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| **A Safe and Welcoming Church: Safeguarding Children Policy and Standards for the Catholic Church**  **Central Audit** |
| Thank you for completing this audit, and for the work that you have done and continue to do to ensure the highest standards in best practice in child safeguarding.  This audit is completed where there is **no** ministry with children and the Church Authority **is** managing any cases of abuse.  The purpose of this yearly audit is to review the safeguarding systems in place within your Church/congregation with a critical eye. To identify any gaps that might, if left open allow for risk to a child to develop. Where gaps are found to, ensure effective, robust and time bound action plans are in place to address the deficits.  This annual self-audit will provide assurances to your congregation, the wider community, the Church Leader, Provincial, Bishop or Superior that every measure to promote the welfare of Children, protect them from abuse or maltreatment and to enable them to have the best outcomes when involved in activities within the church have been taken.  Please feel free to call on any of the child safeguarding personnel if you have any questions or require assistance with the audit.  The audit should be completed centrally by representatives of the Church Authority. In order to complete this audit you may have had to send out the local versions in order to gather information from local areas of the order or the Diocese.  To complete please   1. Following thoughtful review of your evidence to meet the criteria choose an option Y/N. Criteria in place Y/ Criteria not in place N 2. Provide location of evidentiary proof of compliance and review dates in Column E 3. Note your actions to meet compliance in Column F |

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| **Year Under Review** |  |
| **Completed by** (Insert date)  **Return address** (insert address)  **Name of Church Authority**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |
| **Name of Church Leader** |  |  |
|  | Name of Director/OF SAFEGUARDING |  |
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|  | Name of DLP |  |
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| **L** | **Standard: Leadership, Governance and Accountability** | **Audit Answer Y/N** | **Comments / Objective Evidence** | **Details ( Evidence as requested in Column D if evidence is not available this should then become an action i.e. to identify and log evidence that the criteria is in place)** | **Actions identified ( Required if audit answer is No)** |
| L1.A | A communication plan is in place and has been forwarded to each Parish/Local community(Religious) |  | Plan can be found at? Last review  date? |  |  |
| L2.F & L4.B | You have confirmed that each Parish/Local community(religious)  maintains a list of mandated persons and that training has been provided as required |  | Plan can be found at? Last review  date? |  |  |

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| L3.A | Are personnel involved in a safeguarding role aware of how to manage child protection allegations, suspicions, concerns or knowledge about Bishops or their Equivalents |  | Staff questioned on | |  |  |
| were able to identify the correct measures to  take. |  |
| L3.D | A crisis management plan is in place which can provide appropriate guidance in the event of a risk arising |  | Plan can be found at? Last review date? | |  |  |
| L3.E | Where an serious incident/ event occurred in the last 12 months a Serious incident review was undertaken |  | Redacted review can be found at?  Last review date? | |  |  |
| L4.B | Training appropriate to role including refresher training has been undertaken for Clerics, Male and Female Religious and Lay Personnel. |  | Plan can be found at? Last review  Date? | |  |  |
| L1.A | Details of the DLP are displayed in appropriate locations |  | Details of DLP and Deputy DLP can be found at  ?  Last review date? | |  |  |
| **S** | **Standard: Nurturing a culture of safeguarding** | **Audit Answer Y/N** | **Comments / Objective Evidence** | | **Details ( Evidence as requested in Column D if evidence is not available this should then become an action i.e. to identify and log evidence of that the criteria is in place)** | **Actions identified ( Required if audit answer is No)** |

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| S1.B | All Clerics, Male and Female Religious and Lay Personnel have  completed Garda vetting when taking up role and each 3 years subsequently |  | Plan can be found at? Last review  date? |  |  |
| S2.A | All personnel have completed or are in the process of completing an induction plan that covers all aspects of Child safeguarding and protection |  | Sample induction plan can be found at  ?  Last review  date? |  |  |
| S6.A | Where Church/ Religious property is used by external groups, those groups have confirmed in writing that their insurance and that they have a child safeguarding policy in place. |  | Copy of correspondence can be found at  ?  Last review  date? |  |  |
| S6.A | A register of all non-Church groups that use Church property is in place |  | Register can be viewed at?  Last review date? |  |  |

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| **R** | **Standard Responding Pastorally and reporting according to Civil and Cannon Law** | **Audit Answer** | **Comments / Objective Evidence** | **Details ( Evidence as requested in Column D if evidence is not available this should then become an action i.e. to identify and log evidence of that the criteria is in place)** | **Actions identified ( Required if audit answer is No)** |
| R1.A & R1. B | Clerics, Male and Female religious and Lay personnel have received training and awareness building on how and who to report safeguarding  concerns |  | Pathway for reporting can be found at? Last review  date? |  |  |
| R1.D | All allegations/ suspicions of Child abuse where the respondent is living have been reported to Statutory authorities within 5 days |  | Proof can be found at?  Last review date? |  |  |
| R1.D | All allegations/ suspicions of Child abuse where the respondent is un- named/ deceased/ suspected deceased have been reported to Statutory authorities as soon as practically possibly but always within 6  months |  | Proof can be found at?  Last review date? |  |  |
| R1.D | All allegations/ suspicions of Child abuse where the respondent is a Cleric, Male or Female religious have been reported to the DDF |  | Proof can be found at?  Last review date? |  |  |
| R1.D | All allegations/ suspicions of Child abuse where the respondent is a Cleric, Male or Female religious or Lay personnel have been reported to The National Board for Child Safeguarding in the Catholic Church in  the appropriate format. |  | Proof can be found at?  Last review date? |  |  |

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| R3.A | Case management records are maintained by the DLP for all allegations  and or suspicions of Child abuse by Clerics, Male and Female religious and Lay personnel |  | Case management records can be found at?  Last review date? |  |  |
| R8.B | Where a case of Child abuse involves a Cleric, Male or Female religious a risk management plan is implemented that ensures risk to children is reduced to its lowest level |  | Plan can be found at? Last review  date? |  |  |
| R8.B | Where a Respondent is identified and a management plan is in place  the plan is reviewed and updated every 3 months |  |  |  |  |
| R4.A | Where an allegation or suspicion of child abuse is raised a named support person has been identified and notified to relevant persons |  | Plan can be found at? Last review  date? |  |  |
| R7.A | Where an allegation or suspicion of child abuse has been raised against a respondent, the respondent is provided with a named advisor |  | Plan can be found at? Last review  date? |  |  |