteeship of CEIST (Catholic Education, an Irish Schools Trust). The Congregation does not provide or operate any institutions or schools. There were just five sisters residing in the Congregation's single private community in County Galway in 2013. Of these two were involved in education and parish ministry. These sisters adhere to the child safeguarding policies in their places of ministry. The remaining sisters were retired.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

The Superior advised that the Congregation has a very small presence in Ireland. There are two sisters involved in ministries, which are not Congregational and they follow the child safeguarding policies and procedures of the local diocese (a copy was submitted) and the Department of Education and Skills. Each sister is committed to following all guidelines with regard to reporting allegations if required. Given this, a child safeguarding policy document has not developed by the Congregation. This has led to the audit team being unable to complete this section of the report.

Conclusion

The Congregation of the Sisters of the Christian Retreat has a very small community with just five members in Ireland. Regarding the two sisters in ministry both follow the relevant safeguarding policies in their respective places of ministry and are very clear in their role in doing this. The Congregation does not provide any type of facility in Ireland. As mentioned the Congregation has not produced a child safeguarding policy document. However, given that it has signed a memorandum with the NBSCCCI which commits them to issuing a form of policy document consideration around this is required going forward. There has been no case of an allegation of child sexual abuse being made against any member of the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation's was reviewed by the NBSCCCI in 2015. It was noted in the review report that a child safeguarding policy document was developed by the Congregation. This was later received to the audit team. The Congregation was viewed by the NBSCCCI as having an extensive, clear and focused child safeguarding policy document. It was also expressed that the Provincial team has an excellent awareness of child safeguarding matters. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

32. Sisters of Marie Auxiliatrice (RMA)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	No	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	No	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Sisters of Marie Auxiliatrice were founded in France in the 19th century by Marie Therese de Soubiran. Today, the Congregation is present in Europe, Africa, Asia, and Micronesia. The Congregation arrived in Ireland in 1953, opening a hostel for young adult women in Dublin, organising youth clubs from this premises for local children from the age of years. These clubs ceased in 1990, and as a consequence, the Congregation has had no direct ministry with children since then.

At the time of information gathering for the audit, there were seven sisters present in Ireland, with an age range of 49-92 years. Six of the sisters are engaged in various ministries, some active in parishes, and some engaged in ministry with adults. Although the sisters do not work directly with children, the Congregation has developed its own safeguarding guidelines, and where relevant follow the guidance of the organisations for which they minister.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: December 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pl ac e
1.1	The Church organisation has a child protection policy that is written in a clear and	✓		

	easily understandable way.			
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. While there is a significant amount of relevant information contained in the documents presented, the overall policy would benefit, in terms of clarity and ease of understanding were it to be re-formatted in line with the NBSCCCI guidance.
2. The policy should expand more on how those who may pose a risk to children are managed.
3. The words 'without delay' should be referenced in the procedure for reporting to the civil authorities.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child	✓		

	(historic or current).			
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.		✓	
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.			✓
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. Recording and storage of incidents, allegations, and suspicions requires expansion in document.
2. While reference is made to the formulation of a complaints policy, it would be helpful if the complaints policy itself were inserted into the policy document.
3. Guidance on confidentiality and the sharing of information requires a clear dedicated section in the policy.
4. Contact details for local child protection agencies need to be included in the policy.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

	Criteria – Code of behaviour	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).	✓		
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.		✓	
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.		✓	
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.		✓	
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.		✓	

Recommendations:

1. The policy requires fuller guidance on ways church personnel can raise suspicions and allegations about unacceptable behaviour towards children by other church personnel or volunteers (whistle blowing).
2. Management of children's unacceptable behaviour, anti- discrimination

policy, and intimate care of children require fuller guidance, and needs to be addressed in dedicated section of the policy.

	Criteria - Operating safe activities for children	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with</i>	

their central place in the life of the Church.

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.	✓		
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.		✓	
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.		✓	

Recommendations:

1. Contact details for local child protection services and telephone helplines should be included.
2. Links to statutory child protection agencies should be referenced, with the establishment of good working relationships with them, in order to help keep children safe.
3. A separate communications policy, which incorporates the information pertaining to it, should be included.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or			✓

	local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.		✓	
6.4	Information is provided to those who have experienced abuse on how to seek support.		✓	
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.		✓	

Recommendations:

- The criteria above require further or full insertion in the policy document.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.	✓		
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendations:

1. A written plan on implementation requires further expansion.
2. Recording and storage of incidents, allegations, and suspicions requires expansion in document.

Overall Child Protection Policy Rating: Excellent.

Conclusion

The Sisters of Marie Auxiliatrice engaged well with the audit team, and demonstrated a clear understanding of the importance of the safeguarding process. The Congregation has a very small presence in Ireland and the ministry of sisters is external to the congregation. These sisters adhere to the policies where they work. The safeguarding policy document was reviewed as excellent and it demonstrates the work the sisters take to keeping themselves informed of best practice in safeguarding children. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation informed that their policy document was updated late 2014 to integrate the change in Congregational structures in order to ensure the lines of responsibility and accountability regarding child safeguarding within the Congregation remained clear. The designated liaison person continues to update her awareness and skill base in the field of safeguarding and in turn keeps the Congregation's communities updated on safeguarding matters. At the request of the Congregation the NBSCCCI carried out an audit of the Congregation's safeguarding practices in April 2015, in which the Congregation was commended for its approach to child safeguarding, both in Ireland and internationally. The Congregation has committed itself to the full implementation of the revised NBSCCCI guidelines scheduled for implementation in 2016.

Whilst the Congregation has no organisations in Ireland and sisters are guided by the safeguarding guidelines in the organisations where they are in ministry it is clearly evident that the Congregation strives to keep themselves fully apprised of safeguarding matters in Ireland and internationally.

33. Sisters of Marie Reparatrice (SMR)

Report Format	
PART 1 (A)	Audit documentation
PART 1 (B)	Presence of Religious Order in Ireland
PART 2	Child safeguarding policy, procedures & practices review & recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	NA *	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA

4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

** The Congregation was not part of the original audit in 2006. The Congregation did complete the questionnaire in line with current safeguarding policy in 2009.*

PART 1 (B) Overview of Religious Order

The Congregation of the Sisters of Marie Reparatrice was founded by Émilie d'Oultremont de Warfusée, in France in 1857. Eucharistic celebration and Adoration are at the heart of sister's communities and ministry. Its activities include prayer, accompaniment, pastoral ministry, catechesis and retreats. The Congregation arrived to Ireland in 1870 with its first establishment being in Co. Wexford. It later expanded its presence in Ireland to counties Dublin, Cork and Limerick.

Today, the Congregation, comprising 21 sisters in Ireland including the Regional Superior, has four communities in counties Cork, Dublin and Limerick. Of these sisters one is in current in ministry with children. The sister is guided by the child protection policy in the hospital where she serves as chaplain. All of the remaining sisters are in retirement.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: May 2009

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2008)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent</i>	

right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pl ac e
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.		✓	
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.			✓
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.			✓
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy should state what the ministry of the Congregation is, and address the differing aspects of the ministry in the document.
2. The overall policy document, dated 2009 is due for review.
3. The Congregation understands and definitions of abuse need to be expanded.
4. The policy must state that all allegations, concerns and suspicions are reported to the civil authorities 'without delay'.
5. Fuller guidance is required in respect of the management of those who pose a risk to children.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must</i>	

respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.		✓	
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.			✓
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI	✓		

Recommendations:

1. The role of the civil child protection agencies must be clearly referenced in the policy, and procedures contained in the document should be consistent with these roles.
2. Reference must be made to secure storage of information.
3. A dedicated complaints procedure, in respect of unacceptable behaviour towards children, with clear timescales for resolution of these needs to be included in the document.
4. The subject of confidentiality and information sharing needs to be specifically addressed in the policy.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

	Criteria – Code of behaviour	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendation:

- Separate policies are required in respect of anti-bullying, procedures for 'whistle blowing', the management of children's unacceptable behaviour that does not involve the use of physical punishment or any other form of degrading or humiliating treatment, an anti-discriminatory policy, and a policy on the intimate/personal care of children with disabilities, with reference to appropriate/ inappropriate touch.

	Criteria - Operating safe activities for children	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.			✓
3.11	When operating projects/ activities children are adequately supervised and protected at all times.			✓
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

- There needs to be a policy in respect of assessing risks with children when engaged in activities, especially those that involve time spent away from home.
- Proper supervision ratios must be referenced in respect of children involved in projects/activities.
- There needs to be comprehensive guidance in respect of the safe use of all aspects of information technology.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their		✓	

	skills and knowledge.			
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.		✓	

Recommendations:

1. The issue of training is addressed in the policy in a perfunctory fashion. Clear policies and procedures are required in respect of all aspects of training.
2. The Regional Superior has advised that criteria 4.2 - 4.4 are in place. These need to be referenced in the policy document.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.		✓	
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Recommendations:

1. There needs to be a clear procedure for informing children of their right to

- be safe from abuse and who to speak to if they have concerns.
2. The contact details of counselling agencies need to be stated.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.		✓	
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			✓
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. Access to specialist advice and support must include the civil child protection authorities.
2. The Congregation must outline its commitment to establishing contacts with local child protection/welfare services and helplines for the accessing of appropriate advice and support.
3. There must be clear procedures with reference to ways of supporting a complainant, those who have experienced abuse, and those who have perpetrated abuse.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.		✓	
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendations:

1. A written plan for implementation of the policy with attendant monitoring procedures, and named areas of responsibility is required.
2. Resources required for proper implementation must be clearly referenced.
3. There must be a policy on obtaining feedback from service users in respect of the safeguarding policy and procedures.
4. Reference must be made to secure storage of information.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

Congregation Leadership and safeguarding personnel co-operated fully over the course of the audit process. The Congregation's presence in Ireland is small and it does not provide any direct ministry to children. With the exception of one sister all other sisters are retired. The sister, in external ministry with children complies with the child safeguarding policy in her place of ministry. There have been no child sexual abuse allegations against any member of the Congregation. The child safeguarding policy is deemed appropriate given its presence and current functioning in Ireland at present. The audit team do not have any concerns about this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. In August 2014 the Congregation's policy and procedures were reviewed by the NBSCCCI. The review report concluded that the Congregation has developed a comprehensive child safeguarding policy which establishes a strong preventative framework. The Regional Superior informed that the safeguarding document was updated in 2014 and its policy statement continues to be displayed in each community setting. Safeguarding personnel continue to participate in relevant safeguarding training and they are committed to implementing the NBSCCCI revised guidelines in 2016 in addition to the

recommendations referred to in this report. Also, the Congregation no longer has a ministry with children.

It is the view of the audit team that the Congregation is continuing to demonstrate best child safeguarding practice despite its small presence and very limited ministry with children.

34. Sisters of our Lady of the Missions - Notre Dame des Missions (RNDM)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Congregation of the Sisters of Notre Dame des Missions was founded in Lyons, France, on Christmas Day 1861 by Euphrasie Barbier. Her concern was for the poorest and most abandoned in her day, especially the education of children and women. By degrees, new missions were established in every continent of the globe. As sisters retired from education, other ministries for example pastoral ministry and nursing were undertaken with the shortage of vocations in the Western world, the focus has now shifted to the East and to South America and Africa, where our sisters contribute to the development and building up of people there.

Ireland, along with England and Scotland form the Province of the British Isles and Ireland. There are 119 sisters in the full Province with 36 of these residing in Ireland namely Counties Dublin, Louth, Longford, Leitrim and Wexford. A small number of sisters are involved in active ministry where children are present including parish work and voluntary work in schools. These sisters are guided by the child protection policies in their places of ministry. Other sisters are involved in work that is adult based for example work with the elderly, prayer groups and education. The Congregation's schools which have been transferred to a trust are run by lay people.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: Undated.

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2008)

The Congregation submitted its unsigned and undated five page 'Child and Vulnerable Adults Protection Policy'. Contained in the policy is the Congregation's commitment to following guidance noted in the NBSCCCI safeguarding document with regard to the responding to allegations of abuse including guidelines for the child protection co-ordinator and the Congregation's guiding principles that are 'listen, refer and record'. Further contained is the Congregation's processes relating to the management of a member accused of abuse and recruitment and selection. The name and contact details of the Congregation's designated liaison person is not stated. It is advisable this detail and those of the statutory child protection authorities are inserted in the policy document. Sisters in ministry are in compliance with the child safeguarding policies in their places of ministry.

Conclusion

The Province of the Congregation of Sisters of our Lady of the Missions in Ireland is an ageing one with a small presence in Ireland. The Congregation's child protection policy document requires amendment as outlined above. With the inclusion of this detail the document is deemed appropriate given the Congregation's current presence and functioning in Ireland. A very small number of sisters are actively engaged in ministry where children are present. The sisters are required to adhere to the policies where they are in ministry. It is clear sisters are aware of this. There has been no case of an allegation of child sexual abuse being made against any member of the Congregation. The audit team does not have any concerns about this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation's child protection policies and practises were reviewed by the NBSCCCI in July 2014. The reviewers noted that the policy document is reflective of their limited role and that there is a good awareness of the need to create safe environments for children. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016. The DLP has advised that the current policy document has been signed by the Provincial and contains the names and contact details of the Congregation's DLP and the child protection statutory authorities.

35. Sisters of St John of God (SSJG)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	NA	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

** The Congregation was not part of the original audit*

PART 1 (B) Overview of Religious Order

The Congregation of the Sisters of St. John of God was founded by Bridget Clancy, a member of the Bon Secours Sisters and Bishop Thomas Furlong on the 7th October 1871. Saint John of God was chosen by Bishop Furlong as the patron of the Congregation. Starting from a small house in County Wexford, the Sisters began to nurse the sick in their own homes, attending to the needs of both rich and poor. By 1875 the Sisters were nursing in a number of workhouses in Counties Wexford and Kilkenny. Also in 1875 the Congregation commenced education ministry with the opening of a school in County Wexford. Twenty years later the Congregation developed a mission in the Diocese of Perth in Australia. Since that time sisters have completed various missions in Nigeria, West Cameroon, Pakistan and South Africa. Health care, education, social outreach and pastoral care have been the primary ministries of the Congregation since its foundation. The Congregation opened a community in England in the 1920's where they still remain.

At the time of compiling the audit data a total of 135 sisters were resident in Ireland with a small number working in a voluntary capacity in pastoral work, education and social services ministries where children are present. Other ministries not involving children include leadership and administration, altar bread-making and hospitality / catering / gardening. The Congregation is trustee of four primary schools in Counties Wexford, Waterford, Kilkenny and Dublin and has sisters involved on boards of management. It also runs a retreat and conference centre in Co. Wexford. The centre caters largely for adults. However, the facility is available for confirmation and secondary school retreats. In these instances the programmes and the facilitation of same are entirely the responsibility of the school holding events. Neither Congregation sisters nor lay staff are involved with the running of these events. All in ministry are aware of the child protection policies in their respective places of work. The Congregation does not have any ministry that involves direct work with children.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: September 2012

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2008)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pl ac e
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		

1.6	The policy states how those individuals who pose a risk to children are managed.	✓		
1.7	The policy clearly describes the Church's understanding and definitions of abuse.			✓
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy document needs to be signed by the relevant Church authority.
2. Definitions of abuse need to be included in the document.
3. It should be clearly stated that both agencies will be informed of allegations without delay.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).			✓
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.			✓
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.		✓	
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓

2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.			✓
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An. Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. There is guidance in respect of what to do in cases of suspected abuse or allegations of abuse. The document makes a distinction between allegations of abuse against a member of the Congregation and an employee. It also references consultation with the NBSCCCI in relation to allegations, and states that 'if, after consultation with the NBSCCCI, the allegation is deemed to be unfounded, the sister will be returned to her place of ministry'. The document also references 'consultation with the statutory authorities', after which the respondent sister will be informed that the allegation is being 'dealt with in accordance with the procedure of the region'. Further, it states that if the respondent sister refuses to co-operate, advice will be sought from the NBSCCCI. This is both confusing and misleading, and does not give due weight to the role of the statutory authorities in terms of their role, provision of guidance and advice from them, and the reporting imperatives to them, as contained in the guidance and legislation.
2. The policy should fully reference legislation and civil guidance in the document.
3. The policy directs that after a disclosure that the person receiving a complaint should accompany the child to his/her parent or guardian, and tell them exactly what the child has said. This should not always be the case, and the document should state the exception to this.
4. A dedicated policy on the recording and storage of confidential information is required.
5. A complaints procedure is required.
6. Guidance in respect of confidentiality and information sharing which stresses the paramount of the welfare of the child is required in the document.
7. Contact details of the local statutory child protection services need to be included in the policy document.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.1	There are policies and procedures for		✓	

	recruiting Church personnel and assessing their suitability to work with children.			
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			✓

Recommendation:

- All criteria in this section require referencing that is appropriate to the Congregation's functioning and presence in Ireland.

	Criteria – Codes of behaviour	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.		✓	
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.		✓	
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. While a code of conduct is mentioned in the document, it needs to be included in the policy in its entirety.
2. Both anti-bullying and equality policies are required.
3. The policy on 'whistle blowing' needs to be expanded upon.
4. A plan for the management of children's unacceptable behaviour, which does not include physical punishment or any other form of humiliating or degrading behaviour, is required.

5. Guidelines on the personal, intimate care of children, including those with disabilities needs to be included in the document; this guidance to reference appropriate and inappropriate touch.

	Criteria - Operating safe activities for children	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.			✓
3.11	When operating projects/ activities children are adequately supervised and protected at all times.			✓
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

- All criteria in this section require referencing that is appropriate to the Congregation's functioning and presence in Ireland.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.			✓
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendations:

1. Specific guidance is required in respect of all aspects of safeguarding training.
2. This guidance should specifically reference an induction process for all new personnel.
3. While role specific training is referenced in relation to the designated liaison person, this needs to be expanded to all those who have extra responsibilities in the safeguarding process.
4. The policy should state that all training programmes are approved by the NBSCCCI.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.		✓	

Recommendations:

1. Criteria 5.2 require referencing that is appropriate to the Congregation's functioning and presence in Ireland.
2. Contact details for the local child protection services need to be included in the document
3. A separate section on the Congregation's communication policy would be helpful.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.		✓	
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.		✓	
6.4	Information is provided to those who have experienced abuse on how to seek support.		✓	
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.		✓	

Recommendation:

- The section in relation to 'Access to support and advice' is in need of re-drafting to specifically outline the procedures in place to meet the requirements of the differing aspects contained in the standard.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures			✓

	and when these will be completed.			
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendations:

1. An implementation plan, with named areas of responsibility, and attendant timescales is required in the policy.
2. A statement in relation to resource allocation needs to be included in the document.
3. There needs to be a process in place to elicit the views of service users in relation to the safeguarding plan.
4. A dedicated statement on the recording and secure storage of information is required.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

The Congregation co-operated fully with the audit team over the course of the audit process. Their child protection policy was rated as being satisfactory, meaning that it contained the basic elements of a child protection policy, with some adjustments required as per above recommendations particularly those contained under standards one, two, five and seven. These changes will demonstrate in policy form the Congregation's awareness with all matters relating to child protection processes. The Congregation does not have any ministry that involves direct work with children. All in ministry are aware of the child protection policies in their respective places of work. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Regional Leader advised that the child safeguarding policy and procedures document was up-dated in 2014 and that it addresses most of the recommendations referred to in this report. Safeguarding personnel have continued to attend appropriate training held by the NBSCCCI. The Congregation maintained its commitment to conducting ongoing safeguarding awareness training with all sisters including those who work in a voluntary capacity with children (choirs/ homework clubs) and lay staff. The NBSCCCI reviewed the Congregation's safeguarding practices in 2015. The reviewers concluded that the Sisters of St. John of God have in place safeguarding policies and procedures appropriate for the size of the Congregation and the level of direct contact with children.

It is the view of the audit team that though not clearly evident in the safeguarding document of 2012, which has since been updated, the Congregation is committed to

implementing good safeguarding practice. The Congregation must ensure all of its safeguarding activity is reflected in their safeguarding policy document.

36. Sisters of St. Joseph of Cluny (SJC)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Sisters of St. Joseph of Cluny was founded by Anne Marie Javouhey in France, in 1807. Located around the world, its members perform a variety of charitable works, but they devote themselves especially to missionary work and providing education for the poor. The Congregation arrived to Ireland in 1861 and in subsequent years established a number of primary and secondary day and boarding schools in Counties Dublin and Offaly. The secondary schools in Killiney, Dublin and Mount Sackville, Dublin are, along with 13 other religious Congregations part of the Le Chéile Trust. With regard to two schools the sisters are at present co-trustees with the Dublin Archdiocese for a national school and the diocese of Ardagh and Clonmacnoise and the Education and Training Board for a community school.

At the time of compiling audit data a total of 85 Sisters in the South West Province were living in Ireland. Of these, eight were ministering in pastoral and education work outside of the Congregation. The Congregation does not provide any direct ministry with children. The Congregation has its own child protection policy, as well as adhering to the policies of the organisations for which the sisters are engaged in ministry i.e. the Department of Education and Skills, and the relevant diocesan policies.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: Undated.

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pl ac e
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who			

	pose a risk to children are managed.			✓
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendation:

- The policy should state how those who may pose a risk to children are managed by the Congregation.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.		✓	
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.	✓		
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most		✓	

	important consideration. The Seal of Confession is absolute.			
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An. Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI	✓		

Recommendations:

1. The role of the designated liaison officer needs to be clearly set out in the policy.
2. More comprehensive guidance is required in respect of the recording and storage of confidential information in respect of incidents, allegations, suspicions, and referrals.
3. Comprehensive guidance is needed in respect of the issue of confidentiality which makes clear that the protection of the child is paramount.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

	Criteria – Codes of behaviour	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions	✓		

	about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.		✓	
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. A policy on anti-bullying is required.
2. The policy should outline ways of dealing with childrens' unacceptable behaviour that does not involve physical punishment, or any other form of degrading or humiliating treatment.
3. A policy on anti-discrimination is required.
4. Guidelines on the personal, intimate care of children, including those with disabilities needs to be included in the policy.

	Criteria - Operating safe activities for children	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.		✓	

Recommendation:

- Policy on the safe usage of information technology in all its forms is required.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain</i>	

high standards and good practice.

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.		✓	
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established	✓		

	communications policy which reflects a commitment to transparency and openness.			
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Recommendations:

- Specific reference to informing children of their right to be safe from abuse and to whom they can speak if they have a concern should be included in the policy.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.	✓		
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.	✓		

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Full y in Plac	Partia lly in Place	No t in Pla
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		e		ce
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.	✓		
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.	✓		
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Overall Child Protection Policy Rating: Excellent.

Conclusion

The Congregation co-operated fully with the audit team over the course of the audit process. Their child protection policy was rated as being excellent, meaning that it contained all the elements required of a child protection policy. The Congregation does not have any direct ministry with children. Sisters in ministry are committed to adhering to the child protection policies in their places of work. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Province Leader advised that in January and March 2015 safeguarding training, facilitated by the Dublin Archdiocese and diocese of Ardagh and Clonmacnoise, was provided for sisters in three locations across Ireland. The safeguarding policy document was revised in April 2015. In September 2015 the NBSCCCI published its review report regarding its assessment of the Congregation's child safeguarding practices. The reviewers noted that the sisters have an extensive policy which is clear and focused in its content and is more than adequate given that the sisters have no current ministry with children.

37. Sisters of St. Clare (OSC)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
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1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	No	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Congregation dates back to the earliest times of St. Clare of Assisi which was founded in Italy in 1271. At this time the Congregation comprised enclosed communities which in later years spread throughout Europe. The Sisters of St. Clare is a contemplative community of women who live under the Rule of St. Clare and are committed to the charism of contemplation, community and poverty. In 1629 the sisters formally established themselves in Ireland with the opening of a convent in Cook Street, Dublin. Further convents were established in other parts of Dublin, Cavan, Westmeath, Galway and Cork. In 1804 the Sisters were granted permission to adopt an active apostolate. From this time sisters commenced further ministry which involved the provision of care for orphans and poor children. In later years the Congregation became involved in the provision of education principally in Newry, Co. Down and also established an industrial school in Co. Cavan. Today, sisters in Northern Ireland remain involved in education ministry and follow relevant governmental child safeguarding policies.

At the time of compiling information for this audit, the Congregation had 24 sisters present in Ireland, 22 sisters of whom were over 70 years of age. With the exception of a few sisters involved in parish diocesan ministry the remaining sisters are retired. Sisters in parish ministry adhere to the child safeguarding policies in place in the respective dioceses.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: July 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI*

Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.

- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pl ac e
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.		✓	
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or	✓		

	congregational policy and approved.			
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Recommendations:

1. The document should be laid out clearly so as to delineate clearly the standards in the guidance document, and state how these will be implemented procedurally. A table of contents would also be helpful.
2. The policy should specify when and at what intervals it will be reviewed.
3. The document should outline the different ministries the Congregation engages in with children.
4. The policy states that if an employee is under investigation they may be suspended. This needs to be expanded on, to include all personnel, to cover all aspects of the management of those who may pose a risk to children.
5. The definitions of abuse need to be expanded.
6. The policy should state explicitly that all suspicions, allegations and concerns should be reported without delay.
7. The document makes references a 'preliminary investigation' - a more specific explanation of what this exactly entails is required.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Full y in Plac e	Partia lly in Place	No t in Pla ce
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.			✓
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.		✓	
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.			✓
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the			✓

	complaint.			
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.			✓
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An. Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. The step by step guidance requires re-drafting. It needs to be much more explicit regarding all aspects of the management of allegations, suspicions and concerns.
2. A dedicated section on the recording and storage of information is needed which complies with the relevant legislation, and highlights the importance of the process of confidentiality.
3. A complaints procedure in respect of unacceptable behaviour towards children is required-this to include clear timescales for the resolution of any such complaints.
4. Guidance in reference to confidentiality and information sharing is required.
5. Contact details for local child protection services, and the police need to be included in the document.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.		✓	

Recommendations:

1. The document mentions 'careful procedures for recruitment, vetting and

- selection of staff and volunteers'. It needs to explicitly detail the procedures which will be in place to meet this standard.
2. The recruitment process must reflect best practice guidance at all aspects of the process.
 3. While declaration forms are included in the appendices the policy needs to clearly state that these are an integral part of the recruitment process.

	Criteria – Code of behaviour	Full y in Plac e	Partia lly in Place	No t in Pla ce
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).		✓	
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.		✓	
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. A dedicated policy on anti-discrimination is required.
2. A whistle-blowing policy is required.
3. A policy on the management of children's' behaviour which does not involve physical punishment or any other form of degrading or humiliating treatment is required.
4. A specific anti-discrimination policy is required.
5. A policy on the personal/intimate care of children, including those with disabilities, which includes guidelines on appropriate/inappropriate touch, is required in the document.

	Criteria - Operating safe activities for children	Fully in Place	Partial ly in Place	Not in Plac e
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from			✓

	home.			
3.11	When operating projects/ activities children are adequately supervised and protected at all times.		✓	
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.		✓	

Recommendations:

1. A policy on the assessment of all possible risks with attendant procedural guidance is required in this document.
2. Supervision ratios need to be referenced in more detail in the document.
3. The document references the development of guidelines regarding the safe use of information technology. These should be drafted for inclusion in the policy document.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendations:

1. There needs to be a specific, dedicated set of guidance in the policy in relation to all aspects of safeguarding training-with appropriate training schedules, specialist training, and facility to update training when necessary.
2. The document should state that all training is appropriately accredited.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓

Recommendations:

1. The policy should state how it will be promulgated to all those who need to be aware of the safeguarding process.
2. There should be a process whereby children are made aware of their right to be safe from abuse and to whom they can speak if they have concerns.
3. Contact details for local child protection agencies, police, and helplines should be included in the document.
4. The policy should reference the establishment of good relationships with the statutory child protection agencies in order to help keep children safe.
5. A clear communications policy in relation to the policy is required for inclusion in the document.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully	Partially	Not
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		in Place	y in Place	in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.		✓	
6.4	Information is provided to those who have experienced abuse on how to seek support.		✓	
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendation:

- The section regarding access to advice and support needs to be more specific. The policy document states that this will be provided. It needs to state specifically how this will be done at all stages of the investigative process, to those who have experienced, or are suspected of having experienced abuse, and those who have perpetrated abuse.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.		✓	

7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendations:

1. A comprehensive implementation and monitoring plan needs to be clearly drafted, with named areas of responsibility, clear timeframes, resource availability, and procedures for feedback from service users.
2. A clear statement on the recording and safe storage of information in relation to suspicions, concerns and allegations of abuse is required.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

Congregation Leadership in Ireland engaged with the audit team at all times during the audit process. Historically, the Sisters of St. Clare provided immense care and education to children in Ireland. At present, the Congregation does not provide any direct ministry to children in the Republic of Ireland. There has been no case of a child sexual abuse allegation being made against a member. The Congregation's current safeguarding policy is adequate and deemed appropriate given the small presence of the Congregation in Ireland which consists mainly of elderly retired sisters and providing no direct ministry with children. Sisters in ministry are committed to adhering to the policies in their respective places of ministry. The audit team have no concerns about this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The NBSCCCI reviewed the Congregation's child safeguarding policies, procedures and practices in June 2015. The reviewers concluded that there are no concerns about the child safeguarding practice within the Congregation and it is committed to adopting the revised NBSCCCI policy in 2016.

38. Sisters of St. Joseph of Chambéry (CSJ)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5	Yes	2.	Section 5 Audit Updated Data 2013	NA

	2009/2010				
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Sisters of St. Joseph was founded in France by a Jesuit priest in 1650 to serve the needs of all and opened religious life to women of all classes. Following persecution during the French Revolution the Sisters of St. Joseph grew and branched out. One of these branches became the Sisters of St. Joseph of Chambéry, founded in 1812 in the town of Chambéry in south-eastern France. A total of 14 worldwide Provinces and four regions form the international Congregation of more than 1700 Sisters and lay CSJ Associates. Other Provinces and regions are located in Belgium, Bolivia, Brazil, Czech Republic, Denmark, France, Germany, United States, India, Italy, Mozambique, Norway, Pakistan, Sweden and Tanzania. At the request of Archbishop McQuaid in 1956 the Congregation arrived to Ireland and established and staffed a nursing home in north Dublin. The former nursing home now St. Joseph's Hospital was purchased by the Health Services Executive in 1997.

At the time of information gathering for the audit, there were 10 sisters present in Ireland; with four sisters voluntarily engaged in diocesan, education and pastoral ministry. All sisters are retired from gainful employment.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

The Congregation submitted its one page child protection policy statement dated 2013. Contained in the statement is the Congregation's commitment to creating safe environments for children and responding promptly to any allegation or suspicion of abuse against a sister including notifying the statutory authorities. The name and contact number of the sufficiently safeguarding trained designated liaison person (DLP) is outlined. The DLP has assured that all sisters are aware of the procedures and sisters in minister follow the child safeguarding policies in their places of ministry.

Conclusion

Congregation Leadership engaged with the audit team at all times during the audit process. Historically, the Congregation contributed to providing healthcare services. At present, the Congregation does not provide any direct ministry to children in the Republic of Ireland. It is clear that the three sisters in ministry are committed to adhering to the policies in their respective places of ministry. The Congregation's current safeguarding policy is adequate given its small presence of the Congregation in Ireland. The DLP has demonstrated a good understanding of the child protection system. There has been no case of a child sexual abuse allegation being made against a member of the Congregation. The audit team do not have any concerns regarding the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their

Religious Order since 2013. The Congregation was audited by the NBSCCCI in April 2015. The reviewers concluded that its policy document is focused, clear and adequate given that the sisters have a very limited ministry with children and they adhere to the safeguarding policies of the parish and school where they remain in ministry. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

39. Sisters of St Joseph of the Sacred Heart (RSJ)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	NA	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCC Memorandum of Understanding	Yes

* The Congregation was not part of the original audit

PART 1 (B) Overview of Religious Order

The Sisters of St Joseph of the Sacred Heart, often called the "Josephites" or "Brown Joeys", was founded in Penola, South Australia, in 1866 by Mary MacKillop and the Rev. Julian Tenison Woods. In the same year the Congregation, dedicated to the education of the children of the poor, opened its first school in Penola. The following year Mary MacKillop became the first member and Superior General of the newly formed religious Congregation of the Sisters of St Joseph of the Sacred Heart. Further schools were opened in Queensland, South Australia, Victoria, Western Australia and New Zealand. In 1885 Pope Leo XIII made the Josephites into a religious Congregation of Pontifical right, with its headquarters in Sydney. Further ministries adopted by the Congregation include care of the elderly, ministry in rural areas, work with indigenous Australians, refugees, families, the homeless and general pastoral and parish ministries. In Ireland the sisters, as a Congregation have never had ministry with children.

At present there are around 850 sisters living and working throughout Australia, New Zealand, Ireland and Peru. Of these 40, who are retired from their ministries

overseas reside in Ireland with two being involved in voluntary diocesan ministry. The Regional Leader has advised that the sisters are aware of the child safeguarding in their places of ministry.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

The Congregation submitted its undated two page child protection policy statement. Contained in the statement is the Congregation's commitment to ensuring sisters in external ministry will be aware of the designated liaison person in the parish/ diocese where they are in ministry and a detailed code of behaviour for sisters in ministry. It is advisable that the name and contact number of the Congregation's designated liaison person (DLP) is stated in the document. The Regional Leader advised that sisters in ministry are in compliance with the safeguarding policies of the school and parish/diocese.

Conclusion

Congregation Leadership engaged with the audit team at all times during the audit process. Historically, the Congregation contributed to primarily providing education in rural areas throughout in Australia. The Congregation never provided any education ministry to children in Ireland. It is clear that the two sisters in ministry are aware of the child safeguarding policies in their places of ministry. The Congregation's current safeguarding policy is adequate given its small presence and functioning in Ireland. As per NBSCCCI guidance it is advisable that the Congregation outlines the name and contact number of the Congregation's designated liaison person in its policy document. There has been no case of a child sexual abuse allegation being made against a member of the Congregation. The audit team do not have any concerns regarding the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation was audited by the NBSCCCI in April 2015. The reviewers concluded that there are no concerns about the practice within the Congregation and its policy document is more than adequate given it has no direct ministry with children in Ireland. Lastly, the Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

40. Sisters of the Cross and Passion (CP)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations
Report Format	
PART 1 (A)	Audit documentation
PART 1 (B)	Presence of Religious Order in Ireland
PART 2	Child safeguarding policy, procedures & practices review & recommendations

PART 1 (A) Audit documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
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1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCC Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Sisters of the Cross and Passion was founded in 1852, by Elizabeth Prout, later called Mother Mary Joseph in Manchester, England. The Congregation is an international one and is part of the larger Passionist movement. The Sisters of the Cross and Passion was founded to help the voiceless downtrodden workers in the large industrial towns of nineteenth-century England. The largest part of the Congregation is in the Province of St. Paul of the Cross which covers Great Britain and Ireland. In 1878 the sisters arrived to Kilcullen in County Kildare 1878 and opened a primary school. Two secondary schools were later opened in Kildare and Co. Dublin. A further three primary schools and a pre-school were opened within the Dublin Archdiocese. The secondary schools were transferred to the Le Chéile Trust in 2008. Congregation sisters are not involved in teaching or the management of these schools. A number of primary and secondary schools were opened in Northern Ireland where some sisters continue to be in some form of education ministry.

At the time of information gathering for the audit, there were 29 sisters present in Ireland; one sister working part-time as chaplain in one of the secondary schools and a small number of sisters involved in diocesan ministry. All sisters in ministry follow the child safeguarding policy in their places on ministry.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: January 2012.

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2008)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some*

Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.

- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.			✓
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. Criteria 1.6 requires some referencing in the policy document.
2. The definitions of abuse require expansion.
3. The words 'without delay' should be inserted into the reporting procedure to the civil authorities.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.		✓	
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.		✓	
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An. Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. The procedures need to reference legislation and civil guidance in the document.
2. There needs to be more comprehensive guidance in respect of the recording and secure storage of confidential information, and reference to the appropriate legislation in respect of this.
3. A complaints procedure is required.
4. More comprehensive guidance on confidentiality and information sharing is

- required.
5. Contact details for local child protection services need to be inserted into the policy.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.		✓	

Recommendations:

- There is a comprehensive check list in respect of the recruitment process included as an appendix. This needs to be expanded upon and included in the main body of the policy document for ease of understanding, and clarity.

	Criteria – Code of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.		✓	
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in			✓

	relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			
3.9	Policies include guidelines on the personal/intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. An anti-bullying policy is required.
2. Although the code of good behaviour mentions challenging and reporting abusive behaviour, the policy should expand on this, and include clear guidance on a 'whistle blowing' policy.
3. A behaviour management plan for dealing with children's unacceptable behaviour is required; one that does not include physical punishment or any other form of humiliating or degrading treatment.
4. An anti-discriminatory policy is required.
5. Guidance on the personal/intimate care of children, including children with disabilities needs to be included in the policy.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.		✓	
3.11	When operating projects/ activities children are adequately supervised and protected at all times.		✓	
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

1. Risk assessment of children's activities is briefly referenced in the role of the safeguarding representative. This needs to be further expanded, and clearly explained.
2. Guidance on adequate supervision levels in working with children is required in the document.
3. A policy on the safe usage of information technology in all its aspects is required.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendations

- A more comprehensive policy on training is required to specify induction training, training updates, specific training for those with extra responsibilities, and approval by the NBSCCCI of all training programmes.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.		✓	
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.		✓	
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.			✓
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓

5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓
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Recommendations:

1. The document should state how the safeguarding policy will actually be promulgated.
2. Procedures for making children aware of their right to be safe and to whom they can voice concerns need to be outlined in the policy.
3. The designated person and their contact details need to be included in the policy.
4. Contact details for local child protection services need to be included in the document
5. The policy needs to evidence links with statutory child protection agencies, in order to develop good working relationships with them, to keep children safe.
6. An overall communications policy needs to be included in the document.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			✓
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. The policy should specifically state how church personnel, with special

- responsibilities for keeping children safe are provided with specialist support, advice and guidance.
- The policy should state how contacts with specialist child protection services will be established to better access support, advice and information.
 - There needs to be clear guidance on how to support a child who is suspected of having been abused.
 - Those who have been abused should be referenced in the policy in respect of support for them.
 - The policy should state how those who have perpetrated abuse will be helped face the reality of their abuse, in a manner which will promote healing which does not compromise the safety of children.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.		✓	
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.		✓	

Recommendations:

- A dedicated section is required in the document in respect of the implementation and monitoring of the safeguarding plan, with attendant named areas of responsibilities, timescales, resource allocation, and a process for obtaining feedback from service users.
- Policy on the recording of incidents, allegations and suspicions, and their secure storage is required.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

The Congregation co-operated fully with the audit team over the course of the audit process. Historically, the Congregation was mainly involved in education across Ireland. The child protection policy was rated as being satisfactory, meaning that it

contained the basic elements of a child protection policy, with some adjustments required as per above recommendations. A revised policy should include the basic elements (including specific contact details of child protection agencies) and be relevant to its current functioning in Ireland. The Congregation does not provide any direct ministry with children in the Republic of Ireland. Sisters in ministry are committed to adhering to the child protection policies in their places of work. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation held safeguarding training sessions for sisters in the Republic of Ireland and Northern Ireland in May 2014. The Congregation was audited by the NBSCCCI in February 2015. The reviewer concluded that its policy document is adequate given that the sisters have a very limited ministry with children and that the Congregation is fully aware of and committed to its obligation in respect of all aspects of child safeguarding, including reporting and co-operating with civil authority agencies.

41. Sisters of the Holy Faith (CHF)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Congregation of the Holy Faith was founded by Margaret Aylward, a Waterford woman, in Dublin in 1867 in a response to serve children in distress. The Congregation's purpose is to proclaim by word and action the love and truth of Jesus

to the people of our day and to collaborate in creating a just world. Prior to providing primary and secondary school education for poor children the Congregation initially operated an orphanage that concentrated on placing children with foster families. The Congregation today remains involved in education. All primary and secondary schools are part of the St. Laurence O'Toole Trust, Le Chéile Trust or the County Dublin and Kildare Education and Training Boards.

Outside of Ireland the Congregation is present in Trinidad, United States, South Sudan, Australia and New Zealand. A total of 131 sisters are resident in Ireland. Those in ministry are involved in education, parish pastoral work, chaplaincy, administration, social justice, environmental work, retreats, counseling, liturgical work, adult literacy, advocacy, and other individual ministries. With the exception of those involved in primary and secondary school education the ministries of remaining sisters involves adults. Sisters in education ministry are guided by the child protection guidelines issued by the Department of Education and Skills.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: February 2011

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2008)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place

1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.	✓		
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The Congregation understands and definitions of abuse need to be expanded.
2. More comprehensive guidance with regard to the management of those who may pose a risk to children is required.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent	✓		

	with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.			
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.	✓		
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI	✓		

Recommendation:

- A complaints procedure is required.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.	✓		
3.2	The safe recruitment and vetting policy is in line with best practice guidance.	✓		
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.	✓		

	Criteria – Code of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).		✓	
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.	✓		
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.	✓		
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.	✓		

Recommendations:

1. A specific anti-bullying policy is required.
2. A policy on whistle-blowing needs to be drafted and included in the policy.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Standard 4	Training + education
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All Church personnel should be offered training in child protection to maintain high standards and good practice.

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.	✓		
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established	✓		

	communications policy which reflects a commitment to transparency and openness.			
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Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.		✓	
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.	✓		
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.	✓		
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.	✓		

Recommendation:

- Clear guidance on the provision of specialist advice, support and information for those with special responsibilities for keeping children safe is required.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
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7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.		✓	
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Recommendations:

1. Specific reference to a child safeguarding plan being devised which outlines who is responsible for implementing identified measures and when they will be completed is required.
2. It should be stated that human or financial resources necessary for implementing the plan are made available.
3. The Congregation should ensure, where appropriate, that processes are in place to ask parishioners/ children/parents/ carers about their views on policies and practices for keeping children safe.

Overall Child Protection Policy Rating: Excellent

Conclusion

The Congregation of the Holy Faith engaged fully and at all times during the audit process. It is clear that Congregation is committed to implementing high quality child safeguarding practice. Leadership and safeguarding personnel have an acute understanding of the child protection system. At present, education ministry remains the single activity of the Congregation's work that involves children and young people. In this instance members adhere to the safeguarding policies of the Department of Education and Skills. There have been no child sexual abuse allegations against any member of the Congregation. The audit team have no concerns regarding the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The NBSCCCI reviewed the Congregation's safeguarding practices late 2014 with their report, which is available to view online, published in December 2014. The review report concluded that the safeguarding policy and practices of the Holy Faith Sisters has been well developed and is substantially in line with the requirements of the NBSCCCI guidelines. Regarding the two recommendations contained in the report the Congregation's Regional Leader advised that actions in response to the recommendations have been implemented. This has included developing an anti-bullying policy, a three year strategic plan including an annual safeguarding report. The Congregation remains committed to maintaining participation in safeguarding training, tending to up-to-date vetting procedures and ensuring that the child safeguarding message is spread throughout

the Congregation and in all of its activities. The Congregation is committed to implementing the NBSCCCI revised guidelines in 2016.

It is clear to the audit team that the Congregation remains committed to implementing best child safeguarding practice.

42. Sisters of the Holy Family of Bordeaux (HFB)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Association of the Holy Family was founded in 1820 by Pierre Bienvenu Noailles, a young priest from Bordeaux in France. The mission of the Congregation is to proclaim the Good News of Jesus Christ taking for inspiration the life and virtues of the Holy Family of Nazareth, a Family that opened out into the community of the apostles and first Christians, a Family that he saw as the embryo of the Church. The Holy Family comprises apostolic and contemplative sisters, consecrated seculars, lay and priest associates and youth. The Holy Family arrived in Ireland in 1875 and founded its first convent and school in Newbridge, Co. Kildare. A further nine convents and schools were opened in Counties Derry, Laois, Kilkenny and Dublin. The Congregation no longer runs any school.

The Congregation in Ireland comprises 43 sisters who reside in six communities. The Congregation does not have any ministry that involves direct work with children. The majority of sisters are elderly and retired. One sister works full-time in pastoral ministry; another is employed as a pastoral care worker in a hospital and a third sister works as a volunteer chaplain in a school. The three sisters have been Garda vetted and conform to the safeguarding policies in their places of ministry.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: February 2011.

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2008)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.		✓	
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.			✓
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.			✓
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	

1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.			✓
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level if necessary, this should be consistent with the diocesan or congregational policy and approved.	✓		

Recommendations:

1. The policy document provided is the overarching Congregational safeguarding document that is without any detailed reference to the Congregation's presence in Ireland. It needs to be tailored to reflect the Congregation's presence and functioning in Ireland.
2. The policy needs to be signed by the Provincial.
3. The policy must state who is required to comply with it.
4. The policy needs to include dates for its review in the document.
5. The policy needs to reference the differing aspects of the ministry of the order.
6. The policy needs to expand further on the management of those who may be a risk to children.
7. The policy should include clear descriptions and definitions of abuse.
8. The policy must state that all concerns are reported to the civil authorities without delay.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.			✓
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.			✓
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential			✓

	information is protected and complies with relevant legislation.			
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An. Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI			✓

Recommendations:

1. The policy needs to expand on the guidance on what steps are necessary in the event of a referral of child abuse.
2. The policy needs to reference the relevant legislation and guidance in the safeguarding document.
3. The designated officer needs to be named in the document, with contact details.
4. A policy on the recording of information in relation to safeguarding, its storage and the issue of confidentiality requires inclusion in the document.
5. A dedicated complaints procedure, in relation to unacceptable behaviour towards children, with timescales for resolution is required.
6. Contact details for local child protection services need to be included in the policy.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.			✓
3.2	The safe recruitment and vetting policy is in line with best practice guidance.			✓
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.			✓

Recommendation:

- A comprehensive set of guidance in respect of the recruitment process is required to include reference to best practice guidance, assessment processes, and the provision of declaration forms in respect of any previous convictions in relation to candidates.

	Criteria – Code of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.		✓	
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.			✓
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. Guidance is required in respect of expected and acceptable behaviour of children towards other children. (Anti-bullying policy.)
2. Policy on whistle-blowing is required-whereby personnel can raise concerns in relation to unacceptable behaviour towards children by other church personnel.
3. A behaviour management plan is required in respect of children's unacceptable behaviour-this plan not to include physical punishment or other forms of humiliating or degrading treatment.
4. Anti-discrimination policy is required.
5. Guidance on the intimate care of children is required, including children with disabilities.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in			✓

	activities that involve time spent away from home.			
3.11	When operating projects/ activities children are adequately supervised and protected at all times.			✓
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

1. Policy is required in respect of risk assessment of activities and especially those away from home and appropriate supervision levels for children.
2. A comprehensive policy on the safe usage of information technology is required.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.			✓
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.			✓
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.			✓
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendation:

- The document needs to reference training programmes for staff, induction process, updating of skills, and specialised training for those with additional responsibilities.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.			✓
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.			✓
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓

Recommendations:

1. The policy should state how it will be promulgated and made available to everyone.
2. The policy should state how children will be made aware of their right to be safe from abuse and to whom they can talk if they have concerns.
3. The designated person needs to be named in the policy.
4. Contact details of local child protection services need to be included.
5. The policy should evidence means of establishing links with statutory child protection agencies, in order to help keep children safe.
6. The policy should state clearly how the safeguarding process is to be communicated.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in	Partially in	Not in
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		Place	Place	Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.			✓
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.			✓
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. The policy must reference advice and support, where to obtain it, how to access specialist support for those with additional specialist responsibilities in the safeguarding process.
2. Contacts should be established with local/national child protection agencies, to better provide support and assistance for church personnel.
3. Guidance should be available for responding to those suspected of having been abused in terms of support and advice.
4. The policy should state how those who have perpetrated abuse will be supported, with a view towards healing, in a manner which will not endanger children.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.			✓

7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.			✓
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.			✓

Recommendations:

1. An implementation and review plan is required for the policy, with named areas of responsibility, and reference to the provision of requisite resources.
2. A process for the provision of feedback in relation to the policy from all service users is required.

Overall Child Protection Policy Rating: Unsatisfactory.

Conclusion

The Congregation co-operated fully with the audit team over the course of the audit process. Their child protection policy was rated as being unsatisfactory, meaning adjustments are required as per above recommendations. It appears however, from correspondence with the Congregation that not all of the safeguarding work completed by the Congregation is reflected in the policy document. It is advisable that Leadership develops a document in line with the format set out by the NBSCCCI. This will ensure that all criteria are referenced and that this is done in a manner appropriate to their circumstances in Ireland. The contact details of the Congregation's designated liaison person and those of the statutory child protection agencies require immediate insertion in the revised policy document. The Provincial has advised that sisters in ministry are committed to adhering to the child protection policies in their places of work. There have been no child sexual abuse allegations against any member of the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. Congregation Leadership advised that the safeguarding team meets at least four times a year with one of the tasks is to keep abreast of legislation and policies in Ireland. The Congregation has advised of its commitment to creating safe environments and further it schedules safeguarding training regularly in line with its training programme. In December 2014 the NBSCCCI published its review report regarding its assessment of the Congregation's child safeguarding practices. The reviewer is satisfied that the Provincial and safeguarding team are highly knowledgeable and aware of their safeguarding duties and responsibilities. Lastly, the Provincial advised that it is committed to updating its policy document in line with the NBSCCCI revised guidelines in 2016.

43. Sisters of the Sacred Hearts of Jesus and Mary (SSHJM)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1	CFA consultation with RO	By correspondence
2	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2	Section 5 Audit Updated Data 2013	NA
3	CFA Ferns Section 5 Audit 2009 Data	NA	3	Verification Process with CFA	NA
4	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4	Verification Process with AGS	Yes
5	Child Protection Policy, Procedures and Practices Document	Yes	5	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Congregation of the Sisters of the Sacred Hearts of Jesus and Mary was founded in France by Father Peter Victor Braun in 1866. The Congregation took root in the United Kingdom and Ireland with the development of services to provide for the educational and healthcare needs of poor, working-class families around the cities of Liverpool, London, Glasgow, Edinburgh, Cardiff and Cork. In response to the social needs of vulnerable women at risk, residential homes and training centres were established and staffed by sisters. The care of single mothers and babies was a ministry pioneered by the Congregation. Mother and baby homes provided on-site educational and childcare facilities were, at the request of the State, established and part-funded by the Congregation. The first such home was set up in Cork in 1922 followed by Castlepollard in County Westmeath and Roscrea in County Tipperary.

The latter two are now closed. Cork continues to provide services to disadvantaged groups under Bessborough Family Services. The Congregation's Leadership Team are members and directors of the Bessborough Centre Ltd, the company which runs the service. Following the closure of the service in Roscrea the Congregation commended education ministry with young adults presenting with intellectual needs. St. Anne's Services was taken over by another Congregation in 2008. The Congregation continues to be responsible for St. Anne's school. Sisters are also involved in overseas work in Africa, El Salvador and the Philippines.

At the time of compiling data for the audit there were 39 sisters living in Ireland with a small number involved in parish ministry, education and healthcare ministry. All are guided by the Health Services Executive (Bessborough Family Services), parish or Department of Education and Skills (St. Anne's School) child protection policy policies in each of the organisations where sisters are in ministry. Both services were provided with the Congregation's policy and procedures document.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: July 2010.

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2008)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.		✓	
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).	✓		
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.		✓	
1.6	The policy states how those individuals who pose a risk to children are managed.	✓		
1.7	The policy clearly describes the Church's understanding and definitions of abuse.		✓	

1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.		✓	
1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level is necessary this should be consistent with the diocesan or congregational policy and approved.		✓	

Recommendations:

1. The policy document provided is the overarching Congregational safeguarding document that is without any detailed reference to the Congregation's presence in Ireland. A specific policy document has not been developed for Ireland. Separate policies have been developed for the Congregation's services in Ireland. These are not consistent with the overarching policy document. Regarding the actual policy document its layout requires attention. A table of contents would assist in framing the Congregation's overall policy and procedures.
2. The policy should address child protection in the different aspects of the Congregation's work.
3. All types of abuse must be clearly defined to include signs and symptoms of abuse.
4. The policy should clearly state that all child protection concerns must be fully reported to the civil authorities without delay.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).		✓	
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.		✓	
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.		✓	
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with	✓		

	relevant legislation.			
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.		✓	
2.7	The procedures include contact details for local child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI.			✓

Recommendations:

1. The procedure should clearly set out step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).
2. The procedure should be consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.
3. The designated officer(s) role and responsibilities for safeguarding children at congregational level must be clearly defined.
4. A complaints procedure is required.
5. The contact details of both statutory child protection agencies require insertion in the policy document.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.		✓	

Recommendations:

1. The policies and procedures should say more about the safe recruitment and vetting and indicate the policy is in line with best practice i.e. the use of application forms, thorough interviewing and appropriately vetted before taking up duties through take up references and police vetting.
2. The policies and procedures should include a statement that that all those who have the opportunity for regular contact with children or who are in positions of trust, must complete a declaration form.

	Criteria – Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.		✓	
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-blowing'), confidentially if necessary.	✓		
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.			✓
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. An anti-bullying policy is required.
2. The policy should include clear advice on dealing with children's unacceptable behaviour that does not involve physical punishment or any other form of degrading or humiliating treatment.
3. An equality policy is required.
4. The policy should include clear advice on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.

	Criteria - Operating safe activities for children	Fully in Place	Partially in Place	Not in Place
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.		✓	
3.11	When operating projects/ activities children are		✓	

	adequately supervised and protected at all times.			
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.			✓

Recommendations:

1. The policy should provide guidance on assessing all possible risks when working with children.
2. The policy should clearly state that when operating projects/ activities children are adequately supervised and protected at all times.
3. Guidelines must also be in place for appropriate use of information technology.

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.		✓	
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.		✓	
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.		✓	
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.			✓

Recommendations:

1. The policy should clearly state that all personnel are to receive induction training on the child protection and procedures when they commence work with the Congregation.
2. The policy should clearly state that all personnel are provided with appropriate child protection training.
3. The policy should state that all personnel with extra child protection responsibilities are provided with specialist training.
4. The policy should clearly state that all training programmes are approved by

the NBSCCCI.

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.			✓
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.			✓
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.			✓
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.		✓	
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.			✓

Recommendations:

1. In line with the Benchmark Document the child protection policy must be openly displayed and available to everyone.
2. The Congregation must also establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.
3. The Congregation must also put in place a communications policy which reflects a commitment to transparency and openness.

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
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6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.			✓
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.			✓
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.		✓	
6.4	Information is provided to those who have experienced abuse on how to seek support.			✓
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.			✓

Recommendations:

1. The child protection policy should state that the personnel with extra child protection responsibilities have access to specialist advice support and information on child protection e.g. the designated officer(s).
2. The policy should include up-to-date contact details for counselling agencies including a list of services, authorities and local organisations that can provide assistance to children and church personnel.
3. The policy should say more on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.
4. The policy should include reference to the support provided by the congregation to those who have perpetrated abuse.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.			✓
7.2	The human or financial resources necessary for implementing the plan are made available.			✓
7.3	Arrangements are in place to monitor			✓

	compliance with child protection policies and procedures.			
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.	✓		
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.			✓

Recommendations:

1. The Congregation should draw up an action plan in order to implement the child protection policy.
2. The policy should include a statement that the resources required to implement the plan are available.
3. A monitoring programme should be put in place in order to ensure the plan is fully implemented.
4. The child protection policy must also state that all allegations of abuse are recorded and stored securely.

Overall Child Protection Policy Rating: Satisfactory.

Conclusion

Congregation Leadership engaged with the audit team at all times during the audit process. The Congregation's current safeguarding policy is adequate meaning the basic elements of a child safeguarding policy were incorporated. Given its functioning in Ireland further work is required to strengthen the document. It is advisable that Leadership constructs a document in line with the format set out by the NBSCCCI. This will ensure that all criteria are referenced and that this is done in a manner appropriate to their circumstances in Ireland. The Congregational Leader has advised that sisters in ministry are committed to adhering to the policies in their respective places of ministry. There has been no case of a child sexual abuse allegation being made against a member. The audit team have no concerns about this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation updated its safeguarding policy document in March 2014. The NBSCCCI reviewed the Congregation's child safeguarding policies, procedures and practices in June 2015. The Congregation addressed all recommendations contained in the report and completed its implementation plan by June 2015. Action areas included reviewing its policies and procedures in Ireland to ensure they are in compliance with the Congregation's safeguarding policy document, the development of a safeguarding plan of action for Ireland, inserting the contact details of the child protection agencies in Ireland and ensuring that an annual review of all members, staff and volunteers Garda vetting status and/ or their involvement in ministry or other volunteer or paid work is conducted. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016 and addressing the recommendations referred to in this report.

It is clear to the audit team that the Congregational Leadership is committed to creating safe environments for children in Ireland and that it has an acute understanding of the child safeguarding process.

44. Society of the Holy Child Jesus (SHCJ)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	No	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Society of the Holy Child Jesus, founded by Cornelia Connelly in 1846, is an international Congregation of religious women in the Catholic Church. Inspired by the vision and spirit of Cornelia, today's members are alert to the needs of the twenty-first century and continue to reach out in service to others. The Society spans four continents, where sisters live out their mission to rejoice in God's presence and to help people believe that God lives and acts in them and in our world. Sisters work collaboratively with others in educational, spiritual, pastoral, social and healthcare ministries. The Society arrived to Ireland in 1936 and opened a house for aspirants to the Society in Stamullen Co. Meath. The house remained in place eight years. After its closure the Society changed its mission and opened a hostel for young rural women working in Dublin. This remained in operation for 52 years. The Society also provided education ministry. A secondary school was opened in Dublin in 1947 and later a second secondary school also in Dublin in 1970. Today, these schools have been transferred to the Le Chéile schools trust.

At the time of compiling data for the audit there were 16 sisters living in Ireland. All of the sisters are retired but some remain in voluntary parish work where children are present, education (boards of management) and Provincial administration. The sister in parish ministry is required to follow the policies in place by the parish.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009)

All child protection policies provided by Religious Orders in 2013 have been assessed against the criteria outlined in the benchmark document.

- *All Religious Orders, through the signing of the Memorandum of Understanding with the NBSCCCI have committed themselves to full implementation of the safeguarding processes as outlined in the NBSCCCI Safeguarding document.*
- *Each child protection policy document has been benchmarked against all of the criteria contained in the standards outlined in the NBSCCCI Safeguarding document as there is no facility in the guidance to categorise specific criteria in each standard as not applicable to the ministry of a Religious Order. The audit team note that the current functioning of some Religious Orders precludes them from meeting the requirements of certain criteria as outlined in the NBSCCCI Safeguarding document.*
- *The CFA Ferns Audit of Religious Orders was a review of requested documentation submitted by Religious Orders. It did not involve onsite examination of files held by Religious Orders. This was not in the remit of this audit.*

Standard 1	A written policy on keeping children safe
<i>Each child should be cherished and affirmed as a gift from God with an inherent right to dignity of life and bodily integrity which shall be respected, nurtured and protected by all.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
1.1	The Church organisation has a child protection policy that is written in a clear and easily understandable way.	✓		
1.2	The policy is approved and signed by the relevant leadership body of the Church organisation (i.e. provincial of a religious congregation).			✓
1.3	The policy states that all Church personnel are required to comply with it.	✓		
1.4	The policy is reviewed at regular intervals no more than three years apart and is adapted whenever there are significant changes in the organisation or legislation.	✓		
1.5	The policy addresses child protection in the different aspects of Church work e.g. within a church building, community work, pilgrimages, trips and holidays.			✓
1.6	The policy states how those individuals who pose a risk to children are managed.		✓	
1.7	The policy clearly describes the Church's understanding and definitions of abuse.	✓		
1.8	The policy states that all current child protection concerns must be fully reported to the civil authorities without delay.	✓		

1.9	The Policy should be created at diocese or congregational level. If a separate policy document at parish or other level is necessary this should be consistent with the diocesan or congregational policy and approved.	✓		
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Recommendations:

1. The policy document should be signed by the Provincial.
2. The policy document should state how exactly child protection is in accordance to the Congregation's ministries.
3. The statement of how individuals who may pose a risk to children are managed/ supported should be expanded to include the actual processes the Congregation would take.

Standard 2	Procedures – how to respond to child protection allegations and suspicions
<i>Children have a right to be listened to and heard: Church organisations must respond effectively and ensure any allegations and suspicions of abuse are reported both within the Church and to civil authorities.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
2.1	There are clear child protection procedures in all Church organisations that provide step-by-step guidance on what action to take if there are allegations or suspicions of abuse of a child (historic or current).	✓		
2.2	The child protection procedures are consistent with legislation on child welfare civil guidance for child protection and written in a clear, easily understandable way.	✓		
2.3	There is a designated officer or officer(s) with a clearly defined role and responsibilities for safeguarding children at diocesan or congregational level.	✓		
2.4	There is a process for recording incidents, allegations and suspicions and referrals. These will be stored securely, so that confidential information is protected and complies with relevant legislation.	✓		
2.5	There is a process for dealing with complaints made by adults and children about unacceptable behaviour towards children, with clear timescales for resolving the complaint.			✓
2.6	There is guidance on confidentiality and information-sharing which makes clear that the protection of the child is the most important consideration. The Seal of Confession is absolute.	✓		
2.7	The procedures include contact details for local			

	child protection services e.g. (Republic of Ireland) the local Health Service Executive and An Garda Síochána; (Northern Ireland) the local health and social services trust and the PSNI.		✓	
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Recommendations:

1. A procedure for dealing with complaints made by adults and children about unacceptable behaviour towards children should be included.
2. Though referred to in the policy document the telephone numbers and addresses of the civil authorities in the Republic of Ireland should be stated.

Standard 3	Preventing harm to children
<i>Children should have access to 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.</i>	

	Criteria - Safe recruitment and vetting	Fully in Place	Partially in Place	Not in Place
3.1	There are policies and procedures for recruiting Church personnel and assessing their suitability to work with children.		✓	
3.2	The safe recruitment and vetting policy is in line with best practice guidance.		✓	
3.3	All those who have the opportunity for regular contact with children, or who are in positions of trust, complete a form declaring any previous court convictions and undergo other checks as required by legislation and guidance and this information is then properly assessed and recorded.		✓	

Recommendations:

- The Congregation's actual processes relating to safe recruitment and vetting should be included in the policy document and not to refer the reader to the designated liaison person.

	Criteria – Codes of behaviour	Fully in Place	Partially in Place	Not in Place
3.4	The Church organisation provides guidance on appropriate/ expected standards of behaviour of, adults towards children.	✓		
3.5	There is guidance on expected and acceptable behaviour of children towards other children (anti-bullying policy).			✓
3.6	There are clear ways in which Church personnel can raise allegations and suspicions about unacceptable behaviour towards children by other Church personnel or volunteers ('whistle-			✓

	blowing'), confidentially if necessary.			
3.7	There are processes for dealing with children's unacceptable behaviour that do not involve physical punishment or any other form of degrading or humiliating treatment.		✓	
3.8	Guidance to staff and children makes it clear that discriminatory behaviour or language in relation to any of the following is not acceptable: race, culture, age, gender, disability, religion, sexuality or political views.			✓
3.9	Policies include guidelines on the personal/ intimate care of children with disabilities, including appropriate and inappropriate touch.			✓

Recommendations:

1. An anti bullying policy should be developed.
2. A whistle blowing policy is required.
3. There should be further guidance regarding dealing with children's unacceptable behaviour that does not involved physical punishment or any other form of degrading or humiliating treatment.
4. An equality policy should be developed stating that discriminatory behaviour or language is not acceptable amongst Religious Order personnel, staff, volunteers and children.
5. The policy should include guidelines on the personal/ intimate care of children with disabilities, including inappropriate and appropriate touch.

	Criteria - Operating safe activities for children	Fully in Place	Partial y in Place	Not in Plac e
3.10	There is guidance on assessing all possible risks when working with children – especially in activities that involve time spent away from home.	✓		
3.11	When operating projects/ activities children are adequately supervised and protected at all times.	✓		
3.12	Guidelines exist for appropriate use of information technology (such as mobile phones, email, digital cameras, websites, the Internet) to make sure that children are not put in danger and exposed to abuse and exploitation.	✓		

Standard 4	Training + education
<i>All Church personnel should be offered training in child protection to maintain high standards and good practice.</i>	

	Criteria	Fully in Plac e	Partial y in Place	Not in Plac e
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4.1	All Church personnel who work with children are inducted into the Church's policy and procedures on child protection when they begin working within Church organisations.	✓		
4.2	Identified Church personnel are provided with appropriate training for keeping children safe with regular opportunities to update their skills and knowledge.	✓		
4.3	Training is provided to those with additional responsibilities such as recruiting and selecting staff, dealing with complaints, disciplinary processes, managing risk, acting as designated person.	✓		
4.4	Training programmes are approved by National Board for Safeguarding Children and updated in line with current legislation, guidance and best practice.	✓		

Standard 5	Communicating the Church's safeguarding message
<i>Children are welcomed, cherished and protected in a manner consistent with their central place in the life of the Church.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
5.1	The child protection policy is openly displayed and available to everyone.	✓		
5.2	Children are made aware of their right to be safe from abuse and who to speak to if they have concerns.	✓		
5.3	Everyone in the Church organisation knows who the designated person is and how to contact them.	✓		
5.4	Church personnel are provided with contact details of local child protection services, such as Health and Social Care Trusts/ Health Service Executive, PSNI, An Garda Síochána, telephone helplines and the designated person.	✓		
5.5	Church organisations establish links with statutory child protection agencies to develop good working relationships in order to keep children safe.	✓		
5.6	Church organisations at diocesan and Religious Order level have an established communications policy which reflects a commitment to transparency and openness.	✓		

Standard 6	Access to advice + support
<i>Those who have suffered child abuse should receive a compassionate and just</i>	

response and should be offered appropriate pastoral care to rebuild their lives. Those who have harmed others should be helped to face up to the reality of abuse, as well as being assisted in healing.

	Criteria	Fully in Place	Partially in Place	Not in Place
6.1	Church personnel with special responsibilities for keeping children safe have access to specialist advice, support and information on child protection.	✓		
6.2	Contacts are established at a national and/ or local level with the relevant child protection/ welfare agencies and helplines that can provide information, support and assistance to children and Church personnel.		✓	
6.3	There is guidance on how to respond to and support a child who is suspected to have been abused whether that abuse is by someone within the Church or in the community, including family members or peers.	✓		
6.4	Information is provided to those who have experienced abuse on how to seek support.		✓	
6.5	Appropriate support is provided to those who have perpetrated abuse to help them to face up to the reality of abuse as well as to promote healing in a manner which does not compromise children's safety.		✓	

Recommendations:

1. There should be up-to-date contact details for counselling agencies including a list of services, authorities and organisations in the local area that can provide assistance to children and religious personnel.
2. It should be specifically reflected in the policy how one that has experienced abuse can access advice and support either from the Congregation. There should be up-to-date contact details for counselling agencies.
3. It should be noted in the policy how perpetrators of abuse are assisted and supported by the Congregation in seeking help.

Standard 7	Implementing + monitoring the Standards
<i>To keep children safe, policies, procedures and plans have to be implemented across all Church organisations. Checks are needed to ensure this is happening consistently. The views of those involved inside and outside of Church organisations can help to improve the effectiveness of any measures taken.</i>	

	Criteria	Fully in Place	Partially in Place	Not in Place
7.1	There is a written plan showing what steps will			

	be taken to keep children safe, who is responsible for implementing these measures and when these will be completed.	✓		
7.2	The human or financial resources necessary for implementing the plan are made available.	✓		
7.3	Arrangements are in place to monitor compliance with child protection policies and procedures.	✓		
7.4	Processes are in place to ask parishioners (children and parents/ carers) about their views on policies and practices for keeping children safe.			✓
7.5	All incidents, allegations/ suspicions of abuse are recorded and stored securely.	✓		

Recommendations:

- Reference to criteria 7.4 is required. This should be appropriate to the Congregation's functioning.

Overall Child Protection Policy Rating: Satisfactory

Conclusion

The Society of the Holy Child Jesus has a small presence in Ireland. The safeguarding policy is adequate and deemed appropriate given its small presence in Ireland which consists mainly of elderly retired sisters and it does not provide direct ministry with children. A single sister is involved in ministry where children are present. This sister follows the safeguarding policy in place by the parish. There has been no case of an allegation of child sexual abuse being made against any member of the Society. The audit team have no concerns about this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The NBSCCCI reviewed the Society's policies and practices in November 2014. It was noted in the review report that the Society has in place a child safeguarding policy and procedures document and an appropriately trained designated liaison person who provides safeguarding information to her colleagues. The safeguarding representative for the Society advised that it is committed to updating its policy document in line with the NBSCCCI revised guidelines in 2016. Given the above the audit team is satisfied that the Congregation has appropriate safeguarding structures in place.

45. The Society of the Sacred Heart (RSCJ)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	Yes	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Society of the Sacred Heart was founded by in France by Saint Madeline Sophie Barat in 1800. The Society arrived to County Tipperary in 1842. Today, the Society is present in 42 countries across Asia, Africa, Europe, South America and Australia. Education was the core ministry of the Congregation with education facilities being established over the years in Counties Tipperary (Roscrea), where the first Sacred Heart convent was founded in 1842, Armagh (St. Catherine's College and Mount St. Catherine's primary school) and Dublin (Mount Anville, Leeson Street and Monkstown). The Society is trustee of Mount Anville primary school. The ownership and trusteeship of Mount Anville montessori, junior and secondary schools have been transferred to Mount Anville Sacred Heart Education Trust Ltd.

At the time of compiling audit data there were 49 sisters of the Society residing in Ireland. Of these four sisters were involved in education ministry which involved children. These sisters follow the child protection policies in their places of employment. Remaining sisters are retired but remain involved in forms of voluntary ministries involving adults.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

Date of Child Protection Policy document: May 2013

Benchmark Document: Safeguarding Children: Standards and Guidance Document for the Catholic Church in Ireland (NBSCCCI) (2009).

The policy document is confined to an unsigned two page information sheet which concentrated solely on the Congregation's guidelines on receiving an allegation of abuse. It must be inserted in this information sheet that allegations of abuse are promptly reported to the child protection statutory authorities. The name and phone number of the Congregation's designated liaison person and deputy designated liaison person was stated. The contact details of the statutory authorities require insertion in the document. The names and phone numbers of counselling agencies were also noted.

Conclusion

The Society co-operated fully with the audit team over the course of the audit process. It is evident though, following discussions and a review of the data submitted that current safeguarding personnel understand the child protection system. It is clear that sisters in ministry are required to abide by the child safeguarding policies in their places of ministry. There has been no case of an allegation being made known to the Society that falls within the remit of this audit. The audit team have no concerns regarding this Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. In 2014 the Society's policy and procedures were reviewed by the NBSCCCI. The review report concluded that the Society is fully aware of its responsibilities regarding child protection and safeguarding, and has demonstrated a commitment to both. The Society's safeguarding policy document was updated in 2014. The NBSCCCI viewed the document as being adequate and fit for purpose, proportionate to the ministry the sisters have with children. The Congregation is committed to developing its policy document in line with the NBSCCCI revised guidelines in 2016.

46. Ursulines of Jesus (UJ)

Report Format	
PART 1 (A)	Audit Documentation
PART 1 (B)	Overview of Religious Order
PART 2	Child Safeguarding Policy, Procedures and Practices Review and Recommendations

PART 1 (A) Audit Documentation

	Original Checklist of CFA and RO requirements	On File		2013 Checklist of CFA and RO requirements	On File
1.	Original CFA Ferns Audit Questionnaire (Appendix A) 2006	Yes	1.	CFA consultation with RO	By correspondence
2.	CFA Ferns Audit Questionnaire Section 5 2009/2010	Yes	2.	Section 5 Audit Updated Data 2013	NA
3.	CFA Ferns Section 5 Audit 2009 Data	NA	3.	Verification Process with CFA	NA
4.	Updated CFA Ferns Audit Questionnaire (Appendix A) 2009	Yes	4.	Verification Process with AGS	Yes
5.	Child Protection Policy, Procedures and Practices Document	No	5.	Signed NBSCCCI Memorandum of Understanding	Yes

PART 1 (B) Overview of Religious Order

The Ursulines of Jesus were founded in the early 19th century in France, through the efforts of Louis Marie Baudouin an ordained priest, and Charlotte Gabrielle Ranfray a hospitallier sister in La Rochelle. The Congregation, originally known as the Congregation of the Daughters of the Incarnate Word, later became known as the Ursulines of Jesus. Today, the Congregation is an international one, operating in ten countries in Europe, Africa and Latin America. In the United Kingdom and Ireland,

their original ministries were in education, nursing and support of priests. In Ireland they set up a school for girls in Co. Derry in 1912, with sisters involved in student care in Dundalk in the 50's and 60's, with others involved in retreat work in Waterford until 1997.

At the time of information gathering for the audit, there were six sisters present in Ireland, with an average age of some 70 years. One sister has ministry with children, in school catechesis, while other sisters engage in school visitation and the training of altar servers.

PART 2 Child Safeguarding Policy, Procedures and Practices Review and Recommendations

The Congregation does not have its own child protection policy. The General Councillor has advised that sisters engaged in work with children follow the safeguarding guidelines appropriate to their place of work; that is the Department of Education and Skills and diocesan policy.

Conclusion

The Ursulines of Jesus engaged well with the audit process from the outset and displayed a clear understanding of and commitment to the child safeguarding process. Although they do not have a Congregational policy per se, the sisters engaged in ministry with children are familiar with and adhere to the child protection policies of the organisations for which they work, and keep themselves familiar with developments in the field of safeguarding. However, as a result of the Congregation signing the NBSCCCI memorandum of understanding they have committed themselves to implementing a child safeguarding policy and procedures document. The Congregation needs to consider their position in this regard going forward. There has been no case of a child sexual abuse allegation being made against a member of the Congregation. The audit team do not have any concerns regarding the Congregation.

Safeguarding Developments 2013-2015

In December 2015 each Religious Order was afforded an opportunity to submit a brief synopsis on any safeguarding developments that have occurred in their Religious Order since 2013. The Congregation was audited by the NBSCCCI in September 2014. The reviewers concluded that in view of the small scale of the Congregation and absence of any child safeguarding concerns, there was no presenting reason to conduct a detailed review. The General Councillor reported that they are committed to implementing the NBSCCCI revised guidelines in 2016 and that all sisters are aware of and are compliant with the seven standards contained in the current NBSCCCI document.

Chapter 7 Conclusions and Recommendations

The conclusions drawn from this audit are presented and discussed in this final chapter. This is followed by recommendations for further consideration. The completion of the audit in full has enabled the audit team to accurately address the purpose of the audit. The following overview outlines the context of how the audit team addressed the aim of the audit.

7.1 Overview of audit and addressing its purpose

The audit team was tasked with reviewing Religious Orders compliance with the Ferns Report recommendations of 2005. This involved addressing Religious Orders reaction to allegations of child sexual abuse and assessing Religious Orders child

safeguarding policies, procedures and practices. The audit, involving Religious Orders is the second phase of the audit process with the first phase 'Audit of Safeguarding in the Catholic Church Volume 1 Dioceses Report' completed in 2012.

The background to the overall audit was outlined in chapter one which included a chronology of events leading to the format of the audit process. Historical and current Church and State guidance documents are summarised in chapter two. A description of what constitutes a Religious Order is outlined in chapter three. The chapter also looked at the presence of Religious Order in Ireland, the various religious vocation categories and the ministry of Religious Orders. The categorisation of Religious Orders, the overview of findings upon assessing allegations and risk management mechanisms are detailed in chapter four. Limitations of the audit and key learning are also discussed in this chapter. Chapter five contained the methodology of the audit and of the specific methods used. Chapter six provided detailed reports relating to each Religious Order. This is followed by final conclusions reached and recommendations drawn for further consideration in chapter 7.

7.2 Conclusions

7.2.1 Statutory authority and Religious Order Collaboration

The statutory and voluntary collaboration process proved a positive experience and produced successful outcomes. The partnership has enabled the audit team to conduct the audit in full and ascertain concrete conclusions regarding the functioning of Religious Orders at a particular point in time. Religious Orders participation with the audit questionnaires, at audit meetings, provision of safeguarding documents and sharing of safeguarding arrangements demonstrated a high level of engagement.

The status of each Religious Order's operational child safeguarding policies, practices and procedures and efforts to establish the levels of risk to children has been arrived at. It has been deduced that Religious Orders have gained an increased understanding of the child protection process. This has been achieved by Religious Orders ongoing liaison with the CFA and also the NBSCCCI and An Garda Síochána.

The rapport developed and maintained between the CFA and Religious Orders over the years has created the foundation for future work between both agencies. It is evident this successful collaboration has assisted Religious Orders in developing and improving child safeguarding practices. These practices must be supported to ensure Religious Orders remain vigilant in promoting child safeguarding and appropriately responding to allegations of child sex abuse.

At this point in time, having identified the safeguarding practices of Religious Orders and concluded upon reactions to allegations there is no evidence to suggest a further audit is necessary.

7.2.2 Safeguarding Practices

When notifications of abuse are brought to the attention of Religious Orders they are required to immediately notify the statutory authorities (within 1-3 days). Following the publishing of the most recent Church guidance in 2009 it is evident there was delays by Religious Orders in responding immediately to allegations of abuse. Even though improvements were noted delays in reporting is a concern to the CFA. Whilst Religious Orders offered reasons to explain the delays it is stated in policy that all allegations of abuse must be responded to with immediacy.

Whilst deficits in responding promptly to allegations of abuse existed, the majority of Religious Orders were implementing other risk management mechanisms notably in

removing individuals from ministry upon receipt of notifications of abuse and devising forms of safety plans aimed at curtailing potential risks to children. Direction was given by the audit team to those Religious Orders who were not implementing safe risk management methods. Religious Orders must remain clear with relation to their responsibilities in managing those individuals who pose a risk to children. This must be reflected in ongoing policy and practice. Given the above statutory oversight of safeguarding arrangements is required to ensure accusations are reported without delay to the statutory authorities. Also, to ensure that Religious Orders are taking all necessary protective measures.

As outlined earlier in this report, a difference in the numbers of allegations known to Religious Orders and the statutory authorities was noted. Additionally, anomalies existed regarding the reporting of allegations to the appropriate CFA social work departments and An Garda Síochána. In order to rectify this disparity, a national system of monitoring allegations notified to the CFA by both Religious Orders and Church authorities and An Garda Síochána is required. This system should be managed by the CFA would hold responsibility for receiving, processing and circulating clerical and religious child sexual abuse referrals to relevant social work departments. This would replicate the process already in place between Religious Orders and An Garda Síochána and ensure appropriate social work areas receive referrals. Efforts are required to ensure Religious Orders are compliant with reporting procedures.

7.2.3 Safeguarding Policies

Role and responsibilities central to establishing of a child safeguarding framework include the development of a high-quality working policy document and creating structures to support its implementation. Overall there has been an improvement regarding Religious Orders responsibility for responding to allegations of child sexual abuse and promoting the safeguarding of children. These developments are particularly evident in recent years (2013 – 2015). Prior to this there was a delay by many in developing appropriate safeguarding documents. This is despite the fact that revised Church guidelines were developed by the NBSCCCI in 2009. It can therefore be concluded that the conducting of audits by the CFA and the NBSCCCI placed increased responsibility on Religious Orders to develop and implement safeguarding processes.

The implementation of policy documents is dependent on all members of Religious Orders, staff, volunteers and Provincials/ Heads of Religious Orders being supported by safeguarding structures and appointed safeguarding personnel. Through the appointment of trained and experienced internal and external personnel, developments of safeguarding structures and provision of supports to complainants of abuse Religious Orders have, through the provision of resources developed and strengthened professional safeguarding structures over the last number of years. These processes must remain to ensure proper implementation of policy and procedures. In the near future, the CFA will have statutory responsibility to maintain a register under Article 13 of the Children First Act 2015, of agencies non-compliant with requirements to have developed a safeguarding statement for children. Given the conclusion above that a national system is required for the reporting of clerical and religious, this is elaborated upon below. This will for the most part be addressed in the implementation of Children First

7.3 Recommendations

Tusla

The CFA to create a national approach to the reporting and management of clerical and religious child sexual abuse allegations. The purpose of this approach being:

- I. To assist Church and Religious bodies with their responsibilities to promptly report allegations of child sexual abuse to the statutory authorities;
- II. To support the existing reporting procedure established by An Garda Síochána;
- III. Receive, process and circulate clerical and religious related child sexual abuse referrals to relevant social work departments;
- IV. Monitor the numbers of allegations received to the CFA from An Garda Síochána;
- V. Monitor the numbers of allegations received to the CFA from Clerical and Religious bodies;
- VI. Monitor the numbers of allegations received to the CFA from external agencies;
- VII. Continue liaising with An Garda Síochána namely the Garda National Protective Services Bureau (GNPSU), to ensure both statutory authorities are aware of any potential risks;
- VIII. To assist the CFA in the monitoring of safeguarding measures implemented by Religious Orders in their efforts to minimise further instances of abuse and maximise risk management mechanisms;
- IX. The CFA to monitor the outcomes of allegations received .
- X. Ensure Religious Orders develop where required and maintain existing policies to ensure robust safeguarding policy and procedures documents are implemented, monitored and adapted as required in line with State legislation and Church guidance.
- XI. The CFA in their efforts to standardise social work practices nationally implement a retrospective child abuse allegation management policy. The CFA to assist Religious Orders in establishing supports and procedures to manage the increased responsibilities with regard to mandatory reporting that will be introduced under Children First legislation 2015.

Religious Orders Catholic Church in Ireland

1. For Religious Orders to take all necessary protective measures in its everyday work to include the retaining of already appointed external independent safeguarding personnel. For those Religious Orders who do not have outside personnel attached to their safeguarding teams' consideration should be given to doing so.
2. Closer liaison between the CFA and Religious Orders to ensure robust safety plans are developed and maintained for those who have perpetrated child sex abuse.
3. That the NBSCCCI ensures Religious Orders develop comprehensive policies that are appropriate to their presence and functioning in Ireland and meet all of the required criteria listed in the NBSCCCI Standards and Guidance document. Such documents should include all of the bodies safeguarding activity.
4. That Religious Orders do not become complacent in implementing and monitoring its safeguarding activity with regard to clerical and religious from

- abroad with difference child protection systems. Safeguarding must become a part of everyday Religious Order life.
5. Religious Orders to provide levels of professional supervision to safeguarding personnel especially to internally appointed designated liaison persons
 6. That Religious Orders engage in training programmes focused on increasing their understanding of the effects of abuse on complainants and their families and on fellow religious members.
 7. Religious Orders engage with appropriately qualified persons to assist them in the ongoing risk assessment of those clerics who are out of ministry. This will assist orders in their determinations of reinstatement where appropriate.

7.3.1 Future Considerations

Whilst this report supports the finding that significant progress has been made by the congregations in the confrontation of their history and at times blatant failures to safeguard and protect children by the appropriate reporting and management of high risk individuals the audit team found itself challenging cultural paradigms within some of the orders. The existence of these paradigms most certainly contributed to increasing the risk under which children were placed.

Whilst some of these paradigms were reflective of unique religious ethos and cultures some were common within society in general. Many of the orders based on the evidence of an absence of current or recent allegations against its members are now beginning to endorse a perspective that the abuse of children by clerics in the Catholic Church is in the past and a historical blight. The audit team are of the opinion that cultural perspectives within the congregations require ongoing attention and warn against complacency. One of the significant shortfalls in some of the congregations was the absence of functional governance and accountability by members to their superiors. These congregations were less likely to be proactive in the management of allegations and those accused of abuse.

The audit team notes that as a result of reduction in vocations within Ireland the congregations are either reducing their ministry in the state or maintaining their numbers by vocations from overseas. This will bring a new generation of clerics into Ireland and will challenge existing paradigms and attitudes to child protection into the future. The nature and structures of some of the congregations does not lend to good governance and or oversight and the church like many other aspects of society must accept the reality of such shortfalls leads to higher risks of those who are vulnerable.

The existence of the Catholic Church Safeguarding Office based in Maynooth is recognised as an essential support to the various Catholic Church bodies in the management of child abuse allegations and the implementation of effective policy and procedures. The audit team would strongly recommend that ongoing work with the orders is commenced in respect of internal governance, training and the management of persons out of ministry. This latter issue is a significant concern for many of the orders who are struggling to understand and implement their responsibilities in respect of such persons. The intertwining of civil and canon law is complex and a significant challenge for the heads of congregations particularly where they are faced with demands to reinstate those out of ministry.

Many of the congregations have invested considerably in professional supports to assist them in the management of child protection, some of these arrangements are external to the orders some are integrated. The audit team would encourage the congregations to consider developing their own expertise in this area and integrate it

as a part of its governance structures. This direct responsibility would go some way towards increasing within church bodies an increased understanding of the impact of adverse cultural paradigms and the creation of an ongoing conceptualisation of safeguarding within the orders which would be sustainable over time.

One of the considerable challenges of this audit was the process of verification of reported allegations, Reports were sent historically to local social work offices, and local Garda stations, sometimes under the misconception that if you sent it to An Garda it would go automatically to the then Health Board and vice versa. Positively data retention systems and centralisation of reporting are been created and introduced to support complementary information matching.

The safeguarding of Irelands children into the future will be underpinned by the soon to be introduced Children's First legislation. The requirements of safeguarding there under will apply to all agencies and services engaged with children. It is envisaged that this legislation will provide clarity on the reporting and assessment of child protection concerns. The audit team notes for their findings that improvements in the reporting of concerns did not per se lead to improvements in vigilance and oversight of the activity of the members of orders historically. Education of those in supervisory authority was noted a having the most significant impact on improved child safeguards within the congregations. The CFA can along with others such as the safeguarding offices play a significant role in the delivery of education and supports to all sectors committed to the welfare of children.

The key challenge to the CFA social work services will be the management of retrospective allegations of clerical child sexual abuse, it has been a point of frustration for the church authorities that they have reported some inconsistencies nationally in how the agency responds to allegations of historical abuse particularly. This matter is under review by child protection services and the congregations have welcomed the introduction in some areas of dedicated retrospective abuse social work teams. It is imperative that a national policy is consistently implemented to ensure that congregation leads can act immediately and appropriately to deal with any risk posed by an individual, it is essential that those with the courage to come forward and make allegations are clear of the process and timeframes that will be applied to their allegations.

Appendices (24 – 32)

NOTE: Appendices 1 – 23 are contained within the ‘*Audit of Safeguarding Arrangements in the Catholic Church in Ireland Volume 1 Dioceses Report*’, available at hse.ie

Appendix 24

Categorisation of Religious Orders

Category 1 Religious Orders (46)

‘Child sexual abuse allegation(s) have been made against a member(s) and the religious order may have ministry involving children in Ireland at present’

1. Augustinians (OSA)
2. Benedictines, Glenstal Abbey (OSB)
3. Blessed Sacrament Congregation (SSS)
4. Brothers of Charity (FC)
5. Capuchins (OFM Cap)
6. Carmelites (OCarm)
7. Christian Brothers (CFC)
8. Cistercians Mellifont (OCSO)
9. Cistercians Mount St. Joseph (OCSO)
10. Cistercians Mount Melleray (OCSO)
11. Columban Missionaries (SSC)
12. Congregation of the Holy Spirit (CSSp)
13. Congregation of the Sacred Hearts (SSCC)
14. Congregation of the Sisters of Mercy, Northern Province (RSM)
15. Congregation of the Sisters of Mercy, South Central (RSM)
16. Congregation of the Sisters of Mercy, Southern Province (RSM)
17. Congregation of the Sisters of Mercy, Western Province (RSM)
18. De La Salle Brothers (FSC)
19. Discalced Carmelites (OCD)
20. Dominicans (OP)
21. Franciscan Brothers (OSF)
22. Franciscans Friars (OFM)
23. Hospitaller Order of St. John of God (OH)
24. Irish Norbertine Canonry (OPraem)
25. Jesuits (SJ)
26. Legionaries of Christ (LC)
27. Marist Brothers (FMS)
28. Marist Fathers (SM)

29. Mill Hill Missionaries (MHM)
30. Missionaries of Africa (WF)
31. Missionaries of the Sacred Heart (MSC)
32. Missionary Oblates of Mary Immaculate (OMI)
33. Pallottine Fathers and Brothers, Irish Province (SCA)
34. Passionists (CP)
35. Patrician Brothers (FSP)
36. Presentation Brothers (FPM)
37. Redemptorists (CSSR)
38. Rosminians (IC)
39. Salesians of Don Bosco (SDB)
40. Servites (OSM) Order of Friar Servants of Mary
41. Society of African Missions (SMA)
42. Society of St. Paul (SSP)
43. Society of the Divine Saviour, The Salvatorians (SDS)
44. Society of the Divine Word Missionaries (SVD)
45. St. Patrick's Missionary Society (SPS)
46. Vincentian Fathers (CM)

Category 2 (A) Religious Orders (9)

'A single CSA allegation has been made against a member with no current risk posed and the religious order may have ministry involving children in Ireland at present'

1. Benedictine Nuns (OSB)
2. Cistercians Our Lady of Bethlehem Abbey (OCSO)
3. Comboni Missionaries (MCCJ)
4. Faithful Companions of Jesus (FCJ)
5. Missionary Sisters of Our Lady of the Apostles (OLA)
6. Order of St. Camillians (MI)
7. Sisters of Charity of St. Paul The Apostle (SCSP)
8. Sisters of St. Louis (SSL)
9. Ursulines of the Irish Union (OSU)

Category 2 (B) Religious Orders (47)

'No CSA allegations have been made against members and whose ministry involves children in Ireland at present or have had ministry with children in the past'

1. Bon Secours Sisters(CBS)
2. Brigidine Sisters (CSB)

3. Cistercians Bolton Abbey (OCSO)
4. Congregation of Dominican Sisters, Cabra (OP)
5. Conventual Franciscans (OFM Conv)
6. Daughters of Charity St. Vincent de Paul (DC)
7. Daughters of Mary and Joseph (DMJ)
8. Daughters of the Heart of Mary (DHM)
9. Daughters of Wisdom (DW)
10. Franciscan Missionaries of Mary (FMM)
11. Good Shepherd Sisters (RGS)
12. Handmaids of the Sacred Heart of Jesus (ACI)
13. Infant Jesus Sisters (IJS)
14. La Sainte Union Sisters (LSU)
15. Little Sisters of the Assumption (LSA)
16. Loreto Sisters (IBVM)
17. Marianist Community (SM)
18. Marist Sisters (SM)
19. Medical Missionaries of Mary (MMM)
20. Missionary Sisters of St. Columban (SSC)
21. Missionary Sisters of the Holy Rosary (MSHR)
22. Missionary Sisters Servants of the Holy Spirit (S.Sp.S)
23. Presentation Sisters – Northern Province (PBVM)
24. Presentation Sisters SE Province (PBVM)
25. Presentation Sisters - South West Province (PBVM)
26. Religious of Jesus and Mary (RJM)
27. Religious of the Sacred Heart of Mary (RSHM)
28. Religious Sisters of Charity (RSC)
29. Sacred Heart Fathers (SCJ)
30. Sacred Hearts Sisters (SS.CC)
31. Salesian Sisters (FMA)
32. Sisters of Christian Instruction (SCI)
33. Sisters of the Christian Retreat (SCR)
34. Sisters of Marie Auxiliatrice (RMA)
35. Sisters of Marie Reparatrice (SMR)
36. Sisters of our Lady of the Missions (RNDM)
37. Sisters of St. John of God (SSJG)
38. Sisters of St. Joseph of Cluny
39. Sisters of St. Clare (OSC)
40. Sisters of St. Joseph of Chambery (CSJ)
41. Sisters of St. Joseph of the Sacred Heart
42. Sisters of the Cross & Passion (CP)

43. Sisters of the Holy Faith (CHF)
44. Sisters of the Holy Family of Bordeaux (HFB)
45. Sisters of Our Lady of Charity
46. Sisters of Sacred Hearts of Jesus and Mary (SSHJM)
47. Society of the Holy Child Jesus (SHCJ)
48. Society of The Sacred Heart (RSCJ)
49. Ursulines of Jesus (UJ)

Category 3 Religious Orders (31)

'No CSA allegations have been made against members and those whose ministry does not involve children in Ireland'

1. Blessed Sacrament Sisters (RSS)
2. Bon Sauveur Sisters
3. Congregation of Alexian Brothers (CFA)
4. Congregation of Our Lady of Sion (NDS)
5. Daughters of the Cross of Liege
6. Daughters of the Holy Spirit (D.H.S)
7. Daughters of Our Lady of the Sacred Heart (FDNSC)
8. Disciples of the Divine Master (PDDM)
9. Dominican Sisters of Catherine of Sienna
10. Franciscan Missionaries of Our Lady (FMOL)
11. Franciscan Missionaries of St. Joseph
12. Franciscan Missionaries of the Divine Motherhood (FMDM)
13. Franciscan Missionary Sisters for Africa (FMSA)
14. Franciscan Missionary Sisters of Littlehampton (FMSL)
15. Franciscan Sisters of the Immaculate Conception (OSF)
16. Holy Family Srs. [EmiliedeRadat] (RHF)
17. La Retraite Sisters (RLR)
18. Little Company of Mary (LCM)
19. Little Sisters of the Poor (LSP)
20. Missionary Sisters of the Assumption (MSA)
21. Our Lady of the Cenacle Sisters (r.c)
22. Poor Servants of the Mother of God (SMG)
23. Religious of Christian Education (RCE)
24. Sisters of Charity of Jesus and Mary (SCJM)
25. Sisters of Charity of Nevers
26. Sisters of Charity of Our Lady Mother of Mercy
27. Sisters of Nazareth

28. Sisters of St. Joseph of Annecy (SSJ)
29. Sisters of St. Joseph of the Apparition (SJA)
30. Sisters of St. Marie Madeleine Postel (SMMP)
31. Sisters of St. Paul of Chartres (CPC)

Appendix 25



Children and Family Services
HSE Dublin North East Region
Dublin North City Area
1st Floor
Ballymun Healthcare Facility
Ballymun
Dublin 9
Tel: (01) 8467140
Fax: (01) 8467524

Private and Confidential

19th March 2013

Re: HSE Ferns Audit of Religious Orders/ Congregations/ Missionary Societies Child Protection Policy, Procedures and Documents

Dear _____,

I write in follow up to previous HSE correspondence relating to the above named audit. I wish to inform you that I have been charged with the task of co-ordinating the National Audit of Religious Orders/ Congregations and Missionary Societies previously conducted by child care managers nationally.

As you may recall the overall aim of the project was to review Religious Orders compliance with the Ferns Report Recommendations of 2005. Assessing compliance was envisaged as two-fold:

1. Assessing the retrospective component i.e. verifying notifications of allegations of child sexual abuse against members of Religious Orders with the HSE and An Garda Síochána and
2. Ensuring each Religious Orders child protection policy, practices and procedures were and continue to be compliant with child protection guidelines issued by Church authorities at various times and more recently with the national guidelines.

Having formally linked with both CORI and the IMU I am taking this opportunity to inform you that though it has been some time since the preliminary work on this task began, a clear commitment to the completion of this task has now been given.

I will be in contact shortly where you will be informed of how this task will be approached. In the meantime should you have any queries or questions please do not hesitate to contact myself or Cora Kelly, Project Leader, at the contact details above.

Yours sincerely,

Tom O'Donnell
Project Manager
National Audit of Religious Orders

Appendix 26



Children and Family Services
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Private and Confidential

03 April 2013

Re: HSE Ferns Audit of Religious Orders/ Congregations/ Missionary Societies Child Protection Policy, Procedures and Practices

Dear _____,

I write in follow up to correspondence of 19 March 2013. I now take this opportunity to inform you of the process of the task to complete the audit. Please see Appendix 1 enclosed for details of this Audit's Terms of Reference.

In order to proceed with the completion of this task we first need to establish the following with each Religious Order/ Congregation/ Missionary Society:

- a. The number of allegations known to each Religious Order/ Congregation/ Missionary Society
- b. If members of the Religious Order/ Congregation/ Missionary Society have current ministry with children
- c. If members of the Religious Order/ Congregation/ Missionary Society have current access to children
- d. The numbers and age profile of members

In follow up to correspondence of December 2009 and in line with a similar request to the Dioceses I am requesting to be informed of the total number of allegations made against members of each Religious Order/ Congregation/Missionary Society i.e. current, former and

deceased and details of those not previously furnished to the HSE as part of the Ferns Audit up to and including 31 March 2013.

Essentially, to fulfil our need in maintaining complete records for each Religious Order/ Congregation/Missionary Society as based on correspondence to and received from individual Religious Orders/ Congregations and Missionary Societies our analysis will be based on same in line with relevant Church and State Child Protection Policy, Procedures and Documents in place at the given times as below:

Audit Requirements	Church and State Child Protection Policy and Procedures
Original HSE Ferns Audit Questionnaire 2006-2007	1995 Framework for a Church Response 1999 Children First 2005 Our Children, Our Church
HSE Ferns Section 5 Audit Questionnaire 2009	2009 Safeguarding Children in the Catholic Church Policy
HSE Ferns Section 5 Audit Data 2009-2010	
Updated HSE Ferns Audit Questionnaire 2009-2010	
Child Protection Policy, Practices and Procedures Document	

Lastly, for your information the most recent Children's First document can be accessed at the following address: www.hse.ie/eng/services/Publications/services/Children/cf2011.pdf

I look forward to hearing from you.

Yours sincerely,

Tom O'Donnell
Project Manager
National Audit of Religious Orders

Appendix 1

Terms of Reference:

1. Determine the current level of risk to children and young people pertaining to each Religious Order, Missionary Society and Congregation.
2. Determine the current status of each Religious Orders', Missionary Societies' and Congregations' operational child protection policy, practice and procedures where they, through their ministry continue to have direct and ongoing contact with children and young people.
3. Determine the level of child sexual abuse allegations made against each Religious Orders', Missionary Societies' and Congregations'.
4. Review each Religious Orders', Missionary Societies' and Congregations' compliance with the Ferns Report Recommendations of 2005 and establish non compliance that may require to be brought to the attention of the minister and HSE Child Protection Services for more detailed investigation.
5. The methodology should be cognisant of the methodology engaged during the audit of Church dioceses.
6. Determine a time frame wherein data to be included in the audit is to be considered.

Appendix 27



Children and Family Services
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Private and Confidential

24 June 2013

Re: HSE Ferns Audit of Religious Orders/ Congregations/ Missionary Societies Child Protection Policy, Procedures and Practices

Dear _____,

I write in follow up to correspondence of March and June 2013 and wish to thank you for your assistance to date. I am glad to report that the response rate has been high with just a small number, of either an acknowledgement and/or response, remaining outstanding. Having been informed of the numbers of child sexual abuse allegations made against individual Religious Orders/ Congregations/ Missionary Societies, whether or not each Religious Order/ Congregation/ Missionary Society in Ireland has ministry and or access with children and of the presence of each Religious Order/ Congregation/ Missionary Society in Ireland I now take this opportunity to inform you of the next part of the task.

The concise and specific information acquired for each Religious Order/ Congregation/ Missionary Society was for the purpose of facilitating this office in receiving up-to-date information and to assist in categorising the 135 CORI and IMU member Religious Orders/ Congregations/ Missionary Societies as follows:

1. A HSE visit will be made to all Religious Orders/ Congregations/ Missionary Societies where allegations of child sexual abuse have been made against a current, former or deceased member (s) including those who do not have ministry with children at present. An agenda for the visit will be made known prior to same which are expected to commence late July/ early August. Individual Religious Orders/ Congregations/ Missionary Societies may be exempted from this visit depending on their circumstances for example, where the alleged perpetrator(s) are now deceased and where Religious Orders/ Congregations/ Missionary Societies do not have ministry with children or direct access to them. This will be determined on a case by case basis.
2. Where a zero return of child sexual abuse allegations has been returned for Religious Orders/ Congregations/ Missionary Societies which have ministry and access with children in Ireland a review of

the Religious Orders/ Congregations/ Missionary Societies child protection policy, procedures and practices will take place via correspondence.

3. Where a zero return of child sexual abuse allegations has been returned for Religious Orders/ Congregations/ Missionary Societies who do not have ministry or access with children in Ireland further HSE work will not be required and the Ferns Audit task will cease pending completion of note A below.

To note:

(A) Verification of child sexual abuse allegations

For all of the categories both the HSE and An Garda Síochána will be tasked with verifying details made known relating to child sexual abuse allegations. For those in category three the audit process will not cease until the verification process is complete after which stage formal correspondence will be issued from this office informing of the end of the audit task.

(B) Child protection policy, procedures and practices

For categories one and two each Religious Order/ Congregation/ Missionary Society will be requested to submit a copy of their child protection policy, procedures and practices document for review by this office. Each Religious Order/ Congregation/ Missionary Society will also be asked to indicate any other child protection policies, procedures and practices guiding their ministry for example Diocesan, Department of Education and Skills. Feedback will be provided at the HSE meeting for category one and via correspondence for category two Religious Orders/ Congregations/ Missionary Societies.

You will be aware at this stage which category your Religious Order/ Congregation/ Missionary Society aligns to. With this, each Religious Order/ Congregation/ Missionary Society categorised into category one or two will receive correspondence informing them of the next step of the process. As indicated earlier, final correspondence will be made to category three Religious Orders/ Congregations/ Missionary Societies once the verification process, currently in process, is complete.

Thanking you for your continued co-operation and assistance.

Yours sincerely,

Tom O'Donnell
Project Manager
National Audit of Religious Orders

Appendix 28



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

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Private and Confidential

03 July 2013

Re: HSE Ferns Audit of Religious Orders/ Congregations/ Missionary Societies Child Protection Policy, Procedures and Practices

Dear _____,

I write in follow up to correspondence of 24 June 2013. As allegations of child sexual abuse have been made against current, former or deceased members of your Order/ Congregation/ Missionary Society I wish to inform you that a HSE visit will take place with you and request that your Order's child safeguarding officer/ designated person be present also.

In preparation for same can you please submit to this office a copy of your Orders child protection policy, procedures and practices document for review by this office. As previously indicated feedback on same will be provided at the HSE meeting. Also, can you indicate any other child protection policies, procedures and practices guiding your ministry for example Diocesan, Department of Education and Skills etc. For those who have submitted their policies please ignore this part.

For your information please see enclosed a copy of the agenda and recording form for discussion at the meeting.

While I am aware that summer is a busy time for you I am hopeful a suitable date can be scheduled ASAP. I would be grateful if you would contact Cora Kelly, Project Leader, at the above number to schedule a date that suits. We are hoping to commence our visits by the end of this month and expect this process to continue on an ongoing basis until completion – depending on a favourable time-frame being agreed with the Religious Orders/ Congregations and Missionary Societies.

Thanking you for your continued co-operation and assistance and I look forward to hearing from you.

Yours sincerely, |

Tom O'Donnell
Project Manager
National Audit of Religious Orders

Appendix 29



Children and Family Services
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Tel: (01) 8467140
Fax: (01) 8467524

Private and Confidential

04 July 2013

Re: HSE Ferns Audit of Religious Orders/ Congregations/ Missionary Societies Child Protection Policy, Procedures and Practices

Dear _____,

I write in follow up to correspondence of 24 June 2013. Following a review of all HSE Ferns audit correspondence to date the HSE can confirm at this stage that there has been no child sexual abuse allegations made against any member of your Order. An Garda Síochána will be tasked with verifying details made known relating to child sexual abuse allegations.

As you are aware that for those Religious Orders/ Congregations/ Missionary Societies that have ministry and access (through indirect ministry) with children in Ireland a review of their child protection policy, procedures and practices will take place via correspondence. With this, can you please submit to this office a copy of your Orders child protection policy, procedures and practices document for review by this office. As previously indicated feedback on same will be provided following the review. For those who have submitted recent/ updated policies please ignore this.

Also, can you indicate any other child protection policies, procedures and practices guiding the ministry of your members for example Diocesan, Department of Education and Skills etc.

In summary two tasks remain outstanding in order to complete the Ferns Audit process:

1. An Garda Síochána verification task
2. Review of your Orders child protection policy, procedures and practices.


Thanking you for your continued co-operation and assistance and I look forward to hearing from you.

Yours sincerely, |

Tom O'Donnell
Project Manager
National Audit of Religious Order

4


Appendix 30

	Agenda of HSE meeting with Religious Orders, Congregation and Missionary Societies
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Purpose: Complete HSE Ferns task of Auditing Religious Orders, Congregation and Missionary Societies Child Protection Policy, Practices and Procedures

Agenda:

1. HSE introduction to Ferns Audit Task
2. HSE verification of Audit documents on file
3. Discussion on background and function of your Order/ Congregation/ Missionary Society
4. Child protection policies and procedures
5. Complete verification task – *to include name, dob and addresses of alleged accused and of complainants where known, date and location alleged abuse occurred, date first informed of allegation, date and whom in the HSE and Gardai was informed of the allegation*
6. Discussion on Monitoring Arrangements and Safety Plans if applicable
7. Any other questions

 <p>Feidhmeannacht na Seirbhíse Sláinte Health Service Executive</p>	<p>Recording Form of HSE meeting with Religious Orders, Congregation and Missionary Societies</p> <p>Re: Ferns Audit of Child Protection Policy, Procedures and Practices</p>
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Purpose: Complete HSE Ferns task of Auditing Religious Orders, Congregation and Missionary Societies Child Protection Policy, Practices and Procedures

Name of Religious Order/ Congregation/ Missionary Society:

Time and Date				
Location				
Attendance	Tom O'Donnell, Project Manager, National Audit of Religious Orders Cora Kelly, Project Leader, National Audit of Religious Orders			
Introduction to audit process	Completed by			
Checklist of HSE Audit Documents	Original HSE Ferns Audit Questionnaire 2006-2007	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	HSE Ferns Section 5 Audit Questionnaire 2009	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	<i>*Audit questionnaire as per letter 20.09.2009</i>			
	HSE Ferns Section 5 Audit Data 2009-2010	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	<i>* As per letter dated 18.12.2009 points 1-3</i>			
	Updated HSE Ferns Audit Questionnaire 2009-2010	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	<i>* As per letter dated 18.12.2009 point 5</i>			
	Child Protection Policy, Practices and Procedures Document	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Overview of Religious Order	Mission History Past Ministry Current Ministry			
Total No. of Current Members residing in Ireland				
Required Child	Own based on National Board Standards: Yes <input type="checkbox"/> No <input type="checkbox"/> Date:			

Protection Policies in place	Department of Education and Skills: Yes <input type="checkbox"/> No <input type="checkbox"/> Diocesan: Yes <input type="checkbox"/> No <input type="checkbox"/>
Copy of RO CP+W Policy received	Yes <input type="checkbox"/> No <input type="checkbox"/>
Name of Child Protection Designated Officer + Deputy	Child Protection Designated Officer: Deputy Child Protection Designated Officer:
Advisory Panel in Place	Yes <input type="checkbox"/> No <input type="checkbox"/> No. of Members: Summary of professional backgrounds of members:
Verification Task Completed	Yes <input type="checkbox"/> No <input type="checkbox"/>
Child Protection Risk Management for those out of ministry whom allegations have been made against + Overall Risk Management CP Training/ awareness/ Garda vetting of members	Safety Plans in place: Yes <input type="checkbox"/> No <input type="checkbox"/> For how many: Monitoring Arrangements in place: Yes <input type="checkbox"/> No <input type="checkbox"/> Is the Community Leader/ Prior aware of Orders Child Protection Policy, Procedures and Practices: Yes <input type="checkbox"/> No <input type="checkbox"/> + Trained in National Boards Child Protection Standards: Yes <input type="checkbox"/> No <input type="checkbox"/>
Identified Action Areas	⇒ Child protection policy for review and comment by HSE ⇒ ⇒ ⇒

Signed: _____

Date: _____

Tom O'Donnell

Project Manager

Signed: _____
Cora Kelly
Project Leader

Date: _____

Appendix 31



2nd Floor
Units 4/5 Nexus Building
Blanchardstown Corporate Park
Ballycoolin
Dublin 15
01-8976888
cora.kelly@tusla.ie

16 December 2015

Re: CFA Ferns Audit of Religious Orders/ Congregations/ Missionary Societies Child Protection Policy, Procedures and Practices

Dear _____,

I am writing to inform you that the work of completing the Ferns Audit of Religious Orders, Congregations, and Missionary Societies has been re-commenced with a view to completion in 2016. At this stage of the Ferns Audit process I am happy to inform you that we are now in the process of finalising the format of the actual report. A sample report in draft form has been issued to certain religious orders in order to obtain feedback and general comments both on the format and content of the report with the aim of arriving at a format that fully reflects the terms of reference set for the audit. Copies of these draft reports, with the permission of those religious orders, will also be forwarded to both CORI and the IMU for comment.

There have been significant developments in the area of child protection within the Catholic Church in Ireland in the last number of years, with an attendant amount of work being undertaken by the religious orders as a whole in this regard. While acknowledging this in the audit report, I have to state that the audit, will, of necessity be reflective of the child protection situation within the church at a specific point in time i.e. end of December 2013. This date was chosen for a number of reasons, not least of which is that the volume of information made available to the agency was such that it was necessary to determine a definitive "cut-off" point for the audit. However, as stated above, acknowledgement will be made, both on an individual and generic basis of developments within the safeguarding field in the Catholic Church in Ireland.

It is necessary therefore to seek information, supplementary to that already gathered, from all religious orders in order to complete this work. The information being requested relates to any child sexual abuse allegations that have been made known to the orders from 01 April 2013 to the 31st December 2013.

I am requesting that if any child sexual abuse allegations were made known to your order from 01 April 2013 to the 31st December 2013 that the following information is submitted by post or email no later than Friday 8th January 2016:

- Name, address & dob of accused
- Name of complainant
- Location and date of alleged CSA
- Source of referral
- To whom and when the CFA + AGS was informed
- Risk management structures in place (safety plan, professional risk assessment)

Also, as stated above, we are aware that significant progress has been made within the Catholic Church in respect of Child Protection Policy, Procedures and Practices in the last number of years. We would therefore welcome a short submission in respect of such developments in your order in Ireland. This should be based on any developments that have occurred since our meeting with you in 2013-2014 (category 1 religious orders) or documentation received by postal/ email correspondence in 2013-2014 (category 2* and category 2 religious orders). Category 3 religious orders are exempt from this task. Submissions received will be included in the final report.

I am available at the above address and telephone number to answer any clarifications, or queries you may have.

Thank you for your attention and ongoing co-operation with this process to date.

Yours sincerely,



Cora Kelly
Project Manager

Appendix 32

Child Protection Policy Rating Sheet

Religious Order:

Evaluating criteria

* All criteria carry the same weight.

Standard	No. of criteria	In place	Partially in place	Not in place
Standard 1	9			
Standard 2	7			
Standard 3	12			
Standard 4	4			
Standard 5	6			
Standard 6	5			
Standard 7	5			
Total	48			

Child Protection Policy Rating

Rating	Policy Requirements	Criteria required to met ratings Sum of criteria 'in place' and 'partially in place'
Excellent	The policy included all elements required in a child protection policy; were stated clearly and the policy was easy to read and understand.	44-48
Satisfactory	The policy contained the basic elements required of a child protection policy. Further adjustments required.	22-43
Unsatisfactory	The policy was unclear, lacked understanding with re-drafting required.	0-21

Overall Child Protection Policy Rating:

