



Child Safeguarding & Welfare Statement

Butler Gallery is a contemporary art gallery, and an accredited museum, based in Kilkenny City. The Butler Gallery programmes excellent, contemporary art work of local, national and international visual artists in a living way, through exhibition, collection, learning and public engagement projects for the benefit of the widest possible audience. The gallery is committed to playing a central role locally and nationally in developing and advocating the visual arts through its programme and associated activities.

The Butler Gallery is committed to a child centered approach to our work with children and young people. We undertake to provide a safe environment and experience, where the welfare of the child/young person is paramount.

We adhere to the recommendations of *Children First: National Guidelines for the protection and Welfare of Children*, published by the Department of Health and Children in accordance with the *Children First Act 2015*. We consider the definition of a child to be any person under age 18 who is not married, and has not previously been married as defined in the *Child Care Act 1991*. We are committed to implementing the following policies and procedures:

- Code of Behaviour, Garda Vetting and Tusla Child First online training or equivalent for all staff, volunteers and contractors who come into contact with children or vulnerable adults
- Confidentiality
- Safe Recruitment process
- Management of staff
- Involvement of parents/caregivers and children in delivering our services
- Mandatory reporting of suspected abuse and neglect
- Appropriate management of allegations of misconduct or abuse by staff/volunteers/contractors
- Complaints and comments procedure
- Incidents and accidents procedure
- Anti-bullying Policy

The Designated Liaison Person (DLP) dealing with child protection is currently Pauline Swaine, Deputy Designated Liaison Person, who is covering Maternity Leave for Hollie Kearns, (DLP) Learning and Public Engagement Curator at Butler Gallery.

As the Acting Designated Liaison Person she may be contacted on 056 7761106 or pauline@butlerballery.ie In emergencies call: 085 7856894

Summary of Activities

Children are welcomed into Butler Gallery through a number of targeted and general art programmes, as well as through accompanied general access to the gallery exhibition programming. The below summary of activities is not exhaustive as on occasion, once-off activities and/or new programmes may arise. In each activity a risk assessment for Child Safeguarding and Welfare is undertaken.

School & Group tours:

Tours are provided to groups of children and young people through their pre-school, school, college, community group or extra-curricular activity.

Children's Programme:

Artist-led art-making workshops in the gallery, responding to the temporary exhibition programme.

ARTiculation:

Butler Gallery is Kilkenny County coordinator for this national public speaking competition, through which 2nd level students create a presentation on an artwork or artefact and present in a competitive event. A series of workshops take place in the gallery as preparatory work.

National Drawing Day

Butler Gallery organises the largest outdoor event of this national cultural event with 10 simultaneous indoor and outdoor art-making workshops led by professional artists and volunteers.

Culture Night

A large scale after-hours event, Butler Gallery programmes live events, talks, screenings and workshops.

Youth Events

Events targeted at a teen audience, and led by professional artists take place throughout the year in response to the temporary exhibition programme including workshops and tours.

Risk Assessment for Butler Gallery activities

Risk	Likelihood	Impact	Risk Rating	Control Measures
Inappropriate behaviour by staff/volunteers/contractors	Unlikely	Moderate-Major	High	_ Child Protection Policy and Procedure is up-to-date and regularly referenced by all _ Management and Supervision of work practises and individuals _ Code of Behaviour, Garda Vetting and training for all

				staff/volunteers/contractors working with children
Recruitment of inappropriate person	Unlikely	Moderate -major	High	<ul style="list-style-type: none"> _ Safe recruitment process adhered to _ Garda Vetting and Child Protection/Children First training for all staff _ References sought from reputable arts organisations/professional in relation to previous work with children or vulnerable adults _ Induction to Child Protection Policy and procedures
Inadequate supervision of children	Unlikely	Moderate	Moderate	<ul style="list-style-type: none"> _ Appropriate procedures in place so children are always adequately supervised _ Staff familiar with Child Protection Procedures _ Active supervision of children by parents/teachers/guardians in large groups required _ Work practises regularly reviewed per activity
Access to activities by unaccompanied children	Unlikely	Moderate	Moderate	<ul style="list-style-type: none"> _ Sign in sheets required to be signed by parents/guardians for every activity _ Staff, volunteers and contractors familiar with all Child Protection Procedures _ Strong commitment of Butler Gallery to strict Child Protection Procedures regularly emphasised in management and supervision of staff _ Front desk staff have child safety training and induction in Child Protection Procedures

Incident of inappropriate behaviour by member of public at Butler Gallery	Moderate	Moderate	High	_ Unaccompanied children are not permitted in the gallery _ Child to adult ratios are strictly adhered to
Exposure to age-inappropriate artworks	Moderate	Low-Moderate	Moderate	_ During shows that are deemed to be inappropriate to young audiences no children's activities are planned _ Verbal and written parental advisory notices will be issued upon entry to said shows

Evaluation of Risk, based on the following Risk Matrix Template:

Likelihood	Consequences				
	Insignificant <i>Risk is easily mitigated by normal day to day process</i>	Minor <i>Delays up to 10% of Schedule Additional cost up to 10% of Budget</i>	Moderate <i>Delays up to 30% of Schedule Additional cost up to 30% of Budget</i>	Major <i>Delays up to 50% of Schedule Additional cost up to 50% of Budget</i>	Catastrophic <i>Project abandoned</i>
Certain >90% chance	High	High	Extreme	Extreme	Extreme
Likely 50% - 90% chance	Moderate	High	High	Extreme	Extreme
Moderate 10% - 50% chance	Low	Moderate	High	Extreme	Extreme
Unlikely 3% - 10% chance	Low	Low	Moderate	High	Extreme
Rare <3% chance	Low	Low	Moderate	High	High

Relevant Butler Gallery procedures

Butler Gallery's Child Protection Policy outlines policies and procedures developed in line with requirements under the *Children First Act 2015*, *Children First: National Guidance for the Protection and Welfare of Children (2017)*, and Tusla advisory document: *Child Safeguarding, A guide for Policy, Procedure and Practice*. This policy document outlines the following procedures:

- Procedures for the safe recruitment, training and management of artists, volunteers and workers specifically in relation to working with children
- Procedures for the recording and reporting of allegations or concerns of the abuse of a child availing of our service
- Procedure for the management of allegations of abuse or inappropriate behaviour by Butler Gallery staff/volunteer/contractors
- Procedure for the recording and reporting of retrospective disclosures or allegations of abuse by adults availing of our service
- Procedures for recording incidents and accidents
- Procedures for involving children/parents/guardians in our service

All procedures listed are available on request. We recognise that implementation is an ongoing process. Butler Gallery is committed to a bi-annual review of our Child Safeguarding Statement and Child Protection Policy and procedures, in line with ongoing updates to relevant legislations, that support our intention to keep children safe from harm while visiting and interacting with Butler Gallery

Signed:



[Provider]

Providers Name and Contact Details: Beatrice Kelly
beatricekellyie@yahoo.com

For queries please contact Pauline Swaine, Butler Gallery, Visitor Service Manager, and Acting Designated Liaison Person, relevant person under the *Children First Act 2015*.

Pauline Swaine: 056 7761106
pauline@butlergallery.ie