



St. Patrick's Missionary Society

District of Ireland

Annual Report Safeguarding 2022



St. Patrick's Missionary Society
Kiltegan, Co Wicklow



SAFEGUARDING COMMITTEE REPORT 2022 DISTRICT OF IRELAND ST. PATRICK'S MISSIONARY SOCIETY



➤ **Meetings**

The safeguarding committee met throughout the year, meetings were held in March, September 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 2021 was developed, signed off by the committee. The report was forwarded to Fr Tomas O'Connor (District Leader), Fr Victor Dunne (Society Leader), NBSCCCI Office did not require notification this year (Normally we would notify them by letter). The report is also accessible on the www.spms.org.

- **Training and support:**

A report on training and support activities was delivered and discussed at each meeting. Refresher sessions were delivered to the members in the Kiltegan and Lesson Park communities. The District Leader, Deputy Leader, House 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.

- **Review of Interim guidance for Vulnerable Adults (2016):**

In June the committee reviewed and updated the Vulnerable Adults policy, it is now Adults in Need of Protection or Adults at Risk of Harm Guidance. It may need further revision when and if the legal framework is introduced. This new guidance is now displayed on www.spms.org

- **Communication of the safeguarding message:**

In July 2022 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 District including society members and staff during 2022

- **Auditing and review:**

Annual report 2022 was prepared following completion of progress reports by all community houses.

➤ **Ongoing and future work or tasks of the Safeguarding Committee during 2023:**

The Safeguarding Committee has identified several tasks to be undertaken during 2023 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 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) Following review of the NBSCCCI's Safeguarding Guidance, it will be necessary to review our Safeguarding Children Policy & Procedures
- f) Implementation of the Safeguarding Strategic Plan (2021-2024)

➤ **Membership:**

Sandra Neville (Chairperson, Safeguarding Officer), Laura Murphy (Social Care Manger), Fr Tomas O'Connor (outgoing District Leader), Fr Billy Fulton, Fr David Walsh (Director of Promotions), and Fr Enda Kelly (House Leader).



Training Report Safeguarding 2022 St. Patrick's Missionary Society



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

TRAINING	DELIVERED BY	DATE	ATTENDANCE
Annual Update for Trainers	NBSCCCI	19/01/22	Sandra Neville
Session with CEO Tusla	NBSCCCI	22/03/22	Fr Tomas O'Connor, Fr Enda Kelly & Sandra Neville
Listening Meeting for Adult Safeguarding	NBSCCCI	21/04/22	Sandra Neville
Refresher Training	Sandra Neville	28/04/22	37 members
National Safeguarding Conference	NBSCCCI	11 & 12/ 05/22	Sandra Neville
Transformative Safeguarding	United Edge	September 4 weeks	Sandra Neville
Refresher Training	Sandra Neville	19/11/22	9 members - Lesson Park
Safeguarding Ecclesiastical Provincial Area Meeting	NBSCCCI - Maynooth	23/11/22	Fr Pat Murphy & Fr Kyran Murphy
Safeguarding Ecclesiastical Provincial Area Meeting	NBSCCCI - Knock	1/12/22	Sandra Neville



Safeguarding Annual Training Plan-2023

Region Of Ireland St. Patrick's Missionary Society

District of Ireland Safeguarding - Annual Training Plan - 2023

Target Group	Training required	Delivery by District 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 2023	St. Patrick's Kiltegan/Cork Community	
Members returning from overseas to the District	Safeguarding refresher	Yes	No	As required	St. Patrick's Kiltegan	
Staff, if applicable	Information Session every three years	Yes	No	As required	St. Patrick's Kiltegan	
New Staff, if applicable	Information Session	Yes	No	As required	As part of induction when staff commence work	
Leadership Team			Yes			
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 2023

DISTRICT OF IRELAND

ST. PATRICK'S MISSIONARY SOCIETY.



WHO	WHAT	HOW	WHO IS RESPONSIBLE?	WHEN	REVIEW
Members Staff & Volunteers	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.spms.org	Website Manager with assistance from the Safeguarding Officer	Annually or when necessary	Annually
	How to Report a concern	Information Sessions	Safeguarding Trainer	As necessary	
		Safeguarding Policy	Safeguarding Officer.		
		Website: www.spms.org	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.spms.org	Website Manager	Annually	Annually
		Safeguarding Newsletter	Safeguarding Committee	Bi-Annually	Annually

WHO	WHAT	HOW	WHO IS RESPONSIBLE?	WHEN	REVIEW
Members Staff & Volunteers	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	District Leadership	Quarterly	Annually
Leadership & Members	Annual Report & Strategic Plan	Printed copy by mail to Nairobi. Website: www.spms.org Newsletter 2023	Safeguarding Officer. Safeguarding Committee	Annually	Annually
External Groups using facilities	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.