

<b>Document Reference Number</b>	<b>5.4 Child Protection</b> (Protection & Rights)		
<b>Document developed by</b>	DCIL CEO & Support and Development Team	<b>Document approved by</b>	CEO & DCIL Board Members
<b>Approval date</b>	November 2020	<b>Revision date</b>	November 2023
<b>Responsibility for Implementation</b>	DCIL Staff	<b>Responsibility for review and audit</b>	DCIL Support & Development Team

**POLICY STATEMENT:**

**Donegal Centre for Independent Living is committed in ensuring that ALL DCIL Staff understand the Child Protection Policy of DCIL Service.**

**PURPOSE:**

To ensure that all DCIL staff have a clear understanding of the Child Protection Policy of the DCIL Service.

**SCOPE:**

This policy refers to all DCIL Staff (Core Staff and Personal Assistants) employed working within the Donegal Centre for Independent Living.

**PROCEDURE:**

- 5.4.1 It is the responsibility of all PAs to ensure that they are familiar with DCIL’s Child Protection Policy. This document can be viewed on our website [www.donegalcil.com](http://www.donegalcil.com) with a hardcopy available upon request from DCIL reception
- 5.4.2 If a Personal Assistant is required to assist a Leader, by bathing the Leader’s Children, the Leader must be present to supervise and must direct the PA in doing the task at hand.
- 5.4.3 If a Staff member is concerned about any Child Protection issues that should report back to the DCIL Designated Team with includes the General Manager and PA support Coordinator.
- 5.4.4 All matters of Child Protection must be dealt with in a confidential manner.

**LEGISLATION/ REFERENCES/BIBLIOGRAPHY /OTHER RELATED POLICIES:**

Centre for Independent Living, Carmichael House, Dublin  
Protection of Children (Hague Convention) Act 2000

**ROLES AND RESPONSIBILITIES:**

It is the responsibility of DCIL staff to comply with the above policy.  
It is the responsibility of the DCIL Support & Development Team to ensure the compliance of the above policy.

**IMPLEMENTATION PLAN:**

It is the responsibility of the DCIL Support & Development Team to roll out and implement the above policy to all DCIL staff.

**REVISION AND AUDIT:**

This policy will be reviewed in November 2021 by the DCIL Support & Development Team and CEO of DCIL.