



POLICIES & PROCEDURES

BANNA CHLUAIN MEALA



OCTOBER, 2023

BANNA CHLUAIN MEALA

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CHILD SAFEGUARDING STATEMENT

BANNA CHLUAIN MEALA has developed a Child Safeguarding Statement guided by requirements under The Children First Act 2015, The Children First National Guidance 2017 and Tusla Child Safeguarding Guidance.

NAME OF ORGANISATION: BANNA CHLUAIN MEALA

ADDRESS: MICK DELAHUNTY SQUARE
CLONMEL
COUNTY TIPPERARY

ROLE OF THE ORGANISATION

BANNA CHLUAIN MEALA is a Youth Marching and Concert Band consisting of approximately 100-150 male and female members usually between the ages of 10 and 20.

The Band's activities include rehearsals, concert and marching performances.

The Band is managed by a Voluntary Board of Directors and Committee.

THE CURRENT BOARD OF DIRECTORS

DANNY CARROLL

TONY O'KEEFE

MICHAEL KIELY

MAJELLA HEWITT FORTE

PETER TAYLOR

PAT FUREY

FERGAL CARROLL

JOHN BYRNE

TOMMY NORRIS

THE CURRENT COMMITTEE MEMBERS

PRESIDENT: DANNY CARROLL

VICE PRESIDENTS: TONY O'KEEFE - PAT FUREY

CHAIRPERSON: MAURICE O'SULLIVAN

VICE CHAIRPERSON: MICHAEL KIELY

SECRETARY: BERNIE LONERGAN

TREASURER:	MICHAEL O’GORMAN
ASSISTANT TREASURER:	TOM CAHILL
MUSICAL DIRECTOR:	PETER TAYLOR
COLORGUARD DIRECTOR:	MAJELLA HEWITT FORTE
HALL & EVENTS MANAGER:	NOEL LONERGAN
CHILD WELFARE OFFICERS AND RELEVANT PERSONS FOR CHILD SAFEGUARDING:	MAJELLA HEWITT FORTE - AIDAN FENNESSEY
WARDROBE COMMITTEE:	BRENDA LEO - BERNIE LONERGAN - ESTHER O’ DONOVAN –JOAN LYTTLETON – URSULA FENNESSY.
COMMITTEE:	VINCENT KENNEDY - ALAN McCORMACK - EMMET DONLAN - NIAL CARROLL - LYNDSY MULLERY-

COMMITMENT TO SAFEGUARD CHILDREN

BANNA CHLUAIN MEALA is committed to safeguarding the children in our care and to providing a safe environment for its activities wherever they may be carried out

BANNA CHLUAIN MEALA believes that the welfare of the children involved is paramount. We are committed to child- centred care in all our work with the children

We are committed to upholding the rights of every child and young person who attends the band, including the rights to be kept safe and protected from harm, listened to, and heard

Our procedures to safeguard children and young people reflect national policy and legislation and is based on [Children First National Guidance for the Protection and Welfare of Children 2017](#), The Tusla Children First – Child Safeguarding Guide 2017 and [The Children First Act 2015](#)

BANNA CHLUAIN MEALA’s volunteer declaration form applies to all adults involved with band members, including volunteers and helpers. All should be made aware of our Safeguarding Statement

Committee, Tutors and Band Members (18 years and over) must complete the online [Tusla Children First E-learning Programme](#). Certificates of Completion must be forwarded to Band Secretary where they will be kept on file at the band hall.

Garda Vetting will apply to all Committee, Tutors and Band Member (18 years and over)

BANNA CHLUAIN MEALA is committed to reviewing this Statement every 2 years, or sooner if necessary due to changes in the Legislation or National Policy

BANNA CHLUAIN MEALA will have regard to the following Tusla Guidance in relation to Supervision ratios. *“Adult-child ratios should be specified, taking account of the nature of your organisations, types or activities, age and level of ability of your service users and relevant policy, insurance or legislative requirements. Best practice would be a ratio of one adult to whatever maximum number of children/young people is appropriate for your service, plus an additional adult (i.e. 1 adult to X number of children + additional adult). Many sections provide specific guidance for organisations within their remit. Similar organisations recommend a ratio of 1:8 for children under 12 years and 1:10 for those aged 12 to 18 years depending on activities.”*

Band and Colorguard rehearsals would be regarded as a low risk activity and the following minimum ratio would apply:

- o Band Rehearsals: 1 male adult, 1 female adult & Musical Director
- o Colorguard Rehearsals: 2 Adults

BANNA CHLUAIN MEALA has appointed Relevant Persons for the purpose of Child Safeguarding - Designated Liaison Person and a Deputy Designated Liaison Person to deal with Child Safeguarding issues and procedures. Names and Contact Details below.

CONTACT DETAILS – DESIGNATED LIAISON PERSONS

Designated Liaison Person (DLP):

SHARON WILLIAMS: 087 9908065

Deputy Designated Liaison Person (DDLDP):

MAJELLA HEWITT FORTE: 0863872003

THE ROLE OF THE RELEVANT PERSONS AND DESIGNATED LIAISON PERSONS

- o Be the first point of contact in relation to Child Safeguarding
- o Be a resource for all people working with children in the band and band members in relation to Child Safeguarding issues.
- o Be accessible
- o Be knowledgeable about child protection and welfare and undertake any training considered necessary to keep updated on new developments. Ensure all Committee and Tutors receive relevant Child Protection training
- o Ensure that the child protection and welfare reporting procedures are followed so that child protection and welfare concerns are referred promptly.

- Be responsible for reporting child protection concerns to Tusla or to An Garda Síochána.
- Ensure that appropriate information is included in the referral and that it is submitted using the Child Protection and Welfare Report Form.
- Liaise with Tusla or An Garda Síochána and other agencies as appropriate
- Keep appropriate people within the organisation informed of relevant issues whilst maintaining confidentiality
- Ensure that an individual record is maintained of the action taken and the liaison with other Agencies and the outcome.
- Advise the organisation of child protection training needs.
- Maintain a central confidential log or record of all child protection and welfare concerns in the organisation.
- Review and update Child Welfare Risk Assessment and Child Safeguarding Statement as required.

IMPLEMENTATION OF CHILD SAFEGUARDING STATEMENT CHECKLIST

- The Child Safeguarding Statement is displayed for viewing
- All committee, tutors and band members over 18 years old will be Garda Vetted
- All relevant people have read and are familiar with the Child Safeguarding Statement and accompanying Safeguarding policies
- Committee, Tutors and Band Members (18 years and over) complete the on line [Tusla Children First E-learning Programme](#). Certificates of Completion must be forwarded to Band Secretary where certificate will be kept on file at band hall.
- All involved know and understand their obligations under the Children First Act 2015.
- Everyone in the organisation knows who to speak to should they have a concern about the wellbeing of a child
- Parents may access information about the Safeguarding Statement, procedures and policies on the Band website BCMOUTHAND.COM and also displayed prominently in the Band Hall.
- Information on Safeguarding statement is part of the induction process for new members, parents, and volunteers.

- Information naming the D.L.P. and the D.D.L.P. is prominently displayed, and they are introduced to the band members, outlining their role.
- Relevant Child Protection Training is carried out.
- The Child Safeguarding Statement, Policies and Procedures are updated as required.
- Contact details for the local Tusla and An Garda Síochána are displayed.
- Child Welfare Risk Assessment is available.

WHAT IS CHILD ABUSE

CHILD ABUSE CAN BE CATEGORISED INTO FOUR DIFFERENT TYPES: NEGLECT, EMOTIONAL ABUSE, PHYSICAL ABUSE AND SEXUAL ABUSE. A CHILD MAY BE SUBJECTED TO ONE OR MORE FORMS OF ABUSE AT ANY GIVEN TIME. ABUSE AND NEGLECT CAN OCCUR WITHIN THE FAMILY, IN THE COMMUNITY OR IN AN INSTITUTIONAL SETTING. THE ABUSER MAY BE SOMEONE KNOWN TO THE CHILD OR A STRANGER, AND CAN BE AN ADULT, OR ANOTHER CHILD. IN A SITUATION WHERE ABUSE IS ALLEGED TO HAVE BEEN CARRIED OUT BY ANOTHER CHILD, YOU SHOULD CONSIDER IT A CHILD WELFARE AND PROTECTION ISSUE FOR BOTH CHILDREN AND YOU SHOULD FOLLOW CHILD PROTECTION PROCEDURES FOR BOTH THE VICTIM AND THE ALLEGED ABUSER.

THE IMPORTANT FACTOR IN DECIDING WHETHER THE BEHAVIOUR IS ABUSE OR NEGLECT IS THE IMPACT OF THAT BEHAVIOUR ON THE CHILD RATHER THAN THE INTENTION OF THE PARENT/CARER.

FOR A MORE DETAILED DEFINITION AND UP TO DATE PROCEDURES FOR REPORTING CHILD ABUSE CONSULT WWW.TUSLA.IE

FURTHER CHILD WELFARE DOCUMENTATION CAN ALSO BE ACCESSED ON WWW.TUSLA.IE

CHILD PROTECTION EXTERNAL CONTACT DETAILS

TUSLA: 052 617 0931

AN GARDA SÍOCHÁNA: 052 612 2222

RELEVANT CONTACT PERSONS CAN BE FOUND ON WWW.TUSLA.IE

OTHER CHILD PROTECTION RESOURCES

BANNA CHLUAIN MEALA CHILD SAFEGUARDING STATEMENT SHOULD BE READ

IN CONJUNCTION WITH:

- **BANNA CHLUAIN MEALA CODE OF ETHICS AND GOOD PRACTICE**

- o RULES FOR BAND MEMBERS
- o CHILD SAFEGUARDING RISK ASSESSMENT

CHILD SAFEGUARDING STATEMENT RISK ASSESSMENT

RISKS IDENTIFIED AND RISK RANKING

1. ONE TO ONE TUTORING	HIGH
2. LACK OF SUPERVISION	MEDIUM
3. INADEQUATE SUPERVISION	MEDIUM
4. OVERNIGHT STAYS	MEDIUM
5. DRESSING	LOW
6. VISITORS	LOW
7. TRAVELLING	MEDIUM

PROCEDURES FOR MITIGATING IDENTIFIED RISKS

1. In musical education, one to one tutoring is occasionally necessary, however all doors in rehearsal rooms have glass panelling ensuring that both student and tutor are visible at all times. Banna Chluain Meala ensures that there is at least 1 other adult on premises and Musical Director.
2. Male and female supervision is recommended
3. The recommended supervision ratio for band activities are:
 - a. 1:8 for those under 12
 - b. 1:10 for those between 12 to under 18 years.
4. Specific rules and procedures will be put in place for any overnight stays.
5. Dressing facilities will be provided for male and female members.
6. Committee member(s) will be present to accompany visitors at the band hall.
7. Adequate male and female supervision will be provided on transport.

CODE OF ETHICS & GOOD PRACTICE

BANNA CHLUAIN MEALA committee has adopted a *Code of Ethics and Good Practice* for committee and band members, which include a *Child Protection Policy*. Committee members and band member 18 years and over are subject of Garda Vetting and completion of online [Tusla Children First E-learning Programme](#).

OUR MISSION

TO UPHOLD AND BUILD ON THE TRADITIONS OF BANNA CHLUAIN MEALA THROUGH THE PURSUIT OF EXCELLENCE IN PRACTICE AND PERFORMANCE

CORE VALUES IN BAND ACTIVITIES FOR YOUNG PEOPLE

The work of **BANNA CHLUAIN MEALA** is based on the following principles that will guide the development of activities for young people in this band. Young People's experience of band activities should be guided by what is best for the young person. The stages of development and the ability of the young person should guide the types of activity provided within the band. Adults should have a basic understanding of the needs of young people, including physical, emotional, personal and musical.

INTEGRITY IN RELATIONSHIPS

Adults interacting with young people in band activities should do so with integrity and respect for the young person. All adult actions in band activities should be guided by what is best for the young person and in the context of quality, open working relationships. Verbal, physical, emotional or sexual abuse of any kind is unacceptable within band activities. Committee members and members over 18 will be subject to Garda Vetting and will complete online [Tusla Children First E-Learning Programme](#).

QUALITY ATMOSPHERE AND ETHOS

Band activities for young people should be conducted in a safe, positive and encouraging atmosphere.

EQUALITY

All children should be treated in an equitable and fair manner regardless of age, ability, sex, religion, social and ethnic background or political persuasion. Children with special needs should

be involved as far as possible in band activities in an integrated way, thus allowing them to participate to their potential alongside other children.

FAIR PLAY

Fair play is the guiding principle of the Code of Ethics and Good Practice. All band activities should be conducted in an atmosphere of fair play, which incorporates the concepts of friendship, respect for others and always participating with the right spirit.

COMPETITION

A balanced approach to competition can make a significant contribution to the development of young people, while at the same time providing fun, enjoyment and satisfaction. However competitive demands and excessive levels of pressure to perform should not be placed on children too early. Committee members should aim to put the welfare of the child first and competitive standards second.

POLICY STATEMENT

BANNA CHLUAIN MEALA is fully committed to safeguarding the wellbeing of its members. Every individual in *BANNA CHLUAIN MEALA* should at all times, show respect and understanding for members rights, safety and welfare and conduct themselves in a way that reflects the principles of the organisation

In *BANNA CHLUAIN MEALA* our first priority is the welfare of the young people and we are committed to providing an environment that will allow participants to learn and perform to the best of their ability, free from harm

BANNA CHLUAIN MEALA typically caters for young people aged 9 –20 years. For the purposes of this Code of Ethics and Good Practice for Band members, which is informed by the National Guidelines for the Protection and Welfare of Children, a young person is considered to be a person under 18 years

Members over 18 are expected to follow the Code of Ethics and Good Practice for Band members, to protect younger band members and to provide a positive role model at all times for those younger members

THIS CODE OF ETHICS AND GOOD PRACTICE SHOULD BE ADHERED TO IN CONJUNCTION WITH ANY OTHER SPECIFIC RULES AND PROCEDURES DRAWN UP FROM TIME TO TIME FOR THE BAND

CODE OF CONDUCT FOR YOUNG PEOPLE

BANNA CHLUAIN MEALA WISHES TO PROVIDE THE BEST POSSIBLE ENVIRONMENT FOR ALL YOUNG PEOPLE INVOLVED IN THE BAND ACTIVITIES. YOUNG PEOPLE DESERVE TO BE GIVEN **ENJOYABLE, SAFE OPPORTUNITIES, FREE OF ABUSE OF ANY KIND**. THESE PARTICIPANTS HAVE RIGHTS, WHICH MUST BE RESPECTED, AND RESPONSIBILITIES THAT THEY MUST ACCEPT. YOUNG PEOPLE SHOULD BE ENCOURAGED TO REALISE THAT THEY HAVE **RESPONSIBILITIES** TO TREAT OTHER BAND MEMBERS, COMMITTEE MEMBERS AND TUTORS WITH **FAIRNESS** AND **RESPECT**.

GUIDELINES FOR MEMBERS

YOUNG BAND MEMBERS ARE ENTITLED TO:

- o* Be safe and to feel safe
- o* Experience competition/performance at an appropriate level
- o* Confidentiality
- o* Have a voice in the band
- o* Get help against bullies or other forms of harassment or unwelcome activity
- o* Participate on an equal basis
- o* Be listened to
- o* Make complaints and have them dealt with
- o* Have fun and enjoy band activities
- o* To protect their own bodies
- o* Be treated with dignity, sensitivity and respect

BAND MEMBERS OF ALL AGES SHOULD ALWAYS:

- o* Treat other Band members, Committee members and tutors with respect
- o* Respect band members, even when things go wrong
- o* Respect members of other bands, be gracious in defeat
- o* Behave in a manner that avoids bringing the activities of **BANNA CHLUAIN MEALA** into disrepute and be responsible in the use of social media and mobile phones, etc.,
- o* Respect the committee's obligations under this code to members aged under 18
- o* Talk to Designated Liaison Officers if they have any problems
- o* Abide by any rules or procedures set down by the committee
- o* Play fairly at all times, do their best

BAND MEMBERS OF ANY AGE SHOULD NEVER:

- Cheat
- Spread rumours
- Harm band members, members of other bands or their property
- Use unfair, unwelcome or bullying tactics to gain advantage
- Shout or argue with committee members, band members, judges or members of other bands
- Use violence or physical contact
- Tell lies about adults/young people
- Bully or use bullying tactics to isolate another band member
- Keep secrets, especially if they have caused harm
- Take banned substances

GUIDELINES FOR PARENTS

BANNA CHLUAIN MEALA BELIEVES THAT PARENTS SHOULD:

- Be a role model for your child and maintain the highest standards of conduct when interacting with children, other parents, with committee members and organisers of band events
- Never intentionally expose any young participant to embarrassment.
- Always recognise the value and importance of the volunteers who provide band activities and recreational opportunities for your child.
- Do not publicly question the judgement or honesty of judges or organisers. Respect judges, tutors, committee members and other band members.
- Encourage your child to keep band rules. Teach your child that honest endeavour is as important as winning and encourage participation in band activities.
- Set a good example by applauding other bands. Encourage mutual respect for band members and members of other bands
- Parents should support all efforts to remove abusive behaviour and bullying behaviour in all its forms. Please read bullying policy within the band guidelines.
- Encourage the responsible use of mobile phones and social media.
- Be aware that photographs may be taken of band members as part of band activities.
- Media Professional's attending Band organised events will be registered with the **BANNA CHLUAIN MEALA** Committee.

Committee members in band activities should strive to create a positive environment for the young people in their care. They have an overall responsibility to take the necessary steps to ensure that positive and healthy experiences are provided.

BANNA CHLUAIN MEALA recognises the key role Committee Members and tutors play in the lives of young people in band activities:

All Committee members and Tutors should have as their first priority the members safety and enjoyment of the band activities and should adhere to the guidelines and regulations set out in the band's Code of Ethics and Good Practice

Committee members must respect the rights, dignity and worth of every member and must treat everyone equally, regardless of sex, ethnic origin, religion or ability

Committee members working with young people in **BANNA CHLUAIN MEALA** should be suitable and will go through an induction process completion of online [Tusla Children First E-Learning Programme](#) and Garda Vetting. Training in First Aid will also be provided.

Committee members must access **BANNA CHLUAIN MEALA**'s Code of Ethics and must make themselves aware of our policies, procedures and responsibilities contained therein. This can be found at BCMYOUTHBAND.COM

Once appointed the committee member must act as a role model and promote the positive aspects of band activities and of **BANNA CHLUAIN MEALA** and maintain the highest standards of personal conduct and complete Volunteers Declaration Form.

The use of illegal drugs is actively discouraged as being incompatible with a healthy approach to band activities. Responsible use of social media and mobile phones will be encouraged

Committee members are reminded that their behaviour to band members, other committee members, and opponents will have an effect on the band members in their care

Committee members should be generous with praise and never ridicule or shout at band members for making mistakes. The use of foul, vulgar or abusive language should be avoided at all times. All band members are entitled to respect

All members should be treated equally. Each member deserves equal time and attention

Care must be taken not to expose a member intentionally or unintentionally to embarrassment or disparagement by use of sarcastic or flippant remarks

Physical punishment or physical force must never be used

Committee members should ensure that band members in their care respect the rules of the band. They should insist on fair play and ensure band members are aware that bullying behaviour will not be tolerated

It should be remembered that band members play for fun and enjoyment and that skill development and personal satisfaction have priority over highly structured competition. Committee members should encourage the development of respect for all committee members, tutors, judges and members of other bands.

When overnight travel is involved, the committee members travelling must abide by any additional rules for a particular trip.

Committee members are responsible for setting and monitoring the boundaries between their working relationships and friendships with band members.

Committee members should ensure there is adequate supervision for all band activities.

It is important to realise that certain situations or friendly actions could be misinterpreted by the participant or by outsiders.

The nature of the relationship between a committee member and band member can often mean that a committee member will learn confidential information about a member or member's family. This information must be regarded as confidential and except where abuse is suspected, must not be divulged to a third party without the express permission of the band member/family.

Committee members should set realistic goals for the participants and not excessively push band members. A safe and enjoyable environment is our goal.

Records of attendance at rehearsals should be kept as well as records of any incidents that may require action. Records of any injuries during band activities must also be kept.

SELECTION POLICY

BANNA CHLUAIN MEALA will take all reasonable steps to ensure that people working with young people are suitable and appropriately qualified where necessary.

- All adults taking responsibility for young people in band activities should undergo an induction process. The responsibilities of the role should be clearly stated beforehand.
- Committee members should be properly proposed at AGM. On occasions a new committee member may be co-opted with the agreement of the full committee.
- There will be an induction procedure, whereby the newly recruited committee members or tutors are introduced to and agree to abide by the Code of Ethics and Good Practice and the Child Safeguarding Policy.
- Every effort should be made to manage and support committee members and tutors. Adequate supervision should always be provided; a leader should not have to work alone.
- A decision to appoint a tutor is the responsibility of the band committee in consultation with the Musical Director.

WHAT IS BULLYING?

BULLYING CAN BE DEFINED AS REPEATED AGGRESSION, BE IT VERBAL, PSYCHOLOGICAL OR PHYSICAL CONDUCTED BY AN INDIVIDUAL OR GROUP AGAINST OTHERS. IT IS BEHAVIOUR THAT IS INTENTIONALLY AGGRAVATING AND INTIMIDATING AND OCCURS MAINLY IN SOCIAL ENVIRONMENTS SUCH AS SCHOOLS, BANDS AND OTHER ORGANISATIONS WORKING WITH CHILDREN AND YOUNG PEOPLE. IT INCLUDES BEHAVIOURS SUCH AS TEASING, TAUNTING, THREATENING, HITTING, EXTORTION OR SIMILAR BEHAVIOUR BY ONE OR MORE CHILDREN OR ADULTS AGAINST A VICTIM OR VICTIMS.

HOW WOULD YOU KNOW IF A CHILD IS BEING BULLIED?

All bullies operate using furtiveness, threats and fear. Bullying can therefore only survive in an environment where the victim does not feel empowered to tell someone who can help or in which it is not safe to do so. The following indicators are warning signs that a young person might be getting bullied:

- o Reluctance to come to a venue or take part in activities
- o Physical signs – unexplained bruises, scratches, or damage to belongings
- o Stress-caused illness – headaches, and stomach aches which seem unexplained
- o Fearful behaviour – fear of walking to a meeting, going different routes, asking to be driven
- o Frequent loss of, or shortage of money with vague explanations
- o Having few friends
- o Changes in behaviour –withdrawn, stammering, moody, irritable, upset, distressed
- o Not eating
- o Attempting suicide or hinting at suicide
- o Anxiety – shown by nail-biting, fearfulness, tics

PEOPLE SHOULD BE AWARE THAT THERE ARE OTHER POSSIBLE REASONS FOR MANY OF THE ABOVE.

WHO SHOULD DEAL WITH BULLYING?

While the more extreme forms of bullying would be regarded as physical or emotional, and sexual abuse are reported to parents, Tusla / An Garda Síochána as appropriate, dealing with bullying behaviour is normally the responsibility of the Band Committee through the Designated Liaison Persons.

HOW CAN IT BE PREVENTED?

- o Ensure that all members, Committee and Tutors follow the Code of Conduct, which promotes the rights and dignity of each member.
- o Deal with any incidents as they arise.
- o Use a whole group policy or 'no-blame approach', i.e., not 'bullying the bully' but working with bullies and the group of young people, helping them to understand the hurt they are causing, and so make the problem a 'shared concern' of the group,
- o Reinforce that there is 'a permission to tell' culture rather than 'might is right'
- o Encourage young people to negotiate, co-operate and help others, particularly new or different children
- o Offer the victim immediate support and put the 'no blame approach' into operation
- o Never tell a young person to ignore bullying, they can't ignore it, it hurts too much
- o Never encourage a young person to take the law into their own hands and beat the bully at their own game
- o Tell the victim there is nothing wrong with them and it is not their fault

WHAT IS THE 'NO BLAME' APPROACH?

STEP 1 – INTERVIEW WITH THE VICTIM

If you find that there has been an incident of bullying, first talk to the victim. At this stage find out who was involved and what the victim is now feeling. Try asking the following questions:

- o Was it verbal or physical intimidation?
- o How hurt is the victim
- o Was it within his/her own peer group?
- o Ensure the victim that their name will not come out in the investigation
- o Actively listen

STEP 2 – MEET WITH ALL INVOLVED

Arrange to meet with all those involved; this should include some bystanders, those who may have colluded, those who joined in and those who initiated the bullying.

- o Have a maximum of six to eight in the group – keep the number controllable
- o Make a point of calling a 'special' meeting

- o Ensure the severity of the topic is understood by all
- o Speak only of the hurt caused in general terms with no reference to the victim
- o Play on the conscience of all – ask questions like: How would you feel? Would you like it done to you?

STEP 3 – EXPLAIN THE PROBLEM

The distress being suffered as a result of the bullying incident is explained. At this stage the details of the incident or the allocation of the blame is not discussed. Explain the feelings of loneliness, feeling left out, rejected, laughed at. Try asking questions:

- o Would they like it if it happened to them
- o “Someone here in this group was bullied by someone within the group, what could we do to see it does not happen again?”
- o Listen, watch out for reactions, and pick up on any without isolating anyone

STEP 4 – SHARE THE RESPONSIBILITY

Explain what steps / controls may have to be introduced to prevent further incidents and how everyone will lose out as a result

STEP 5 – ASK THE GROUP FOR THEIR IDEAS

At this stage the group is encouraged to suggest ways that would make the victim feel happier. All positive responses are noted. Use phrases such as “if it were you” to encourage a response. Listen to all suggestions and note them.

STEP 6 – LEAVE IT TO THEM

Now the problem has been identified, solutions suggested, the problem is now handed over to the group to solve. Arrange to meet again in a week’s time. Pass responsibility over to the group and give a time frame within which something must be done.

STEP 7 – MEET THEM AGAIN

Each member of the group, including the bully, discuss how things are going, who is doing what and have there been other incidents. This allows for continual monitoring and also keeps all involved in the process.

Again enforce the idea of the ‘team’ looking after each other at regular intervals to ensure it is known that bullying or intimidating behaviour will not be tolerated.

TRAVELLING WITH CHILDREN

There is extra responsibility taken on by Committee members when they travel with children to events. When travelling with young people committee members should:

- Ensure that there is adequate insurance cover and supervision
- Not carry more than the permitted number of passengers in buses
- Ensure use of safety belts and adherence to bus company rules
- Collect and drop off at central locations

SUPERVISION

Make sure there is an adequate adult: child ratio. As a guide a ratio of 1:8 for under 12 years of age and 1:10 for participants over 12 and under 18 years of age. This is only a guide and may change depending on the circumstances.

Where there are mixed groups there should be committee members of both genders

Avoid being alone with one participant, if you need to talk separately do so in an open environment, in view of others

If changing facilities are provided, committee members should not have to enter the changing rooms unless children are very young or need special assistance, where supervision should be in pairs of appropriate gender

Clearly state times for collection and drop off, committee members should remain until all participants have been collected

Keep attendance records and record of any incidents / injuries that arise

AWAY TRIPS/OVERNIGHT STAYS

Up-dated Band members Application / Information Form will be required for each overnight trip. A meeting with parents and participants is useful to communicate travel times, competition details, other activities, gear requirements, medical requirements, special dietary needs and any other necessary details

Rooming arrangements

- Staying in community/school halls etc. - where possible separate sleeping areas should be provided for male and females.
- Staying in hostels - adults should not share rooms with children other than their own and children should share rooms with those of same gender and where possible the same age range. Adults should knock before entering rooms

Alcoholic drink is forbidden to band members under 18 years

Illegal substances are forbidden to all band members.

There must be at least one adult of each gender with a mixed party, there should be a good adult/child ratio and proper access to medical attention

Young band members should be under reasonable supervision at all times and should never leave the venue or go unsupervised without prior permission

SAFETY

To ensure the safety of band members in as far as is practicable the committee members should:

- Ensure activities are suitable for age of participants
- Keep a record of any specific medical conditions of the participants
- Keep a record of emergency contact numbers for parents/guardians
- Ensure First Aid kit is close at hand with access to qualified first aider
- Know the contact numbers of emergency services
- Keep first aid kit stocked up
- Ensure easy access to medical personnel if needed and have an emergency plan
- If an incident occurs, make a brief record of injury and action taken. Make a brief record of the problem/action/outcome. Contact the participants parents and keep them informed of all details
- Participants should know and keep the band rules, keeping in mind that rules are there for their own safety
- Ensure there is adequate insurance cover for all activities
- Ensure parents/guardians are present at finishing time of sessions or events.

TOUCHING

Some band activities may require a 'hands on approach', especially in a teaching or coaching situation, e.g. correct way to hold a musical instrument or baton or flag. However, the tutor should:

- Avoid unnecessary physical contact
- Any necessary contact should be in response to the needs of the young person and not the adult

- It should be in an open environment with the permission and understanding of the participant
- It should be determined by the age and developmental stage of the participant i.e. Don't do something that a young person can do for themselves
- Never engage in inappropriate touching

CHILD WELFARE AND PROTECTION PROCEDURES

BANNA CHLUAIN MEALA accepts that organisations, which include young people among its members, are vulnerable to the occurrence of child abuse. Below are the procedures for dealing with any welfare or protection issues that may arise. Child welfare and the protection of young people is the concern of all adults at all times, irrespective of their role within the organisation.

IT IS RECOGNISED THAT ABUSE CAN BE PHYSICAL, EMOTIONAL, SEXUAL OR NEGLECT.

If there are grounds for concern about the safety or welfare of a young person you should react to the concern. Persons unsure about whether or not certain behaviours are abusive and therefore reportable should consult the D.L.P. or D.D.L.P. Grounds for concern include a specific indication from a child, a statement from a person who witnessed abuse or an illness, injury or behaviour consistent with abuse.

It is not the responsibility of anyone working within **BANNA CHLUAIN MEALA** to take responsibility or decide whether or not child abuse is taking place. That is the job of the local statutory authorities. However, there is a responsibility to protect children by assisting the appropriate agencies so that they can then make enquiries and take any necessary action to protect the young person.

Everyone should follow both procedures outlined below, firstly the procedure for responding to a child in distress and secondly the procedure for reporting the concern.

RESPONSE TO A CHILD DISCLOSING ABUSE

When a young person discloses information of suspected abuse you should:

Pass the information to the D.L.P or D.D.L.P. who will deal with it in accordance with the relevant policy and procedures.

REPORTING SUSPECTED OR DISCLOSED CHILD ABUSE BY DESIGNATED LIAISON PERSON OR DEPUTY DESIGNATED LIAISON PERSON.

The following steps should be taken in reporting child abuse to the statutory authorities:

- o Observe and note dates, times, locations and contexts in which the incident occurred, or suspicion was aroused, together with any other relevant information
- o If the Designated Liaison Person has reasonable grounds for believing that the child has been abused or is at risk of abuse, the D.L.P. will make a report to Tusla who have statutory responsibility to investigate and assess suspected or actual child abuse
- o In cases of emergency, where a child appears to be at immediate and serious risk and the Designated Liaison Person is unable to contact an on-duty Social Worker, the Garda authorities should be contacted. Under no circumstances should a child be left in a dangerous situation pending intervention by the Statutory Authorities

- o If the Designated Liaison Person is unsure whether reasonable grounds for concern exists, they can informally consult with Tusla. D.L.P. will be advised whether or not the matter requires a formal report.

A person reporting suspected or actual child abuse to the Statutory Authorities should first inform the family of their intention to make such a report, unless doing so would endanger the child or undermine an investigation

The Protection for Persons Reporting Child Abuse Act, 1998 provides immunity from civil liability to persons who report child abuse 'reasonably and in good faith' to Tusla or the Gardaí. The act also covers the offence of 'false reporting'. The main provisions of the Act are: -

- o The provision of immunity from civil liability to any person who reports child abuse "reasonably and in good faith" to designated officers of Tusla or any member of An Garda Síochána;
- o The creation of a new offence of false reporting of child abuse where a person makes a report of child abuse to the appropriate authorities "knowing that statement to be false". This is a new criminal offence designed to protect innocent persons from malicious reports.

ALLEGATIONS AGAINST BAND ASSOCIATES (COMMITTEE MEMBERS, TUTORS, OTHERS)

BANNA CHLUAIN MEALA has agreed procedures to be followed in cases of alleged child abuse against band associates. If such an allegation is made against committee members or tutors or others working within or for the band, two procedures should be followed: -

- o The reporting procedure in respect of suspected child abuse (reported by the Designated Liaison Person or Deputy Designated Liaison Person) as above.
- o The procedure for dealing with the associate (carried out by the Designated liaison Person, or a person not already involved with the child protection concern)

The safety of the child making the allegation should be considered and the safety of any other children who may be at risk. The band should take any necessary steps that may be needed to protect children in its care.

The issue of confidentiality is important. Information is on a need to know basis and the associate should be treated with respect and fairness.

THE REPORTING PROCEDURE

If the designated person has reasonable grounds for concern the matter should be reported to Tusla, following the standard reporting procedure.

THE BAND ASSOCIATE

While a report is made to Tusla, the Designated Liaison Person of the band should deal with the associate in question:

- o The Designated liaison Person should privately inform the associate that (a) an allegation has been made against them and (b) the nature of the allegation. They should be afforded an opportunity to respond. Their response should be noted and passed on to Tusla.
- o The associate should be asked to step aside pending the outcome of the investigation. When a person is asked to step aside it should be made clear that it is only a precautionary measure and will not prejudice any later proceedings.

CONFIDENTIALITY

Confidentiality should be maintained in respect of all issues and people involved in cases of abuse, welfare or bad practice. It is important that the rights of both the child and the person about whom the complaint has been made are protected.

The following points should be kept in mind:

- o A guarantee of confidentiality or undertakings regarding secrecy cannot be given, as the welfare of the child will supersede all other considerations
- o All information should be treated in a careful and sensitive manner and should be discussed only with those who need to know
- o Information should be conveyed to the parents / guardians of the child in a sensitive way
- o Giving information to others on a 'need to know' basis for the protection of a child is not a breach of confidentiality
- o All persons involved in a child protection process (the child, their parents/guardians, the alleged offender, their family, Band associates) should be afforded appropriate respect, fairness, support and confidentiality at all stages of the procedure
- o Information should be stored in a secure place, with limited access only to designated persons.
- o The requirements of the Data Protection laws should be adhered to
- o Breach of confidentiality is a serious matter

ANONYMOUS COMPLAINTS

Anonymous complaints can be difficult to deal with but should not be ignored. In all cases the safety and welfare of the child/children is paramount. Any such complaints relating to inappropriate behaviour should be brought to the attention of the Designated Liaison Persons. The information should be checked out and handled in a confidential manner.

RUMOURS

Rumours should **NOT** be allowed to hang in the air. Any rumours relating to inappropriate behaviour should be brought to the attention of the D.L.P. or D.D.L.P. and checked out without delay.

ALLEGATIONS INVOLVING THE DESIGNATED LIAISON PERSONS

If any allegations involve the above the complaint should be forwarded to the Chairperson, Secretary or Treasurer.

CONTACT DETAILS - DESIGNATED LIAISON PERSONS

Designated Liaison Person (DLP):

AIDAN FENNESSEY: 0878280077

Deputy Designated Liaison Person (DDL P):

MAJELLA HEWITT FORTE: 0863872003

THIS DOCUMENT SHOULD BE READ IN CONJUNCTION WITH BANNA CHLUAIN CHILD SAFEGUARDING POLICY, RISK ASSESSMENT AND BAND RULES.

FOR UP TO DATE PROCEDURES FOR REPORTING CHILD WELFARE CONCERNS AND FURTHER DOCUMENTATION CONSULT
WWW.TUSLA.IE

DATA PROTECTION PRIVACY STATEMENT

BANNA CHLUAIN MEALA is Clonmel's youth marching and concert band.

COMPANY REGISTRATION NUMBER: 83425
CHARITY NUMBER: 20033835
ADDRESS: CLONMEL BAND CENTRE,
MICK DELAHUNTY SQUARE,
CLONMEL,
E91 R681
EMAIL: BCMYOUTHBAND1@GMAIL.COM
WEBSITE: [HTTPS://WWW.BCMYOUTHBAND.COM](https://www.bcmouthband.com)

BANNA CHLUAIN MEALA has updated its privacy statement to include the General Data Protection Regulations (GDPR) which took effect on 25th May 2018.

The GDPR is designed to give **BANNA CHLUAIN MEALA** members and their parents/guardians more control over their personal data. It also ensures that **BANNA CHLUAIN MEALA** takes the appropriate amount of care with people's personal data.

WHAT IS PERSONAL DATA?

Personal data is any information that can identify an individual person.

This includes:

- Name
- ID Number
- Location Data (for example, location data collected by a mobile phone)
- Postal Address
- Images
- Anything relating to the physical, physiological, genetic, mental, economic, cultural or social identity of a person.

WHAT ARE THE MAIN GDPR PRINCIPLES FOR BANNA CHLUAIN MEALA?

- **BANNA CHLUAIN MEALA** must have consent to hold your Personal Data
- Personal data must be processed in a transparent manner

- o **BANNA CHLUAIN MEALA** must have a specific purpose to collect the data
- o **BANNA CHLUAIN MEALA** must ensure the data is only kept for as long as needed to fulfil the purpose that it was gathered for
- o Where data is held on computers, **BANNA CHLUAIN MEALA** must ensure that those computers and networks are safe and secure
- o Where data is in paper format, **BANNA CHLUAIN MEALA** is obliged to ensure that it is safe and secure

WHO IS COLLECTING THE DATA?

BANNA CHLUAIN MEALA is collecting the data.

WHY IS THE DATA IS BEING COLLECTED?

BANNA CHLUAIN MEALA holds and uses its member's personal and sensitive data solely for the purposes of their involvement in Band activities. **By submitting and signing a membership form, members are clearly and explicitly consenting to receiving information about the Band by phone, social media, apps, email, SMS or other electronic communication.**

Members data will not be shared with any third party under normal circumstances (and only then with their or their parent/guardian's explicit consent), and the principles of the Data Protection Act 1988 and 2003 and GDPR 2018 will be adhered to.

When a member joins the Band committee they may be required to share their or a parent/guardian's mobile phone number or other contact details with the Musical Director or instructors for practical reasons such as organising events/rehearsals etc.. Personal Data on members shall be held for a period of 12 months after membership lapses, in case they need to be contacted or reminded that their membership has lapsed, and subsequently destroyed and deleted. The data collected is held on hard copy membership forms which are stored securely by the GDPR Officer, and accessible only to **BANNA CHLUAIN MEALA** Committee Officers. The Band does not hold personal data of past members on file, beyond what is outlined above.

If you wish, upon leaving the Band, to have personal information about you deleted/securely destroyed, or wish, as a Band Member (or parent/guardian of a Band member), at any time to access what personal information is kept on you by the Band, you may [contact Banna Chluain Meala's GDPR Officer.](#)

WHO ELSE MIGHT RECEIVE YOUR PERSONAL DATA?

BANNA CHLUAIN MEALA holds and uses its member's personal and sensitive data solely for the purposes of their involvement in Band activities. Therefore, it does not share its members personal data outside the Band, unless in exceptional circumstances and with the member's (or parent/guardian's) explicit consent. If a member gives permission for their data to be shared, **BANNA CHLUAIN MEALA** shall request that member's (or parent/guardian's) written consent prior to the data being transferred.

WILL PERSONAL DATA BE TRANSFERRED OUTSIDE THE EU?

BANNA CHLUAIN MEALA will not share personal data outside of the EU unless it is with the expressed and written agreement of that member (or the member's parent/guardian)

Under GDPR individuals have the significantly strengthened rights to:

- o Obtain details about how their data is processed by an organisation, club or business
- o Obtain copies of personal data that an organisation, club or business holds on them
- o Have incorrect or incomplete data corrected
- o Have their data erased by an organisation, club or business, where, for example, the organisation, club or business has no legitimate reason for retaining the data
- o Obtain their data from an organisation, club or business and to have that data transmitted to another organisation (Data Portability)
- o Object to the processing of their data by an organisation, club or business in certain circumstances
- o Not be subject to (with some exceptions) automated decision making, including profiling

HOW DO I CONTACT BANNA CHLUAIN MEALA'S GDPR OFFICER?

EMAIL THE **GDPR OFFICER**:

BCMYOUTHBAND1@GMAIL.COM

OR

WRITE TO **GDPR OFFICER**:

GDPR OFFICER,
BANNA CHLUAIN MEALA,
CLONMEL BAND CENTRE,
MICK DELAHUNTY SQUARE,
CLONMEL,
E91 R681

WHERE TO GET DATA PROTECTION ADVICE?

IRISH DATA PROTECTION COMMISSIONER WEBSITE: <http://gdprandyou.ie/>

HOW TO I GET A COPY OF MY/MY CHILD'S PERSONAL DATA?

If you wish for a copy of the personal data that we hold about you, please [contact Banna Chluain Meala's GDPR Officer](#). You will be sent a copy of the information that is held about you or your child.

RULES AND PROCEDURES

INTRODUCTION

Our aim is to uphold and build on the traditions of **BANNA CHLUAIN MEALA** through the pursuit of excellence in practice and performance

The organisation hopes that each band member will benefit positively from membership from a performance and personal development point of view. However, to ensure the smooth running of the organisation certain rules and procedures must be adhered to.

RULES AND PROCEDURES

GENERAL

Respect and courtesy must be shown to persons in authority and fellow band members at all times.

The musical director has responsibility for the band and assigns positions/seats to members as necessary.

Misconduct, unruly or disruptive behaviour during band activities will not be tolerated.

Band members must provide contact details and medical information to secretary when joining the band. It is vital that if there are any changes, that the secretary is informed as soon as possible. This information is confidential and will be stored securely.

No member will use Social Media in a way to bring **BANNA CHLUAIN MEALA**, or anyone connected with it, into disrepute. The irresponsible use of smart phones and/or Social Media at the Band hall or on any Band engagement is forbidden.

Band Fees must be paid when due in order to ensure continued membership and insurance cover.

The band hall, rooms and grounds must be kept clean and tidy.

Only band members and those authorised by a person in authority are allowed access to the band hall.

Access to the band hall for reasons other than band activity is not allowed unless previously authorised.

All members must familiarise themselves with fire safety and emergency procedures and adhere to them.

GUIDELINES FOR REHEARSALS

A roll will be taken at rehearsals and performances. The Musical Director must be informed in advance if a band member is unable to attend.

Regular and punctual attendance at rehearsals and band activities is essential.

Genuine excuses for missing practise or performance will be considered if given in advance to a person in authority (Musical Director, Tutors or Committee Member). Missing three rehearsals without a valid excuse in advance may result in dismissal from the Band.

Each band member must put out their chair for rehearsal, and return chair to stacking position after rehearsal, unless otherwise instructed.

Music stands must be returned to stand area after practice

No food shall be consumed during rehearsals or performances.

Chewing gum is forbidden in the band hall and grounds and during performances.

Mobile phones cannot be used during rehearsals or performances.

CARE OF INSTRUMENTS

Member's band equipment or personal equipment is their own responsibility and should not be left in the band hall without prior approval from a member of the committee.

Personal instruments/equipment must be maintained in good condition.

Equipment owned by the band must be respected and maintained in good condition at all times and not abused in any way.

Equipment must be put away in designated areas after rehearsals and performances as directed.

Band equipment must not be used for purposes other than band activities without permission of the musical director.

Band members are required to assist with work related to rehearsals, performances, travel and other activities.

Music pads must be kept tidy

UNIFORMS

Band uniforms are the property of **BANNA CHLUAIN MEALA** and shall be kept on the premises except when being worn, on tour, dry cleaning purposes or in the event of band members being requested to bring home uniform for the purpose of going dressed to a performance. Uniform must be returned at next rehearsal or as soon as possible.

It is the band members' responsibility to have their uniform dry cleaned when advised by the wardrobe committee.

Any defects should be highlighted to the wardrobe committee.

Full band uniform must be worn to performances unless otherwise stated. Under the uniform a **plain black t-shirt** (no logos), **plain black socks** either crew or boot height (no ankle socks etc. allowed, see [guide](#)), black band shoes and black band gloves must be worn. Stud earrings are permitted. No other jewellery is permitted.

Band members are encouraged to wear **plain black lycra shorts** or **plain black leggings** under their uniform.

Members are responsible for [correct hanging of their uniform](#) (see [demo video](#))

Summer uniform consists of band pants, blue band tee shirt and blue band cap.

Rules in relation to Colorguard uniforms will be determined by season / gig.

HAIR

It is important, when performing, that members keep hair clean and neat as it reflects on the overall uniformity of **BANNA CHLUAIN MEALA**,

For marching performances and outdoor concerts, shoulder length and long hair must be in a tight **French plait**, supported by black hair clips, and a black hair bobbin. Product (i.e. hair gel, hairspray, etc.) can be used.

A **French plait** starts at the forefront of the head, and sections of hair are added as the plait continues creating one single plait down the back of the head (see [demo video](#)).

For indoor performances only (i.e. Concerts / Competitions), **French plait** is optional, however, hair must be clean, neat and tidy.

SAFETY

The organisation aims to ensure as far as reasonably possible the safety of members while engaged in band activity. However, members must also take reasonable steps to ensure their own and other member's safety.

Band members must comply with any additional rules drawn up in relation to travel or any other activities.

Alcohol must never be consumed in or brought onto the band premises by band member.

The consumption of alcohol by band members during band activities is strictly forbidden.

Substance abuse is strictly forbidden.

DISCIPLINE

Breach of the above rules or other misconduct may result in discipline as follows depending on the extent and nature of the breach:

- Verbal or written warning
- Letter to parents
- Suspension from band activities
- Dismissal from the band

A subcommittee appointed to deal with the issue will make decisions in relation to discipline. Members can appeal the discipline to the full committee and the decision of the committee is final.

GRIEVANCES

Band members may have grievances in relation to the implementation of any of the rules or in relation to any matter concerning their band membership.

The committee is satisfied that members should have a facility to air grievances. The grievances should be raised with the person in charge of the activity to which the grievance relates. Grievances or any matter of concern band member may have, may also be raised with any of the following

- Musical Director/Tutor
- Designated Liaison Persons
- Any Committee Member
- In writing to the Committee Secretary

The committee give a commitment that all matters will be dealt with as confidentially as possible and every effort will be made to resolve the matter in question. Where a dispute arises, the committee will consider the matter and the committee's decision will be final.

CODE OF ETHICS AND GOOD PRACTICE

The committee has adopted a Code of Ethics and Good Practice for the committee and band members, which includes a Child Protection Policy. Committee members and band members over 18 years old are subject to Garda Vetting and completion of online [Tusla Children First E-Learning Programme](#). The code is available on BCMYOUTHBAND.COM

BANNA CHLUAIN MEALA

FORMS

Please note **new applicants** must download both **BANNA CHLUAIN MEALA** Application/Information Form as well as Data Protection Parental Consent Form. Completed forms must be forwarded to Band Secretary.

BAND MEMBER APPLICATION / INFORMATION FORM AND AWAY TRIPS

BAND MEMBER

NAME: _____ **DOB:** _____

ADDRESS: _____

PARENT(S) / GUARDIAN(S)

NAME(S): _____

MOBILE NUMBER(S): _____

EMAIL(S): _____

RELATIONSHIP(S) TO MEMBER: _____

EMERGENCY CONTACT NUMBER: _____

FAMILY DOCTOR

NAME: _____ **PHONE NUMBER:** _____

MEDICAL INFORMATION / AUTHORISATION

Please complete details of any of the following that affect the band member. The authorisation must be signed even if there is no specific medical information.

Any Medical / Special needs information of which the Committee should be aware of:

Please list medication, which band member may have in their possession.

NAME OF MEDICATION

PURPOSE OF MEDICATION

_____	_____
_____	_____

ALLERGIES AND/OR SPECIAL DIETARY REQUIREMENTS

Any changes in the above information must be notified in writing to **BANNA CHLUAIN MEALA** band Secretary.

I authorise **BANNA CHLUAIN MEALA** committee to provide the above medical information in the event that intervention is required as a result of accident or injury that may require treatment. I authorise the committee to obtain medical intervention, if necessary, in the event of illness or accident.

PHOTOS/ VIDEO FOOTAGE

I am aware that photographs may be taken of band members during band activities and that photographs/videos may be required for administrative purposes.

For information on **BANNA CHLUAIN MEALA** Child Protection Policy, Code of Ethics and Band Rules , Data Protection, please see our website BCMYOUTHBAND.COM

I HAVE READ, UNDERSTAND AND AGREE TO THE CONTENT OF THIS DOCUMENT

1ST PARENT / GUARDIAN

SIGNED: _____ DATE: _____

2ND PARENT / GUARDIAN

SIGNED: _____ DATE: _____

DATA PROTECTION PARENTAL CONSENT FORM

DECLARATION OF CONSENT

I, _____ (Parent/Guardian name) confirm that
_____ (Band member's name) is below the age of 18 years old
and I am hereby consenting on their behalf that **BANNA CHLUAIN MEALA** can process personal data
relating to _____ (Band member's name)

I confirm that I have read **BANNA CHLUAIN MEALA** Data Protection Policy

PHOTOGRAPHS/VIDEO

I give permission for my child to be photographed and/or videoed inside **BANNA CHLUAIN MEALA's** Hall

I give permission for my child to be photographed and/or videoed outside the facility
with respect to marching, competitions, concerts, etc.

*Photographs and videos are sometimes used on **BANNA CHLUAIN MEALA's** website and social media
pages*

CHILD PROTECTION DOCUMENT/ ETHICS

We confirm we have read and understand Child Protection Document found at
BCMYOUTHBAND.COM

BAND RULES

Band member and Parent/Guardian have read and understand **BANNA CHLUAIN MEALA**
band rules found at **BCMYOUTHBAND.COM**

I HAVE READ, UNDERSTAND AND AGREE TO THE CONTENT OF THIS DOCUMENT.

BAND MEMBER

SIGNED: _____ **DATE:** _____

PARENT/LEGAL GUARDIAN

SIGNED: _____ **DATE:** _____

VOLUNTEERS DECLARATION FORM

DECLARATION FROM ALL STAFF AND VOLUNTEERS WORKING WITH CHILDREN AND YOUNG PEOPLE

SURNAME: _____

FORENAME: _____

-

ADDRESS: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

ACCEPTANCE OF BANNA CHLUAIN MEALA CHILD PROTECTION POLICY

I HAVE READ THE **BANNA CHLUAIN MEALA** CHILD PROTECTION POLICY AND PROCEDURES, CODE OF BEHAVIOUR AND AGREE TO ABIDE BY IT'S CONTENTS. I ALSO COMMIT TO COMPLETING THE **ONLINE [TUSLA CHILDREN FIRST E-LEARNING PROGRAMME](#)** AND FORWARDING CERTIFICATE OF COMPLETION TO BAND SECRETARY.

SIGNED: _____ DATE: _____

ACCIDENT & INJURY FORM

DATE: _____ TIME: _____

NAME OF CHILD: _____

INCIDENT TYPE: _____

NAME OF ADULT PRESENT: _____

BRIEF DESCRIPTION OF INCIDENT:

ACTION TAKEN:

PARENT/GUARDIAN CONTACTED AND THEIR RESPONSE:

ADDITIONAL INFORMATION:

PROFESSIONAL MEDIA REGISTRATION FORM

I, _____ agree to
liaise with **BANNA CHLUAIN MEALA**'s designated G.D.P.R. Person prior to the publication of any
material (images, videos, recordings, or otherwise) pertaining to **BANNA CHLUAIN MEALA** so as
to assure that it's content and use is in line with **BANNA CHLUAIN MEALA**'s Child Protection
Policies and Procedures, as well as G.D.P.R. Guidelines, and any other guidelines set out by **BANNA
CHLUAIN MEALA**. I agree that **BANNA CHLUAIN MEALA** have the right to refuse the use of any
material as specified above, and any request made by **BANNA CHLUAIN MEALA** for the
destruction of such material must be complied with.

SIGNATURE OF MEDIA PROFESSIONAL:

SIGNED: _____ DATE: _____

SIGNED ON BEHALF OF B.C.M.

SIGNED: _____ DATE: _____

TUSLA CHILD PROTECTION AND WELFARE REPORT FORM

Please find the most up to date version of Tusla Child Protection And Welfare Report Form on
www.tusla.ie