



Malahide Parish

DOCUMENT: Child Protection Service

TITLE: Child Protection Representatives DATE: 28.02.10

ISSUED BY: Parish Priest APPROVED BY: Parish Council

REF. NO: CPS 02 REVISION: 3

1. **PURPOSE**

To ensure the duties of the Child Protection Representatives are carried out in accordance with the requirements of the Parish Pastoral Council

2. **Scope**

This applies to each Child Protection Representative

3. **RESPONSIBILITY**

Implementation: Parish priest

Authority to Change: Parish Pastoral Council

4. **PROCEDURE**

4.1 It is the duty of the Child protection Representative to ensure that the public has ready access to contact details for the Director of Child Protection.

4.2 It is the duty of the Child protection Representative to facilitate anyone in the Parish in bringing an allegation or suspicion of child abuse to the attention of the Director of Child Protection, should they wish to have such support.

4.3 The Parish Child Protection Representative will be appointed by the Parish after appropriate consultation and agreement with the diocese. The person appointed should have the personal qualities, interest and life experience fitting to the tasks involved.

4.4 The Parish Child Protection Representative will be given a role specification, be required to undergo training and will be able to draw on expert help and support from the Director of Child Protection.

4.5 The Child Protection Representative will be given every assistance by the Parish Pastoral Council in carrying out his/her task.



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- 4.6 The Child Protection Representative does not deal with the reported child abuse him/herself, but refers it to the designated person within the diocese, i.e. the Director of the Child Protection Service.
- 4.7 The Child Protection Representative will carry out unannounced spot checks of parish groups to ensure compliance with the Child protection policies. All Parish groups will be advised by letter that their activities will be checked although specific dates and times will not be given. The results of these spot checks will be reported to the Chairperson of the Parish Pastoral Council.

5. REVISION

| Rev | Date | Comment |
|------------|-------------|----------------------------|
| 0 | 01/05/2007 | New |
| 1 | 12/12/08 | Procedural review |
| 2 | 07.12.09 | Procedural Review |
| 3 | 28.02.10 | Insertion of Paragraph 4.7 |