



# Newpark Music Centre CLG Company Limited by Guarantee

T/A Newpark Academy of Music

Child Safeguarding Statement 2025

## Document Control

**Version:** 1.0

**Effective Date:** 1 September 2025

**Company Number:** 253526

**Charity Register Number:** 200338978977

**Policy Title:** Child Safeguarding Statement

**Approved by Board of Directors:**

**Review Date:** Annually

## 1. Introduction

In accordance with the requirements of the **Children First Act 2015**, *Children First: National Guidance for the Protection and Welfare of Children 2017*, and Tusla's guidance on safeguarding statements, the Board of Directors of **Newpark Music Centre trading as Newpark Academy of Music (NAM)** has adopted this updated Child Safeguarding Statement.

NAM is a registered charity that provides high-quality music education for students of all ages. It recognises its responsibility to safeguard children attending its programs and is fully committed to implementing child protection procedures.

## 2. Description of Services

- NAM provides music education to approximately 300–400 students under 18 through private and group lessons.
- Tuition is conducted primarily at Orchard Suite, Quadrangle Building, IADT (Institute of Art, Design + Technology) in Dun Laoghaire, Kill Ave, Woodpark, Dublin, A96 KH79.
- Students may also participate in performances and events at off-site locations.
- NAM employs approximately 32 faculty and administrative staff.

### 3. Principles of Best Practice

NAM is committed to the following principles in child safeguarding:

- The welfare of the child is paramount.
- Complying fully with statutory obligations under the Children First Act 2015.
- Cooperating with all relevant statutory authorities.
- Adopting safe practices to minimise risk.
- Promoting open communication with parents/guardians.
- Respecting confidentiality in all child protection matters.
- Applying the same safeguarding principles to adults with vulnerabilities.

### 4. Risk Assessment

In accordance with Section 11 of the Children First Act 2015, a risk assessment identifying potential risks of harm to children has been conducted. The associated safeguarding procedures and policies are outlined in **Appendix 1**.

### 5. Procedures and Measures

NAM has implemented the following safeguarding procedures:

- Ensuring all staff are Garda vetted per the **National Vetting Bureau Acts 2012 to 2016**.
- Provision of mandatory Tusla Child First training to all relevant staff.
- Distribution of this Safeguarding Statement to all staff and inclusion in induction for new hires.
- Appointment of a **Designated Liaison Person (DLP)** and **Deputy DLP**.
- Clear reporting procedures for child protection concerns (see **Appendix 3**).

### 6. Designated Personnel

- **Designated Liaison Person (DLP):** Hiu Tung Chan
- **Deputy DLP:** Caroline Lima
- The DLP is also the "Relevant Person" as defined in the Children First Act 2015.
- All registered teachers at NAM are designated as Mandated Persons.

### 7. Accessibility

- This Safeguarding Statement is publicly available on NAM's website.
- It is displayed prominently in the reception area.
- Copies are available upon request and will be provided to Tusla or the Department of Education if required.

### 8. Monitoring and Review

This statement will be reviewed annually by the Board of Directors or following any material changes in legislation or NAM operations. The Executive Director will report annually to the Board confirming NAM's compliance.

**Signed:**

Chairperson of the Board:  Signed by: [Signature] DocuSigned by: [Signature] ID: E098E25C5249C...

Secretary to the Board:  DocuSigned by: [Signature] ID: 5928A57743460...

Executive Director:  DocuSigned by: [Signature] ID: C5938A97743460...

**Date:** 9/3/2025

## **Appendices:**

### **Appendix 1: Risk Assessment**

A full risk assessment has been undertaken as per Section 11 of the Children First Act 2015. It identifies potential risks of harm to children in NAM's activities and outlines policies in place to manage those risks. Key areas include:

- One-to-one teaching
- Student arrival and dismissal
- Recreation breaks
- Off-site events
- Use of technology and social media
- Access to toilets and private areas
- First aid administration
- Use of media (video/photography)
- Vulnerable students
- Recruitment and training

All relevant policies such as the Dignity & Respect Policy, Health and Safety Policy, and ICT Policy are in place to mitigate these risks.

### **Appendix 2: Garda Vetting Policy**

NAM ensures all teaching and non-teaching staff who have access to children or vulnerable adults are vetted in compliance with the National Vetting Bureau Acts 2012 to 2016. Vetting is renewed every three years or more frequently as required. Any disclosures are handled in line with data protection and safeguarding regulations.

### **Appendix 3: Definitions of Abuse & Reporting Procedure**

Categories of abuse include:

- **Neglect**
- **Emotional Abuse**
- **Physical Abuse**
- **Sexual Abuse**

If a staff member has concerns about potential abuse, they must report it to the DLP or Deputy DLP. Staff must not conduct their own investigation but should record the concern and follow NAM's internal reporting protocols. Tusla and An Garda Síochána will be contacted where appropriate.