

Blue Teapot Theatre Company

CHILD SAFEGUARDING STATEMENT

Location: Blue Teapot Theatre, Munster Avenue, Galway

As part of the Principal Agent Agreement between Corlann (Brothers of Charity Services Ireland) (Principal) and Blue Teapot Theatre Company (Agent), we adhere to the specific Corlann Ireland policies and procedures including Child Safeguarding Statement.

Nature of service and principles to safeguard children from harm

Blue Teapot Theatre Company (Blue Teapot) is fully committed to safeguarding the wellbeing of children who participate in and are supported by our arts programmes. The core values of Blue Teapot are the dignity and humanity of each individual person. Our service is committed to a deep sense of respect for the personal dignity of each child who is participate in our arts programmes.

We consider our members of staff, tutors and volunteers to be our greatest resources. In our daily work, we seek to provide a supportive and caring environment to ensure the physical and emotional wellbeing of children who participate in our community theatre workshop & Outreach programmes.

Our services involving children are:

Sparkle: Community Theatre Programme for teenagers aged 12-17 with intellectual disabilities, some of whom may also have physical or mental health needs.

Fairy Tree: Theatre production for children aged 6 -12, performed for schools & the public, incorporating theatre workshops for children with & without intellectual disabilities.

This statement is also intended to cover any future programmes or projects that involve children and young people up to the age of 18 years old.

PROCEDURES

Our Child Safeguarding Statement has been developed in line with requirements under the **Children First Act 2015**, the Children First: *National Guidance*, and Tusla's *Child Safeguarding: A Guide for Policy, Procedure and Practice*.

Our Principal Agent Agreement with Corlann (Brothers of Charity Services Ireland - West Region) supports us by providing policies and access to:

- **Mandated Persons:** List available from Corlann 091-721400
- **Full Time Designated Officers (Relevant Person) Katie Campbell** (katie.campbell1@bocsi.ie) and Olivia Williams (Olivia.Williams@bocsi.ie)

In addition to the procedures listed in our risk assessment, Blue Teapot adopts the following policies that support our intention to safeguard children while they are availing of our service:

- Corlann National Policy Procedure -The Welfare Protection of Children
- Staff Recruitment Policy & Garda Vetting
- Recruiting and Supporting Volunteers

All policies listed are available upon request.

RISK ASSESSMENT

We have carried out an assessment of any potential for harm to a child while availing of our programme. Below is a list of the areas of risk identified and the procedures for managing these risks.

Risk Identified	Procedure in place to manage risk identified
Abuse	<p>Blue Teapot has in place a Principal Agent Agreement with Corlann (Brothers of Charity Services Ireland - West Region - BOSCI).</p> <ul style="list-style-type: none"> ▪ All staff, tutors, project facilitators and volunteers have been Garda Vetted prior to starting work. ▪ All staff, tutors, project facilitators and volunteers have completed Children First Training (online HSEland) prior to starting work with Children. ▪ All staff, project facilitators and volunteers have signed the Safe to Create Code of Behaviour, a national Arts sector Dignity at work policy that includes policies on Bullying, Harassment, Sexual harassment, Victimisation. ▪ All staff have signed a Blue Teapot Employee Code of Conduct. ▪ All tutors have signed a Blue Teapot Tutor Code of Conduct. ▪ Procedure in place to manage risk, identified training and information, including identification of the occurrence of harm. ▪ A full time Designated Officer is in place at Corlann (BOCSI) of which we have access. ▪ All staff, tutors, project facilitators and volunteers are aware of who this relevant person(s) is and how to contact them at their offices. ▪ A list of Mandated Persons is maintained & available via Corlann (BOCSI).

	<ul style="list-style-type: none"> ▪ Procedure for the safe recruitment and selection of staff, tutors and volunteers to work with children is in place. ▪ Blue Teapot Feedback & Complaints procedure is publicly available on our website. ▪ Procedure for the management of allegations of abuse or misconduct against workers & volunteers of a child availing of our service is in place. ▪ A national policy outlining procedure for reporting of child protection concerns to Tulsa is in place.
<p>Environmental Risks</p>	<ul style="list-style-type: none"> ▪ Health and Safety Statement is regularly reviewed and maintained. ▪ Fire Safety Guidelines & evacuation in evidence is displayed in public areas of building. ▪ Regular fire drills are carried out in all areas where children receive a service. ▪ Staff, tutors & volunteers are fully aware of the evacuation procedures. ▪ Any equipment use in arts activities i.e. props or games used by children is regularly maintained. ▪ Blue Teapot Theatre Company’s Risk Register is reviewed and updated regularly by the Blue Teapot Management and Directors.
<p>Staffing, Tutors & Volunteers.</p>	<ul style="list-style-type: none"> ▪ All children are supervised appropriately while at Blue Teapot by staff facilitators and volunteers. ▪ Numbers participating in programmes are restricted & limited to small groups. ▪ Allocation of staffing & facilitators is based on numbers & needs of participant. Two staff are present during events which 1-12 young people are taking part. 12+ children will be supervised by an increased ratio of staff. ▪ Parents/guardians must always drop participants into the building and collect them from inside the building to reduce the risk of young people being left/collect at street level. ▪ When visiting a school or when school groups visit Blue Teapot, teaching staff are required to be present in the room and/or observe via a video link.

<p>Communication</p>	<ul style="list-style-type: none"> ▪ Any update to the programmes will be clearly communicated to the children/young people and their parents/guardians/teachers. ▪ Media consent forms are provided prior a participant starting each programme and only children/young people that have received consent will feature in photography or videos. ▪ All data collected during the programmes will adhere to Blue Teapot Theatre Company’s GDPR Privacy Policy. ▪ The use of mobile phones or any photography during the workshops is not permitted by the participants or their families/guardians. ▪ It is not permitted that programme personnel communicate directly with participants outside of the sessions via social media, texting, digital device or other manner.
<p>Child Specific Risks</p>	<ul style="list-style-type: none"> ▪ All relevant information about physical or behavioural issues or concerns must be disclosed by parents or their connections on application for their child before joining any Blue Teapot programme. ▪ It is clearly stated in the CTP (Community Theatre Programme) application form that the programme is facilitated by an arts practitioner, classroom assistant and volunteer and there are no social care supports available within the workshops. ▪ The CTP Code of Conduct is provided to all participants and their families/guardian at the start of the programme, and it clearly outlines behaviour that will not be tolerated and the policy for dealing with behavioural issues if they occur. ▪ The CTP Code of Conduct clearly states that challenges or threatens to either another participant or a supervisor will not be tolerated including use of foul or sexualised language. ▪ As per the CTP application form, only young people that are independent with personal care can attend the Community Theatre Programme. It is clearly stated that intimate or personal care practices will not be undertaken by the supervising staff/volunteers and if an issue arising, parents/guardians will be immediately informed.
<p>Reporting of incidents or matters of concern</p>	<ul style="list-style-type: none"> ▪ Blue Teapot Feedback & Complaints Policy is available to download from the Blue Teapot website. ▪ As part of the Principal Agent Agreement between Corlann (Brothers of Charity Services Ireland) (Principal) and Blue Teapot

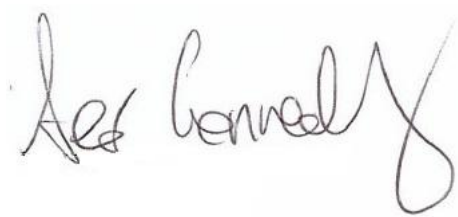
	(Agent), Blue Teapot adhere to Corlann policy on the Management and Reporting of Accidents, Incidents and Critical Incidents.
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IMPLEMENTATION

We recognise that implementation is an ongoing process. Our service is committed to the implementation of this Child Safeguarding Statement and the policies and procedures that support our intention to keep children safe from harm while availing of our service. This Child Safeguarding Statement will be reviewed every two years, with next review being **April 2028** or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signed on behalf of Blue Teapot:

Date: 14/05/2026



Sean Conneally – Chair of the Board of Directors

DESIGNATED PERSON

Katie Campbell (katie.campbell1@bocsi.ie) and Olivia Williams (Olivia.Williams@bocsi.ie) - 087 091 4496

Corlann (Brothers of Charity Services Ireland – West Regions)

Relevant Person under the Children First Act 2015.