

Child Safeguarding Statement & Policy



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Section 1: Child Safeguarding Statement

I, Selma Daniel of LittleLion Dance Theatre, am committed to a child-centred approach to our work with children and young people. We undertake to provide a safe environment and experience, where the welfare of the child / young person is paramount. We will adhere to the 'Children First National Guidelines for the Protection and Welfare of Children' by having and implementing the following child safeguarding policies and procedures:

- A code of behaviour for staff
- A safe recruitment policy
- A Designated Person who deals with child protection issues
- Reporting procedures and responsibilities
- Procedures for reporting concerns to the TUSLA
- Procedures for dealing with allegations against staff or volunteers
- A confidentiality policy
- A complaints policy
- An accidents and incidents reporting policy

In order to ensure mutual protection we will endeavour that any artists or technicians working with the company will be made aware of our:

- Child Safeguarding Policy and Procedures
- Code of Behaviour
- Health and Safety Guidelines relevant to participation in children and young people's activities.

We will review our policy annually.

Signed



Selma Daniel
1st November 2019

Section 2: Child Safeguarding Policy

1. Purpose & Values

LittleLion Dance Theatre is a dance theatre company dedicated to producing meaningful and innovative dance pieces and performance for young audiences and families. As movement is the first language in dance theatre, LittleLion aims to take children out of the everyday world into the abstract world of the senses. Encouraging children to expand their imagination by making boundless stories of their own. We believe that imagination pushes boundaries and expand children's perception of themselves and the world around them.

Here at LittleLion Dance Theatre we are committed to providing a safe environment for children and young people. Children's welfare and safety is our top priority. To help us achieve this, we have a Child Safeguarding Policy and Procedures which guide our work.

Parents/guardians are children's primary carers. We work in partnership with parents/guardians to ensure children's safety and enjoyment of the activities we offer. We ask you to take some time to read our guidelines and programme information. If you have any questions or concerns you can talk to Selma Daniel our Designated Person for Child Protection.

Here are some questions you might want to ask:

What is a child protection policy?

A child protection policy is a statement of the organisation's commitment to keep children and young people safe and to report any concerns about their welfare. The policy will contain procedures for how this is done in the organisation.

These will usually include:

- A code of behaviour for staff
- A safe recruitment policy
- A Designated Person who deals with child protection issues
- Procedures for reporting concerns to the TUSLA
- Procedures for dealing with allegations against staff or volunteers
- A confidentiality policy
- A complaints policy
- An accidents and incidents reporting policy

What should I expect from an activity or group my child takes part in?

You can expect your child's safety and welfare to be the top priority. You will be informed about and asked to give your consent for all activities your child is involved in. You can expect that staff or volunteers are carefully selected and suitable to work with children and young people.

What does confidentiality mean?

Confidentiality means that information in relation to you or your children will only be shared with people who 'need to know'. Personal information about your family will be treated with respect and records will be securely stored.

Who does the organisation report to, if they have a child protection concern about a child or young person?

If we have a child protection concern about a child we are obliged to report it to a Duty Social Worker in the Health Service Executive (HSE), or in an emergency to An Garda Síochána. Reckless endangerment of children is a criminal offence under Irish law which could result in criminal prosecution and imprisonment for failure to comply with the relevant provisions of the appropriate legislation.

What information will be passed on?

We will pass on the child's name, address and age, your name and address and will say what the reason for concern is. We will also include the name of the person making the report. Anyone making a report of suspected child abuse, provided they act 'reasonably and in good faith' will have immunity from civil liability (Protection for Persons Reporting Child Abuse Act, 1998).

Do I have a right to see information about me or my child?

Yes. You have a right to see any records that are kept about you or your children.

Is there a code of behaviour for staff, children and young people, volunteers, parents?

Yes. A code of behaviour for staff, including volunteers, is part of our child protection policy. We have a code of behaviour for children and young people. We have an anti-bullying policy. We also ask parents/guardians to comply with certain measures to ensure their children's safety (see below).

Who can I talk to if I have a concern about a child?

If you have a concern about a child or young person, you can talk to Selma Daniel, our Designated Person. She will listen to your concern and explain our Child Protection Policy to you. Alternatively, you can contact a Duty Social worker in the HSE directly (contact details for local area Duty Social Worker).

Is there a complaints policy? Who can I talk to if I have a complaint?

Yes, we have a complaints policy. If you have a complaint you can talk or write to Selma Daniel littleliontheatre@gmail.com. We will respond to your complaint within 48 hours.

Does the organisation have a health and safety policy?

Yes. All organisations are required by law to have a safety statement and a health and safety policy.

Are staff vetted by the Gardaí and are references checked for all staff and volunteers?

References are checked for all staff and volunteers. Where Garda Vetting is available it will be obtained. All staff and volunteers are asked to sign a declaration stating that they are suitable to work with children and young people and that they will abide by the organisation's child protection policy.

Does the organisation have a policy for dealing with allegations against staff or volunteers?

Yes. Procedures for dealing with allegations against staff or volunteers are part of the child safeguarding policy.

Can I come and visit or stay and watch the activities if I want to?

Yes. You are always welcome to visit.

Parents Co-operation

In order to help ensure children and young people's safety and welfare we ask parents to:

- Bring and collect children on time for the activities. Staff at LittleLion Dance Theatre are not responsible for children outside of programme hours.
- Give us any relevant information (e.g. health, ability, emergency contact) if required.
- Follow directions of staff (facilitators/leaders) when requested.
- Complete and sign registration and consent forms for programmes as requested.

2. Code of Behaviour

Code of Behaviour: Child Centred Approach

- Treat all children and young people equally and as individuals
- Give every child the right to participate in an arts activity regardless of ability
- Listen to and respect children and young people
- Involve children/young people in decision making as appropriate
- Provide encouragement, support and praise (regardless of ability)
- Use appropriate language (physical and verbal)
- Have fun and encourage a positive atmosphere
- Offer constructive criticism when needed
- Respect a child's/young person's personal space
- Ensure it is acceptable to a distressed or hurt child if offering physical comfort. Allow teachers to do this where possible
- Boundaries on behaviour and related sanctions will be discussed with children/young people and teachers
- Avoid the occurrence of rough physical games among children
- Respect children's safety at all times. Be sensitive to the potential risks involved in participating in an arts activity
- Have contracts/agreements with group
- Encourage feedback from group
- Lead by example
- Create an atmosphere of trust
- Respect differences of ability, culture, religion, race and sexual orientation
- Avoid giving a lift to a child/young person without the presence of another person in the car

Code of Behaviour: Good Practice

- Report any concerns to appropriate personnel and follow reporting procedures
- Report/record any incidents and accidents
- Seek permission from schools to video and/or take pictures of children and young people participating in our work
- Be inclusive of children and young people with special needs

- Plan and be sufficiently prepared both mentally and physically
- Keep teachers informed of any issues that concern their class
- Ensure proper supervision (teacher present at all times) including adequate ratios depending on age, abilities and activities involved
- Ensure clear communication between artist and schools/ other organisations
- Don't 'not do anything' in relation to concerns
- Don't let a problem get out of control
- Provide appropriate training for all staff
- Update policies and procedures regularly
- Do not smoke on the school premises
- Never leave individuals or groups of children unattended
- Avoid if at all possible giving a lift to a child / young person and in the event you do then make sure that parent/guardian/teacher is informed
- Maintain awareness around language and comments made, if you think that something you said may have caused offence or upset, then try to address in a sensitive manner

Code of Behaviour Inappropriate behaviour

- Avoid spending excessive amounts of time alone with children/young people
- Don't use/allow offensive or sexually suggestive physical and/or verbal language
- Don't single out a particular child/young person (for unfair favouritism, criticism or ridicule)
- Don't allow/engage in inappropriate touching of any form
- Don't hit or physically chastise children/young people
- Don't socialise inappropriately with children/ young people e.g. outside of structured organisational activities

Code of Behaviour Physical Contact

- Seek consent of child/young person at all times in relation to physical contact
- Avoid horseplay, inappropriate touch
- Check with children/young people about their level of comfort if doing touch exercises

Code of Behaviour: Health and Safety

- Provide a safe environment
- Be aware of accident procedure and follow accordingly
- Don't leave children unattended/unsupervised
- Don't allow children to handle any dangerous materials

Section 3 – Reporting Procedures and Responsibilities

I, Selma Daniel (Artistic Director) am LittleLion Dance Theatre's designated contact for any issues or concerns regarding a child's or young person's safety and welfare. I am responsible for supporting and advising staff and artists working with LittleLion Dance Theatre's about policy and procedures in relation to child protection and to ensure that procedures are followed. It is my responsibility to liaise with school teachers and management when appropriate. It is also my responsibility to liaise with the Health Service Executive or Gardaí where appropriate.

Selma Daniel can be contacted at selmadaniel@gmail.com and +353 87 960 6411.

Company Producer is the designated deputy and can be contacted at littleliontheatre@gmail.com

Reasonable Grounds for Concern (Children First: National Guidelines for the Protection and Welfare of Children - 4.3.2 - p.38)

- Explicit indication from the child or young person that s/he has been abused
- An account by a person who saw the child/ young person being abused
- Evidence, such as an injury or behaviour, which is consistent with abuse and unlikely to be caused another way
- An injury or behaviour, which is consistent both with abuse and with an innocent explanation but where there are corroborative indicators supporting the concern that it may be a case of abuse. For example, a pattern of injuries, an implausible explanation, other indications of abuse, dysfunctional behaviour
- Consistent indication, over a period of time that a child is suffering from emotional or physical neglect

Definitions of Child Abuse (Children First: National Guidelines for the Protection and Welfare of Children)

This can take any of the following forms:

- Neglect
- Emotional abuse
- Physical abuse
- Sexual abuse

Neglect can be defined as being where the child suffers significant harm or impairment of development by being deprived of food, clothing, warmth, hygiene, intellectual stimulation, supervision and safety, medical care, attachment to and affection from adults. When the child's needs are neglected to the extent that his or her development or well-being is severely affected there is considered to be significant harm.

Emotional abuse usually happens where there is a relationship between a carer and a child rather than as a specific incident or incidents. Unless other forms of abuse are present it is usually not evident in physical signs or symptoms. Rather, it can manifest in the child's behaviour or physical functioning including 'anxious' attachment, unhappiness, low self-esteem, educational and developmental underachievement and uncooperative or hostile behaviour. The threshold of significant harm is reached when interaction is predominantly abusive and become typical of the relationship between the child and the parent/carer.

Examples of emotional abuse in children include:

- Imposition of negative attributes on children, expressed by persistent criticism, sarcasm, hostility or blaming
- Emotional unavailability by the child's parent/carer
- Unresponsiveness, inconsistent or inappropriate expectations of the child
- Premature imposition of responsibility on the child
- Unrealistic or inappropriate expectations of the child's capacity to understand something or to behave and control him/herself in a certain way
- Under or over-protection of the child
- Use of unreasonably harsh discipline
- Exposure to domestic violence

Physical abuse is characterised as any form of non- accidental injury or injury as a result of wilful or neglectful failure to protect a child.

Examples of physical abuse include:

- Shaking
- Use of excessive force in handling
- Deliberate poisoning
- Suffocation
- Allowing or creating a substantial risk of significant harm to a child

Sexual abuse involves the use of a child for gratification or sexual arousal by a person for themselves or others.

Examples of sexual abuse include:

- Exposure of the sexual organs or any sexual act intentionally performed in the presence of a child
- Intentional touching or molesting of the body of a child whether by a person or object for the purpose of sexual arousal or gratification
- Sexual intercourse with a child
- Sexual exploitation of a child including exposing a child to sexually explicit material
- Consensual sexual activity involving an adult and an under-age person.

As far as is possible and consistent with the safety of the child, confidentiality will be respected where such suspicions are raised.

Recording procedures

A system is in place for recording concerns about the protection of children and young people. When an incident occurs, I record it in the incident book. I record the concern, including the date, time of and people involved in the concern/disclosure and the facts. Information recorded should be factual. Any opinions recorded should be supported by facts.

Dealing with a Disclosure

- Stay calm and listen to the child/young person, allow them enough time to say what he/she needs to say
- Don't use leading questions or prompt details
- Reassure the child/young person but do not promise to keep anything secret
- Don't make the child/young person repeat the details unnecessarily
- Explain to the child/young person what will happen next (explanation should be age-appropriate)

Reporting procedure

- Record the concern, including the date, time of and people involved in the concern/ disclosure and the facts (in the incident book). Information recorded should be factual. Any opinions recorded should be supported by facts
- Inform the schools child protection officer or management as appropriate
- The most appropriate person should discuss the concern/consult with teachers/ parents where necessary

Procedure for Reporting to the HSE

I will contact the Health Service Executive Duty Social Work Department for an informal consultation prior to making a report, maintaining that information will be shared on a strictly 'need to know' basis. If there are reasonable grounds for concern as outlined above, I will contact the Duty Social Worker in the Health Service Executive area using the standard reporting form available from the Health Service Executive (see sample form in Appendix I). I understand that reports should be made without delay and can be made verbally initially and then followed by the standard reporting form.

I would consult and discuss concerns with the parents/guardians on making a report to the HSE unless it is likely to put the child/young person at further risk.

In the event that the Designated Person is not available, the local Duty Social Worker of the Health Service Executive should be contacted directly. When based in Dublin the contact is Dublin South City Child Protection Services Duty Social Work, Carnegie Centre, 21-25 Lord Edward Street, Dublin 2, tel: (01) 648 6555 (contacts for Duty Social Workers in other areas around the country are attached in Appendix II).

In the event of an emergency outside of Health Service Executive Social Work Department hours, contact the local Gardaí. In situations that threaten the immediate safety of a child/young person, it may be necessary to contact the Gardaí.

Section 4 – Confidentiality Statement

I am committed to ensuring peoples' rights to confidentiality. However, in relation to child protection and welfare I undertake that:

- Information will only be passed on, on a 'need to know' basis in order to safeguard the child/young person
- Giving such information to others for the protection of a child or young person is not a breach of confidentiality
- I cannot guarantee total confidentiality where the best interests of the child or young person are at risk
- Teachers, parents/carers, children and young people have a right to know if personal information is being shared and/or a report is being made to the management of the school, unless doing so could put the child/young person at further risk
- Images of a child/young person will not be used for any reason without the consent of the teacher/parent
- Procedures will be put in place around the use of images of children/young people
- Procedures will be put in place for the recording and storing of information in line with our confidentiality policy

Section 5 – Recruiting and Selecting Staff

I ensure that other artists and facilitators are carefully selected and supervised by me to provide a safe artistic environment for all children and young people.

It is good practice that staff are recruited along the following lines:

- There are clearly defined roles and responsibilities for every job
- Candidates will be asked to sign a declaration form

- In a case where contract candidates are not known to me - at least two written references which are recent, relevant, independent and verbally confirmed will be necessary
- No person who would be deemed to constitute a 'risk' will be employed (ref. Childcare Act 1991).
- Some of the exclusions would include:
 - any child related convictions
 - refusal to sign application form and
 - declaration form
 - insufficient documentary evidence of
 - Identification - concealing information on one's suitability to working with children
- Staff will be required to consent to Garda vetting

Section 6 – Managing and Supervising Staff

All new staff will be made aware of the organisation's code of conduct, child protection procedures and are expected to read and sign LittleLion's Child Safeguarding Policy Statement. A probationary period of 3 months for new staff is in place and all staff will be provided with supervision and training in relation to their role and LittleLion's Child Safeguarding Policy.

Section 7 – Teacher / Responsible Adult Involvement and Sharing of Information

I am committed to being open with teachers and all primary carers.

- I undertake to inform teachers other appropriate school personnel of all activities and potential activities
- Comply with health and safety practices
- Operate child centred policies in accordance with best practice, making teachers and responsible adults aware of LittleLion Child Safeguarding Policies.
- Ensure as far as possible, that the activities are age appropriate
- Encourage and facilitate parental/carer involvement where appropriate
- If I have concerns about the welfare of the child/young person I will:
 - Respond to the needs of the child or young person
 - Inform teachers unless this action puts the child or young person at further risk
- Where there are child protection and welfare concerns I am obliged to pass these on to management of the school.
- Parental consent forms in accordance with The Arts Council Guidelines for taking and using images of children and young people in the arts sector will be used when necessary

Section 8 – Procedure for Dealing with Allegations against Staff

In the instance of an allegation being made against a staff member or affiliated artist, two separate procedures must be followed:

1. In respect of the child/young person LittleLion represented by Selma Daniel will deal with issues related to the child/young person.
2. In respect of the person against whom the allegation is made, the Company Producer will deal with issues related to the staff member.

My first priority is to ensure that no child or young person is exposed to unnecessary risk. If allegations are made against the Designated Person, then the Deputy Designated Person will be contacted.

The reporting procedures outlined previously will be followed ensuring that the parent/guardian is informed of any action planned and taken so long as it poses no risk to the child to share this information. The child/young person should be dealt with in an age-appropriate manner.

The staff member will be informed as soon as possible of the nature of the allegations and should be given the opportunity to respond.

The Director and Company Producer of LittleLion Dance Theatre would be informed as soon as possible and any action following an allegation of abuse against an employee would be taken in consultation with Health Service Executive and Gardaí. After consultation, the chairperson/head of organisation should advise the person accused and agreed procedures will be followed.

Section 9 – Complaints Procedure

Complaints or comments will be responded to within 2 weeks. All complaints whether written or verbal will be logged and responded to by Selma Daniel, Director, (selmadaniel@gmail.com, +353 87 960 6411) to the necessary party. Depending on the nature of the complaint, she will either investigate the details by interviewing the appropriate staff or third party herself, or by enacting the appropriate procedure.

Section 10 – Accidents Procedure

LittleLion will maintain an up-to-date register of the contact details of all children/young people involved in the organisation.

LittleLion has a first aid box for touring to workshop and performance spaces and the availability of first-aid is the responsibility of the company in accordance with the organisation's Health and Safety guidelines. The accident/ incident book also tours with the company, and details of any incident will be recorded.

External organisations with whom LittleLion has dealings must provide proof that they have public liability insurance.

Risk Assessment

We have carried 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 identified risk
1	Lack of awareness of child protection duty and noncompliance with Child Protection Policy (e.g. delays in making necessary referrals)	<ul style="list-style-type: none"> • Staff, artists and project partners are provided with the Child Protection Policy. • Staff and artists are provided with training every two years to ensure they are equipped to deal with disclosures and to make referrals if required. • Staff and artists are encouraged to complete the Tusla Children First E-Learning programme. Completion of the programme will be a requirement within future contracts for artists.

		<ul style="list-style-type: none"> • A list of staff who are mandated persons (if any) as defined by the Children’s Act 2017. • A relevant person will be appointed as the first point of contact regarding this Child Safeguarding Statement. • The Child Protection Policy is reviewed annually.
2	Allegation of abuse where a member of LittleLion Dance Theatre’s staff/contracted artist is the alleged perpetrator	<ul style="list-style-type: none"> • Staff and contractors are Garda Vetted before they begin work. • All staff are familiar with the procedures to make a referral to the Designated Person or directly to Tusla. • Internal disciplinary processes are in place where the issue concerns an employee.
3	Allegation of abuse where a parent/guardian, healthcare professional, support worker is the alleged perpetrator	<ul style="list-style-type: none"> • All staff are familiar with the procedures to make a referral to the Designated Person or directly to Tusla. • Project partners will be notified.
4	Child makes a disclosure to a member of staff	<ul style="list-style-type: none"> • All staff are familiar with the procedures to make a referral to the Designated Person or directly to Tusla.
5	A suspicion of child abuse is determined by a member of staff	<ul style="list-style-type: none"> • All staff are familiar with the procedures to make a referral to the Designated Person or directly to Tusla.
6	A partner discloses something	LittleLion Dance Theatre will engage with partners on joint report making where appropriate. Our Child Safeguarding Policy is shared with partners in advance of projects and LittleLion received a copy of Child Safeguarding Policies from all partners.

**Appendix I:
STANDARD REPORT FORM FOR REPORTING CHILD PROTECTION CONCERNS**

FORM NUMBER: CC01:01:01

STANDARD REPORT FORM
(For reporting CP&W Concerns to the HSE)



A. To Principal Social Worker/Designate: _____

1. Date of Report

2. Details of Child

Name:	<input type="text"/>	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>
Address:	<input type="text"/>	DOB	<input type="text"/>	Age	<input type="text"/>
		School	<input type="text"/>		
Alias	<input type="text"/>	Correspondence address (if different)	<input type="text"/>		
Telephone	<input type="text"/>	Telephone	<input type="text"/>		

3. Details of Persons Reporting Concern(s)

Name:	<input type="text"/>	Telephone No.	<input type="text"/>
Address:	<input type="text"/>	Occupation	<input type="text"/>
		Relationship to client	<input type="text"/>
Reporter wishes to remain anonymous <input type="checkbox"/>		Reporter discussed with parents/guardians <input type="checkbox"/>	

4. Parents Aware of Report

Are the child's parents/carers aware that this concern is being reported to the HSE?	- Mother	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	- Father	<input type="checkbox"/>	<input type="checkbox"/>
Comment	<input type="text"/>		

5. Details of Report

(Details of concern(s), allegation(s) or incident(s) dates, times, who was present, description of any observed injuries, parent's view(s), child's view(s) if known.)

STANDARD REPORT FORM

(For reporting CP&W Concerns to the HSE)

**6. Relationships**

Details of Mother		Details of Father	
Name:		Name:	
Address: (if different to child)		Address: (if different to child)	
Telephone No's:		Telephone No's:	

7. Household composition

Name	Relationship	DOB	Additional Information e.g. School/ Occupation/ Other:

8. Name and Address of other personnel or agencies involved with this child

	Name	Address
Social Worker		
PHN		
GP		
Hospital		
School		
Gardaí		
Pre-School/ Crèche/ YG		
Other (specify):		

9. Details of person(s) allegedly causing concern in relation to the child

Relationship to child:		Age		Male	<input type="checkbox"/>	Female	<input type="checkbox"/>
Name:			Occupation				
Address:							

STANDARD REPORT FORM

(For reporting CP&W Concerns to the HSE)



10. Details of person completing form

Name:		Occupation:	
Address:		Telephone No's:	
Signed		Date:	

**Appendix II:
NATIONAL CONTACTS FOR HSE CHILDREN AND FAMILY SERVICES**

DUBLIN NORTH

Health Centre, Cromcastle, Coolock, Dublin 5 (01) 816 4200; (01) 816 4244

Social Work Department, 180-189 Lake Shore Drive, Airside Business Park, Swords, Co. Dublin (01) 870 8000

DUBLIN NORTH CENTRAL

Social Work Office, 22 Mountjoy Square, Dublin 1 (01) 877 2300

Ballymun Health Care Facility, Ballymun Civic Centre, Ballymun, Dublin 9 (01) 846 7236

DUBLIN NORTH WEST

Health Centre, Wellmount Park, Finglas, Dublin 11 (01) 856 7704 Social Work Department, Rathdown Road, Dublin 7 (01) 882 5000

DUBLIN SOUTH EAST

Social Work Department, Vergemount Hall, Clonskeagh, Dublin 6 (01) 268 0320; (01) 2680333

DUBLIN SOUTH CITY

Duty Social Work Carnegie Centre, 21-25 Lord Edward Street, Dublin 2 (01) 648 6555 Public Health Nursing, 21-25 Lord Edward Street, Dublin 2 (01) 648 6730

Family Support Service, 78B Church House, Donore Avenue, Dublin 8 (01) 416 4441

DUBLIN SOUTH WEST

Milbrook Lawns, Tallaght, Dublin 24 (01) 452 0666; (01) 427 5000

Social Work Department, Old County Road, Crumlin, Dublin 12 (01) 415 4700

DUBLIN WEST

Social Work Department, Bridge House, Cherry Orchard Hospital, Ballyfermot, Dublin 10 (01) 620 6387

DUBLIN SOUTH

Social Work Department, Our Lady's Clinic, Patrick Street, Dun Laoghaire, Co. Dublin (01) 663 7300

CARLOW

Carlow Social Work Office, Ground Floor, St. Dymphna's Hospital, Athy Road, Co. Carlow (059) 913 6587

CAVAN

HSE Community Child and Family Services, Drumalee Cross, Co. Cavan (049) 437 7305; (049) 437 7306

CLARE

Clare Duty Social Worker, River House, Gort Road, Ennis, Co. Clare (065) 686 3935 (Monday – Friday, 2-5pm)

Social Work Department, Shannon Health Centre, Shannon, Co. Clare (061) 718 400

Social Work Department, Kilrush Health Centre, Kilrush, Co. Clare (065) 905 4200

CORK

North Cork Social Work Department, 134 Bank Place, Mallow, Co. Cork (022) 54100

North Lee Child Lee Social Work Department, (adjacent to Shopping Centre), Blackpool, Co. Cork (021) 492 7000

South Lee Social Work Department, St. Finbarr's Hospital, Douglas Road, Cork (021) 492 3001

West Cork Social Work Department, Coolnagarrane, Skibbereen, Co. Cork (028) 40447

DONEGAL

Links Business Centre, Lisfannon, Buncrana, Co. Donegal (East Team) (074) 932 0420

Euro House, Killybegs Road, Donegal, Co. Donegal (West Team) (074) 972 3540

Social Work Department, Millennium Court, Pearse Road, Letterkenny, Co. Donegal (East Central Team and West Central Team) (074) 912 3672; (074) 912 3770

GALWAY

Galway City, Social Work Department, Local Health Office, 25 Newcastle Road, Galway, Co. Galway (091) 546366

Galway County, Tuam Social Work Department, Health Centre, Vicar Street, Tuam, Co. Galway (093) 37200

Loughrea Social Work Department, Health Centre, Loughrea, Co. Galway (091) 847820

Ballinasloe Social Work Department, Health Centre, Brackernagh, Ballinasloe, Co. Galway (090) 964 6200

Oughterard Social Work Department, Health Centre, Oughterard, Co. Galway (091) 552200

KERRY

Social Work Department, HSE Community Services, Rathass, Tralee, Co. Kerry (066) 712 1566 Killarney Social

Work Department, St. Margaret's Road, Killarney, Co. Kerry (064) 663 6030

KILDARE

Social Work Department, St. Mary's Craddockstown Road, Naas, Co. Kildare (045) 873200; (045) 882 400

KILKENNY

Social Work – Child Care Department, Child ,Youth and Families Carlow/Kilkenny, HSE South, St. Canice's Hospital, Dublin Road, Kilkenny (056) 778 4057; (056) 778 4532

LIMERICK

Social Work Department, Health Centre, Kileely Road, Ballynanty Beg, Limerick (061) 457 100

Social Work Department Roxtown Health Centre, Roxtown Terrace, Old Clare Street, Limerick (East Team), Co. Limerick (061) 417 622; (061) 483 091

Parkbeg Social Work Department, Parkbeg House, 2 Elm Drive, Caherdavin Lawns, Ennis Road, Limerick, Co. Limerick (061) 206 820

Social Work Department, Southill Health Centre, O'Malley Park, Southill, Limerick, Co. Limerick (061) 209 985

Newcastlewest Social Work Department, Newcastlewest Health Centre, Newcastle West, Co. Limerick (069) 62155

LAOIS

Social Work Department, Child and Family Centre, Dublin Road, Portlaoise, Co. Laois (057) 869 2567; (057) 869 2568

LEITRIM

Social Work Department, Community Care Office, Leitrim Road, Carrick-on- Shannon, Co. Leitrim (071) 965 0324

LONGFORD

Social Work Department, Tivoli House, Dublin Road, Co. Longford (043) 335 0584

LOUTH

Social Work Department, Local Health Care Unit, Wilton House, Stapleton Place, Dundalk, Co. Louth (042) 939 2200

Ballsgrrove Health Centre, Ballsgrrove, Drogheda, Co. Louth (041) 983 8574; (041) 983 3163

MAYO

Ballina Social Work Team, Ballina Health Centre, Mercy Road, Ballina, Co. Mayo (096) 21511; (096) 248 41

Castlebar Social Work Team, St. Mary's Headquarters, Castlebar, Co. Mayo (094) 904 2283/4

Swinford Social Work Team, Swinford Health Centre, Aras Attracta, Swinford, Co. Mayo (094) 905 0133

MEATH

HSE Children's Services, Navan Enterprise Centre, Trim Road, Navan, Co. Meath (046) 909 7800 Community

Social Work Services, Duty Social Work Department, 25 Brewshill, Navan, Co. Meath (046) 903 0616

Community Social Work Services, Dunshaughlin Health Care Unit, Dunshaughlin, Co. Meath (01) 802 4102

MONAGHAN

Social Work Department, Local Health Care Unit, Rooskey, Co. Monaghan (047) 30426; (047) 30427

OFFALY

Social Work Department, Derry Suite, Castlebuildings, Tara Street, Tullamore, Co. Offaly (057) 937 0700

ROSCOMMON

Social Work Team, Abbeytown House, Abbey Street, Roscommon, Co. Roscommon (090) 662 6732

Social Work Team, Roscommon PCCC, Lanesboro' Road, Roscommon, Co. Roscommon (Roscommon Area) (090) 663 7528; (090) 663 7529;

Social Work Team, Health Centre, Elphin Street, Boyle, Co. Roscommon (Boyle Area) (071) 966 2087 Social Work Team, New HSE Offices, Knockroe, Castlerea, Co. Roscommon (Castlerea Area) (090) 663 7851; (090) 663 7842

SLIGO

Sligo Town and surrounding areas: Markievicz House, Barrack Street, Sligo, Co. Sligo (071) 915 5133 South County Sligo: One Stop Shop, Teach Laighne, Humbert Street, Tubercurry, Co. Sligo (071) 912 0062

NORTH TIPPERARY

North Tipperary Duty Social Work Team, Civic Offices, Limerick Road, Nenagh, Co. Tipperary (067) 46 636

North Tipperary Child Protection Services: Social Work Department, Annbrook, Nenagh, Co. Tipperary (067) 41 934

St. Mary's Health Centre, Parnell Street, Thurles, Co. Tipperary (0504) 24 609

SOUTH TIPPERARY

South Tipperary Child Protection Services: Social Work Team, South Tipperary Community Care Services, Western Road, Clonmel, Co. Tipperary (052) 617 7302; (052) 617 7303

WATERFORD

Waterford: Social Work Service, Waterford Community Services, Cork Road, Co. Waterford (051) 842827

Dungarvan and surrounding areas: Social Work Department, Dungarvan Community Services, St. Joseph's Hospital, Dungarvan, Co. Waterford (058) 20906

WESTMEATH

Social Work Department, Athlone Health Centre, Coosan Road, Athlone, Co. Westmeath (090) 648 3106 Social Work Department, Child and Family Centre, St. Loman's, Spring eld, Mullingar, Co. Westmeath (044) 934 4877

WEXFORD

Gorey Health Centre, Hospital Grounds, Gorey, Co. Wexford (053) 943 0100

Enniscorthy Health Centre, Millpark Road, Enniscorthy, Co. Wexford (053) 923 3465

New Ross Health Centre, Hospital Grounds, New Ross, Co. Wexford Contact through Ely House below Local Health Office, Social Work Department, Ely House, Ferrybank, Co. Wexford (053) 912 3522 Ext. 201

WICKLOW

Social Work Department, HSE Glenside Road, Wicklow Town, Co. Wicklow (0404) 60800

Bray: Social Work Department, The Civic Centre, Main Street, Bray, Co. Wicklow (01) 274 4180; (01) 274 4100

Delgany: Social Work Department, Delgany Health Centre, Delgany, Co. Wicklow (01) 287 1482