



Safeguarding
— KILLALOE —

YOUTH MINISTRY SELF ADUIT 2019

Please complete by 5th December 2019 and return to Cleo Yates
Killaloe Diocesan Office, Westbourne. Cusack Road. Ennis. Co. Clare V95 63H

NOVEMBER 1, 2019
DIOCESE OF KILLALOE

Name of Youth Group		Year of Audit	2019
Names of Persons Completing the Audit	<u>1</u> <u>2</u> <u>3</u> <u>4</u> <u>5</u>		
Developing a Culture of Safety			
Is there a Safeguarding Representative in place?			Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, please give name and contact info		Name:	
		Contact Number:	
Has the Safeguarding Representative been introduced to all members of the Youth Group / Ministry?			Yes <input type="checkbox"/> No <input type="checkbox"/>
Comments:			
Is the Diocesan Safeguarding poster with the contact details for the Gardaí, Tusla and the Designated Liaison Person prominently displayed in the place where the group gathers?			Yes <input type="checkbox"/> No <input type="checkbox"/>
Comments:			
Is there a code of behaviour in place for adult volunteers and signed by them?			Yes <input type="checkbox"/> No <input type="checkbox"/>
Comments:			
Is there a code of behaviour in place for the Youth and signed by them?			Yes <input type="checkbox"/> No <input type="checkbox"/>
Comments:			

Is there a signed consent for all U18s and their parents?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is there a sign in / sign out book/register for the following? Comments:	All Members U18 Yes <input type="checkbox"/> No <input type="checkbox"/> All Members Over 18 Yes <input type="checkbox"/> No <input type="checkbox"/> All Adult leaders Yes <input type="checkbox"/> No <input type="checkbox"/>
Is there an appropriate number of volunteers to supervise the group? Comments:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are all forms in use i.e. Consent, Media, Risk Assessment, Incident/Accident etc. kept up to date Comments:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is there provision for the secure storage of documentation Comments:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are all facilities in use compliant with health and safety standards? Comments:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is there a fully stocked first aid kit available in all facilities?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Youth Group / Youth Activities

<p>Has the Youth Group a Yearly plan of activities in place? (if applicable) is yes, please attach.</p> <p>Comments:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Is there a Risk Assessment completed before each activity?</p> <p>Comments:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Have all parents of u18 members been made aware of activities in advance by Youth Leaders?</p> <p>Comments:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>How do Youth Leaders Contact Youth Group members? Please specify :</p> <p>Comments:</p>	
<p>Have all Leaders been Garda vetted? If No please state why.</p> <p>Comments:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Have all Adult Leaders/Volunteers completed approved Safeguarding children training?</p> <p>If so, when</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

Have all Youth group members u18 and their parents signed a joint consent form allowing them to be a part of the group? If No please state why.	Yes <input type="checkbox"/> No <input type="checkbox"/>
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Please list below all Clergy/Leaders/ Safeguarding Representatives who have completed approved training as well as those who require new training or an update

Name	Year of Training	Full Day Please tick	2hr Info session Please tick

Is there a social media site in the Youth Groups name?

Facebook	Yes <input type="checkbox"/> No <input type="checkbox"/>
Twitter	Yes <input type="checkbox"/> No <input type="checkbox"/>
Instagram	Yes <input type="checkbox"/> No <input type="checkbox"/>
Snapchat	Yes <input type="checkbox"/> No <input type="checkbox"/>
Website	Yes <input type="checkbox"/> No <input type="checkbox"/>
Other (Please Name)	
Comments:	

(If yes to any of the above) Has the Youth Group Guidelines in place for both Leaders and Youth group members using the social media site?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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(If yes to any of the above) Is there a section in the code of conduct regarding appropriate use of social media and the sharing of media for both Adult Leaders and members of the Youth Group?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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