



Name of service: International Literature Festival Dublin

Nature of service provided:

The International Literature Festival Dublin, founded in 1998, is Ireland's premier literary event and gathers the finest writers in the world to debate, provoke, delight and enthrall. Described by the press as 'boasting a stunning array of top international literary talent' and 'the country's most successful and easily the best annual literary event'.

ILFD presents, produces and commissions a programme of events for all ages, including an extensive programme for family and children and schools. In our programs geared at children and young people the festival is committed to a wholly child-centered approach.

ILFD is a programme of the City Arts Office, part of the Culture, Recreation & Economic Services Department of Dublin City Council (Chief Executive Richard Shakespeare). The work of the Arts Office is made possible by the support of the Lord Mayor of Dublin Daithí de Róiste and the members of Dublin City Council.

Declaration of principles to safeguard children from harm:

Below are the International Literature Festival Dublin's principles and procedures which should be observed to ensure, as far as possible, that a child is safe from harm while taking part or attending family / children / school events at the festival.

- All festival staff and regular artists / facilitators / volunteers are Garda vetted.
- Relevant staff have undertaken Tusla online Child Protection Training – Children First E-Learning.
- All child protection or welfare concerns will be reported to Tusla/Gardaí in a timely manner.
- Children are always accompanied by a parent/guardian at all times for festival activities or events.
- At all events a vetted festival staff member will be in attendance at the event for supervision.
- A child in need of personal support because of illness, physical needs or any form of distress, shall be referred in the first place to his/her parent/guardian or teacher. In the absence of a guardian, the festival staff member who is working with or supervising that activity will provide such support. A parent/guardian or teacher should inform a member



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of staff if there are any specific needs required during a child's participation at a festival event.

Our Designated Liaison Person is Aimée van Wylick

Risk Assessment:

The festival will carry out an assessment of any potential for harm to a child while availing of our services. Below is a list of the areas of risk identified and the list of procedures for managing these risks.

Risk identified	Procedure in place to manage risk identified
1 Non-compliance with International Literature Festival Dublin's Child Protection Policy	All staff and volunteers are provided with the Child Protection Policy. Any breach of the Child Protection Policy will be reported to the relevant line manager. The Child Protection Policy is reviewed every year.
2 Delay in making referrals to Tusla	All staff and regular volunteers are trained and supported to ensure they can act promptly and not delay in contacting the Mandated Person or Tusla when they deem a referral may be required.
4 Receipt of complaint of alleged child abuse where a parent, guardian or teacher is the alleged perpetrator.	All staff know the procedures to make a referral to the Designated Liaison Person or directly to Tusla. Internal disciplinary processes are in place where the issue concerns an employee.
5 Child makes a disclosure to a member of staff	All staff know the procedures to make a referral to the Designated Liaison Person or directly to Tusla.
6 A suspicion of child abuse is determined by a member of staff.	All staff know the procedures to make a referral to the Designated Liaison Person or directly to Tusla.



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Procedures:

The International Literature Festival Dublin's Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015, and the *Children First: National Guidance*, *Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice* and *Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice (2nd Edition)*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our services:

- Procedure for the management of allegations of abuse or misconduct against workers/volunteers of a child availing of our services
- Procedure for the safe recruitment and selection of workers and volunteers to work with children
- Procedure for provision of, and access to, child safeguarding training and information, including the identification of the occurrence of harm
- Procedure for the reporting of child protection or welfare concerns to Tusla or the Gardaí as appropriate
- Procedure for maintaining a list of the persons (if any) in the relevant service who are 'Mandated Persons' as defined under the Children First Act 2015

All procedures listed are available upon request.

Implementation:

The International Literature Festival Dublin recognises that implementation is an ongoing process. Our festival is committed to the implementation of this Child Safeguarding Statement and the procedures that support our intention to keep children safe from harm while availing of our service. This Statement will be reviewed on 2 December 2020 or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signatories of this statement: Aimée van Wylick, Festival Producer

Name and contact details:

International Literature Festival Dublin,
Dublin City Arts Office,
The LAB, Foley Street,
Dublin 1

For queries in relation to this Child Safeguarding Statement please contact Aimée van Wylick, Festival Producer at info@ilfdublin.com