

**STANDARD 6**  
**COMMUNICATING THE CHURCH'S SAFEGUARDING MESSAGE**  
**CORK AND ROSS DRAFT PLAN 2016-2019**

Who	What	How	Who is responsible?	When	Review	2017	2018	2019
<b>Lay Faithful</b>	Safeguarding Policy & DLP contact details,  Link on Website to safeguarding message/page	Diocesan Website	Diocesan Website is updated to ensure:  1.The name of DLP  2. Safeguarding Policy is up to date and available	Weekly and as part of annual audit	Annually	Dec '17	Dec '18	
	DLP contact details and key safeguarding message on laminated posters	Local Bulletin  Parish Newsletter	The parish priest/LSR is responsible for:  1. ensuring the name of the DLP and contact details are included in the bulletin  2. ensuring that policies are on view in designated locations owned by the parish	Annually		Dec '17	Dec '18	
	Safeguarding Awareness Month	Email short communication to parish priests for parish newsletters and parish websites	1.DLP  2.Diocesan Safeguarding Committee Communication Rep	October annually	Anually	Dec '17	Dec '18	

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<b>Local Safety Representative (LSR)</b>	Updates on the work of the committee and notice of upcoming events	Safeguarding Committee Newsletter	Diocesan Safeguarding Committee	Bi-annually	<i>see</i> Training and Support Standard	Dec '17	Dec '18	
	Increase awareness and understanding of Safeguarding Policy and the 7 Standards	Safeguarding Conference as part of Safeguarding Month	DLP and trainers	Annually in October				
	Full day training for new LSR and parish priests		DLP and trainers	24 September and 22 October 2016				
	Printed copies of the Diocesan safeguarding policy, DLP contact details, and Standards	Diocesan office obtains hard copies and distributes to parishes. The LSRs check to ensure that policies and DLP contact details are on view in designated locations owned by the parish	Diocesan Office	August/September 2016				
	Distributed copies of the Diocesan safeguarding policy, DLP contact details, and Standards including a child friendly version with a cover letter from the Committee		Distribution: by email from Diocesan Office	2017 and 2019	<i>see</i> Quality Assurance Standard			
	Parish Audit	A copy will be sent to parish priests and LSR to complete and return to the Diocesan Safeguarding Committee						
	Workshop in deaneries for all working with children in diocese	A member of the Diocesan Safeguarding Committee and the DLP or trainer will facilitate a workshop open to all those working with children in the parishes	DLP and Diocesan Office, Diocesan Safeguarding Committee and trainers	2016/17	<i>see</i> Training and Support Standard			

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Who	What	How	Who is responsible?	When	Review	2017	2018	2019
Priests	Updates on the work of the committee and notice of upcoming events	Safeguarding Committee newsletter emailed to parish priests	Diocesan Safeguarding Committee	Bi-annually	see Training and Support Standard	Dec '17	Dec '18	
	Increase awareness and understanding of Safeguarding Policy and the 7 Standards	Safeguarding Conference as part of Safeguarding Month open to parish priests and LSRs	DLP and trainers	Annually in October				
	Full day training for new LSR and priests	Venue and dates to be arranged with DLP and trainer and communicated by email to LSRs and parish priests	DLP and trainers	24 September and 22 October 2016				
	Printed copies of the Diocesan safeguarding policy, DLP contact details, and Standards	Diocesan office obtains hard copies and distributes to parish office.	Diocesan Office	August/September 2016	see Quality Assurance Standard	Dec '17	Dec '18	
	Emailed copies of the Diocesan safeguarding policy, DLP contact details, and Standards including a child friendly version with a cover letter from the Committee	A copy will be sent to parish priests and LSR to complete and return to the Diocesan Safeguarding Committee	Distribution: Diocesan Office by email	2017 and 2019	see Training and Support Standard			
	Parish Audit	A member of the Diocesan Safeguarding Committee and the DLP or trainer will facilitate a workshop open to all those working with children in the parishes	DLP and Diocesan Office, Diocesan Safeguarding Committee and trainers	2016/17	Annual	Dec '17	Dec '18	
	Workshop in deaneries for all working with children in diocese	DLP will arrange with Deanery coordinators to attend a meeting of priests in each deanery at a mutually convenient date	DLP	2017 and annually thereafter				

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<b>Parish Schools</b>	Diocese Safeguarding Policy and DLP contact details	Diocesan Website	Diocesan Website is updated to ensure:  1.The name of DLP  2. Safeguarding Policy is up to date and available	Weekly and as part of annual audit	Annually	Dec '17	Dec '18	
	Link on Website to safeguarding message/page							
	DLP contact details and key safeguarding message on laminated posters	School Notice Board	The parish priest/LSR is responsible for ensuring the name of the DLP and contact details are distributed to local parish schools to display on the School notice board.  DLP, Diocesan Office, Diocesan Safeguarding Committee and trainers	Annually		Dec '17	Dec '18	
	Workshop in deaneries for all working with children in diocese	A member of the Diocesan Safeguarding Committee and the DLP or trainer will facilitate a workshop open to all those working with children in the parishes		2016/17	<i>see</i> Training and Support Standard	Dec '17	Dec '18	

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Who	What	How	Who is responsible?	When	Review	2017	2018	2019
Chaplains working in hospital/ university/ prison	Diocese Safeguarding Policy and DLP contact details	Diocesan Website	Diocesan Website is updated to ensure:  1.The name of DLP  2. Safeguarding Policy is up to date and available	Weekly and as part of annual audit	Annually	Dec '17	Dec '18	
	Link on Website to safeguarding message/page							
	DLP contact details and key safeguarding message on laminated posters	Institute Notice Board	The DLP is responsible for ensuring the name of the DLP and contact details are distributed to chaplaincies to display on the institutes notice board.	Annually		Dec '17	Dec '18	
	Workshop in deaneries for all working with children in diocese	A member of the Diocesan Safeguarding Committee and the DLP or trainer will facilitate a workshop open to all those working with children in the parishes	DLP and diocesan office, Diocesan Safeguarding Committee and trainers	2016/17	see Training and Support Standard	Dec '17	Dec '18	

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Who	What	How	Who is responsible?	When	Review	2017	2018	2019
<b>Other agencies including Statutory authorities: TUSLA, An Garda Síochána</b>  <b>Local survivors groups</b>  Pastoral development office	Diocese Safeguarding Policy and DLP contact details  Link on Website to safeguarding message/page	Diocesan Website	Diocesan Website is updated to ensure:  1.The name of DLP  2. Safeguarding Policy is up to date and available DLP	Weekly and as part of annual audit           As necessary	Annually           As necessary	Dec 17	Dec 18	
	Referrals of allegations..	DLP will ....						

Who	What	How	Who is responsible?	When	Review	2017	2018	2019
<b>Bishop</b>  NBSCCCI	Annual Report	Written report presented to the Bishop	Diocesan Safeguarding Committee	Annually	Annually			