



Missionary Society of St. Columban

Region of Ireland

Annual Report Safeguarding 2023



Missionary Society of St. Columban
Dalgan Park, Navan Co. Meath



SAFEGUARDING COMMITTEE REPORT 2023 REGION OF IRELAND MISSIONARY SOCIETY OF ST. COLUMBAN



Meetings

The safeguarding committee met during the year, meetings were held in March, June, October and December. A report was generated from each meeting and signed by Sandra Neville (Chairperson).

➤ Areas of work addressed by the committee were:

- **Annual Report:**

An annual report for 2022 was developed, signed off by the committee. The report was forwarded to Fr Raymond Husband (Regional Director), Fr Tim Mulroy (Superior General), NBSCCCI Office will be informed of the completion of the annual report. The report is also accessible on the website: www.columbans.ie

- **Guidance document on visitors residing in Dalgan Park**

A guidance document for visitors who may reside in Dalgan Park for an extended period as drafted. This document was shared with the house personnel.

- **Training and support:**

A report on training and support activities was delivered and discussed at each meeting. A Safeguarding Refresher course was delivered to the members in March. The Regional Director, Community Leader and Safeguarding Co-ordinator attended various trainings offered by the National Safeguarding Board. Annual training plan and report form part of the annual report.

- **Communication of the safeguarding message:**

In June 2023 the Safeguarding Newsletter was developed and distributed to all members, staff and volunteers. The newsletter is a great tool for highlighting changes in law and in practice of the safeguarding children's policies within the state.

- **Garda Vetting:**

The Safeguarding committee has successfully overseen the Garda Vetting of the personnel within the Irish Region including society members and staff during 2023

- **Auditing and review:**

Annual report 2023 was prepared following completion of progress reports by both community houses.

➤ **Ongoing and future work or tasks of the Safeguarding Committee during 2024:**

The Safeguarding Committee has identified several tasks to be undertaken during 2024 as follows:

- a) Due to the review of the NBSCCCI's safeguarding children policy, the committee agreed to wait until this process was completed and then we will review if we should update the current policy or avail of the NBSCCCI's policy and guidance.
- b) Compliance with GDPR in relation to safeguarding
- c) Continue to update the Safeguarding element of the official website where old documents will be archived and the home page is current containing the current Child Safeguarding Policy and Procedures Document 2018.
- d) To update data base in relation to Garda Vetting, priest's agreement etc.
- e) Implementation of the Safeguarding Strategic Plan (2022-2025)

➤ **Membership:**

Sandra Neville (Chairperson, Safeguarding Officer), Michael O'Sullivan (JPIC Outreach), Fr Donal Hogan (Deputy DLP) and Fr Padraig O'Donovan (House Superior/ First Councillor).



Training Report Safeguarding 2023 Missionary Society of St. Columban

Green: Safeguarding Training **Blue: NBSCCCI Training** **Red: Safeguarding Conference** **Orange: Other**

TRAINING	DELIVERED BY	DATE	ATTENDANCE
Refresher Course	Sandra Neville	02/03/23	5 members 2 Pastoral workers
Session with Detective Ian Lackey	NBSCCCI	20/03/23	Sandra Neville
Embedding a Culture of Safeguarding	NBSCCCI	16/05/23	Sandra Neville
Information session on draft Child Safeguarding Policy	NBSCCCI	05/07/23	Sandra Neville
Safeguarding Ecclesiastical Provincial Area Meeting	NBSCCCI	30/11/23	Sandra Neville



Safeguarding Annual Training Plan-2024

Region Of Ireland
Missionary Society of St. Columban

Region of Ireland Safeguarding - Annual Training Plan – 2024

Target Group	Training required	Delivery by Region Registered Trainers	Delivery by NBSCCCI	When	Location	Cost
Members	Refresher training (every three years) or annual information update.	Yes	No	Dates to be arranged Spring 2024	Dalgan Park	
Members returning from overseas to the Region	Safeguarding refresher	Yes	No	As required	DalganPark	
Staff – if applicable	Information Session every three years	Yes	No	Dates to be arranged Spring 2024	Dalgan Park	
New Staff – if applicable	Information Session	Yes	No	As required	As part of induction when staff commence work	
Leadership Team						
				TBA	TBA	
Safeguarding Committee			Yes	TBA	TBA	
Safeguarding Officer			Yes			
			Yes	TBA	TBA	
Safeguarding Trainer	Annual Update for Trainers		Yes	TBA	Maynooth	
Support Personnel						
Priests Advisers						
Designated Liaison Person						
Liaison Person for Vetting	As Required	No	No	Dates to be provided by National Vetting Bureau		



COMMUNICATION PLAN 2024

REGION OF IRELAND

MISSIONARY SOCIETY OF ST. COLUMBAN



WHO	WHAT	HOW	WHO IS RESPONSIBLE?	WHEN	REVIEW
<i>Members Staff & Volunteers</i>	Safeguarding Policy & Procedures	Printed Copies	Electronic version on website. Hard copies may be printed this year. Safeguarding Officer ensures that personnel are aware how to source the policy documents.	Annually	Annually
		Website: www.columbans.ie	Website Manager with assistance from the Safeguarding Officer	Annually or when necessary	Annually
	How to Report a concern	Refresher Sessions	Safeguarding Trainer	As necessary	
		Safeguarding Policy	Safeguarding Officer.		
		Website: www.columbans.ie	Website Manager with assistance from the Safeguarding Officer	Annually	Annually
		Safeguarding Posters on display.	Safeguarding Officer	Weekly	Annually
	Name & Contact Details of DLP	Safeguarding Posters.	Safeguarding Officer	Weekly	Annually
		Website: www.columbans.ie	Website Manager	Annually	Annually
		Safeguarding Newsletter	Safeguarding Committee	Bi-Annually	Annually

WHO	WHAT	HOW	WHO IS RESPONSIBLE?	WHEN	REVIEW
<i>Members Staff & Volunteers</i>	Name & Contact Details of DLP	NBSCCCI website: www.safeguarding.ie	Safeguarding Officer informs the NBSCCCI of new or updated information re the DLP	As Necessary	Annually
		Internal Mailing to Members	Regional Leadership	Quarterly	Annually
<i>Leadership & Members</i>	Annual Report & Strategic Plan	Printed copy by mail to Hong Kong Website: www.columbans.ie Newsletter 2024	Safeguarding Officer. Safeguarding Committee	Annually	Annually
<i>External Groups using facilities</i>	Guidance on use of Property. Safeguarding Policy	Printed Copies	Hard copies printed in office. Safeguarding Officer ensures the documents are available for the groups.	As Necessary	Annually.

