



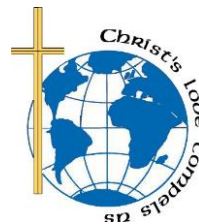
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# St. Patrick's Missionary Society

Region of Ireland

*Annual Report Safeguarding 2024*

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St. Patrick's Missionary Society  
Kiltegan, Co Wicklow



## SAFEGUARDING COMMITTEE REPORT 2024 REGION OF IRELAND ST. PATRICK'S MISSIONARY SOCIETY



### ➤ **Meetings**

The safeguarding committee met throughout the year, meetings were held in February, 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 2023 was developed, signed off by the committee. The report was forwarded to Fr Patrick Murphy (Regional Leader), Fr Richard Filima (Society Leader), NBSCCCI Office were notified by letter. The report is also accessible on the [www.spms.org](http://www.spms.org).

#### - **Training and support:**

A report on training and support activities was delivered and discussed at each meeting. A safeguarding refresher session were delivered to the members in the Kiltegan community. The Regional Leader, Deputy Regional and Safeguarding Co-ordinator attended various trainings offered by the National Safeguarding Board. Annual training plan and report form part of the annual report.

#### - **Revision of Safeguarding Policy:**

In June, the National Board for Safeguarding Children in the Catholic Church in Ireland launched the revised Church Policy; A Safe & Welcoming Church, Safeguarding Children Policy and Standards for the Catholic church in Ireland, 2024. As the committee had decided that we would align with the Church Policy there was no need to adapt the Regional Safeguarding Policy. All the required information is displayed on the website. A summary booklet of the policy was developed, and this was circulated to all the members and staff.

- **Communication of the safeguarding message:**

In July 2024 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 Region of Ireland including society members and staff during 2024

- **Auditing and review:**

Annual report 2024 was prepared following completion of progress reports by all community houses.

➤ **Ongoing and future work or tasks of the Safeguarding Committee during 2025:**

The Safeguarding Committee has identified several tasks to be undertaken during 2025 as follows:

- a) Ensure all members have attended a Safeguarding Refresher Session (every three years).
- b) Compliance with GDPR in relation to safeguarding
- c) Continue to update the Safeguarding element of St. Patrick's Missionary Society official website where old documents will be archived.
- d) To update data base in relation to Garda Vetting, priest's agreement etc.
- e) Implementation of the Safeguarding Strategic Plan (2024 - 2027)

➤ **Membership:**

Sandra Neville (Chairperson, Safeguarding Officer), Laura Murphy (Social Care Manger), Fr Patrick Murphy (Regional Leader), Fr Billy Fulton, Fr David Walsh (Deputy DLP), and Fr Enda Kelly (House Leader).



# Training Report Safeguarding 2024 St. Patrick's Missionary Society



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

TRAINING	DELIVERED BY	DATE	ATTENDANCE
<b>Spirituality &amp; Safeguarding</b>	Fr Barry O'Sullivan - NBSCCCI	10/01/24	Sandra Neville
<b>Induction to Revised Safeguarding Children Policy</b>	NBSCCCI	25/03/24 & 02/05/24	Sandra Neville Fr Pat Murphy & Fr Kyran Murphy
<b>Trainer Meeting</b>	NBSCCCI	18/09/24	Sandra Neville
<b>Refresher Training - Kiltegan</b>	Sandra Neville	23/10/24	49 members



# Safeguarding Annual Training Plan-2025

Region Of Ireland St. Patrick's Missionary Society

## Region of Ireland Safeguarding - Annual Training Plan - 2025

<b>Target Group</b>	<b>Training required</b>	<b>Delivery by Regional Registered Trainer</b>	<b>Delivery by NBSCCCI</b>	<b>When</b>	<b>Location</b>	<b>Cost</b>
<b>Members</b>	Refresher training (every three years) or annual information update.	Yes	No	Dates to be arranged.	St. Patrick's Kiltegan/Cork/Dublin Communities	
<b>Members returning from overseas to the Region</b>	Safeguarding refresher	Yes	No	As required	St. Patrick's Kiltegan	
<b>Staff, if applicable</b>	Information Session every three years	Yes	No	As required	St. Patrick's Kiltegan	
<b>New Staff, if applicable</b>	Information Session	Yes	No	As required	As part of induction when staff commence work	
<b>Leadership Team</b>			Yes			
<b>Safeguarding Committee</b>			Yes	TBA	TBA	
<b>Safeguarding Officer</b>			Yes			
			Yes	TBA	TBA	
<b>Safeguarding Trainer</b>	Annual Update for Trainers		Yes	TBA	Maynooth	
<b>Support Personnel</b>						
<b>Priests Advisers</b>						
<b>Designated Liaison Person</b>						
<b>Liaison Person for Vetting</b>	As Required	No	No	Dates to be provided by National Vetting Bureau		



# COMMUNICATION PLAN 2025

## REGION OF IRELAND

### ST. PATRICK'S MISSIONARY SOCIETY.



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

<b>WHO</b>	<b>WHAT</b>	<b>HOW</b>	<b>WHO IS RESPONSIBLE?</b>	<b>WHEN</b>	<b>REVIEW</b>
<b>Members Staff &amp; Volunteers</b>	<b>Name &amp; Contact Details of DLP</b>	NBSCCCI website: www.safeguarding.ie	Safeguarding Co-ordinator informs the NBSCCCI of new or updated information re the DLP	As Necessary	Annually
		Internal Mailing to Members	Regional Leadership	Quarterly	Annually
<b>Leadership &amp; Members</b>	<b>Annual Report &amp; Strategic Plan</b>	Printed copy by mail to Nairobi.  Website: <a href="http://www.spms.org">www.spms.org</a>  Newsletter 2025	Safeguarding Coordinator  Safeguarding Committee	Annually	Annually
<b>External Groups using facilities</b>	<b>Guidance on use of Property. Safeguarding Policy</b>	Printed Copies	Hard copies printed in office.  Safeguarding Co-ordinator ensures the documents are available for the groups.	As Necessary	Annually.