

Greywood Arts

Our Child Protection Policy

We in Greywood Arts want to make sure that all children and young people who come to Greywood Arts are safe and are protected from harm. We call this our Child Protection Policy.

Children and young people have a right to:

- ✓ Be safe.
- ✓ Be listened to.
- ✓ Be treated with fairness and respect.
- ✓ Be free from bullying.
- ✓ Get help and support if you've been hurt, neglected or badly treated.

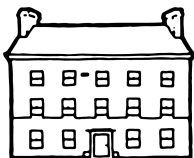
Everyone working in Greywood Arts respects these rights. This is part of our **Code of Behaviour**. Our Child Protection Policy says that if anyone is worried that a child or young person is being hurt, bullied or abused, they should talk to the director, **Jessica Bonenfant Coogan**. Jessica can be contacted at 083 845 1750 or Greywood House, Main Street, Killeagh, Co. Cork.



Abuse is not the fault of the person who is being hurt and nobody ever has the right to abuse anyone else.

If we are worried that a child or young person is not safe or might be harmed, we will talk to people who can help. If this happens Jessica, our Designated Person will explain what is happening.

If you are worried about yourself or another child or young person, the most important thing is to talk to someone about it. The information you share will be kept private and only shared with people who need to know and can help.



Greywood Arts

Remember: Abuse is never your fault.

If you or someone you know is being abused in any way, the best thing you can do is talk to someone who can help.

- Calling people names or saying hurtful things.
- Taking money or food off you.
- Swearing at you.
- Pushing you around.
- Hurting your body in any way, such as pushing, pinching, punching or kicking you.
- Leaving you out or ignoring you.

Remember: Bullying is **NEVER** your fault, and never something that you deserve - you should be able to feel happy and safe wherever you are.

Making a complaint

We welcome comments and suggestions from children, young people, parents and others.

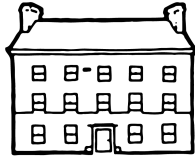
If you are worried or upset by something that happens here you can make a complaint. The person to talk to about complaints is:

Jessica Bonenfant Coogan – 083 8451750
Greywood House, Main Street, Killeagh, Co. Cork

We will listen carefully to your complaint and will answer it within 48 hours.

Remember - if you or someone you know is being abused in any way, the best thing you can do is talk to someone who can help.

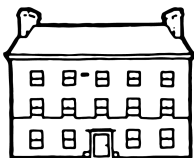
Our code of behaviour helps us to make sure that everyone at Greywood Arts is safe and free from harm.



Greywood Arts

Code of behaviour

Adults/Leaders	Children / Young People
<ul style="list-style-type: none">• Treat everyone fairly and equally.• Listen to what children and young people have to say.• Treat all children and young people as individuals• Have fun and encourage a positive atmosphere.• Create an atmosphere of trust.• Use appropriate language (physical and verbal)• Use age-appropriate teaching aids and materials• Involve children and young people in decision-making, as appropriate.• Provide encouragement, support and praise (regardless of ability)• Offer constructive criticism when needed• Encourage feedback from group• Don't leave children unattended or unsupervised	<ul style="list-style-type: none">• Co-operate with leaders instructions.• Do not tolerate bullying.• Listen to what your peers have to say.• Speak kindly to your peers.



Greywood Arts

Information for Parents

Here at Greywood Arts we are committed to providing a safe environment for children and young people. Children's welfare and safety is our top priority. We comply with Children First: National Guidelines for Child Protection and Welfare. To help us achieve this, we have a Child Protection Policy and Procedures which guide our work. We have:

- ✓ A code of behaviour for staff and volunteers.
- ✓ A safe recruitment policy.
- ✓ A Designated Person, who looks after child protection concerns.
- ✓ A confidentiality policy.
- ✓ A complaints policy.
- ✓ An accidents and incidents reporting policy.

We ask parents and guardians to:

- Read the information provided.
- Talk to us if you have any concerns.
- Co-operate with staff (leaders) in ensuring children and young people are safe.
- Drop and collect children and young people on time and not leave them unattended.
- Give us contact details and let us know who will collect children and young people.

Please feel free to talk to us if you would like more information or if at any time you have any concerns about a child or young person.

Thank you for taking the time to read this information.