

Interim Guidance on the use of facilities within the Missionary Society of St Columban, Dalgan Park, Navan (August 2015)

Purpose of guidance: The purpose of this document is to provide a clear overview of the procedures for the use of the facilities for residential groups (those involving young people).

Available Facilities: The Missionary Society of St. Columban, Region of Ireland has one facility that can be used for residential purposes, the IMU Centre. The IMU centre which is situated in the main college building (including the residential areas for the Columban fathers) has residential facilities for male and female residents in single bedrooms (not en-suite). These sleeping areas are on two separate floors the male rooms on the first floor and the female on the second floor. Within the IMU centre there are three conference areas and a kitchen; a stairway within the centre is shared with the Columban Fathers.

The Missionary Society of St. Columban has clear policies and procedures in relation to safeguarding children. Any group/organisation operating under the name/auspice of the Society must comply with the Society requirements.

As outlined in our policy statement "Each child shall 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"

As a Society who provides the use of facilities and services to individuals and groups who work with children and young people (service users) it is our responsibility to ensure that all reasonable steps are taken to safeguard children and young people using our facilities and services.

To ensure best practice in relation to safeguarding, under 12 year olds will not be accommodated at the centre. This is regardless of whether they are accompanied by their parents/responsible adult.

Prior to any event/retreat etc. taking place within the IMU centre a risk assessment needs to be completed for that activity. In light of the results of the risk assessment a management plan should be put in place to ensure the safety and welfare of all utilizing the centre.