

**To:** The Committee,

**Organisation:** Rahan Comhaltas

**Date:** 11/09/2019

**RE: Selection of Music Venues and sanction of any activities (Sessions, Groups or bands etc.) carried out in the name of Rahan Comhaltas.**

As the DLP for Rahan Comhaltas I am legally tasked with ensuring all aspects of Child Protection are reviewed. To this end I have concerns about activities which could take place in the name of Rahan Comhaltas without the expressed sanction of the Branch Committee. The following is proposed to be included in the Child Protection Policy for Rahan Comhaltas going forward for the year 2019/2020 in order to correct this concern.

*“Only Rahan Comhaltas Committee sanctioned venues may be considered under the control of Rahan Comhaltas Club and its Committee. No activities organised by third parties (Members of Rahan Comhaltas or not) will be considered as being under the control of Rahan Comhaltas unless an application has been made in writing to the Secretary of Rahan Comhaltas Committee and the venue and the activity is sanctioned at a committee meeting of Rahan Comhaltas. All activities of Rahan Comhaltas must be organised with the sanction of the Committee and a record of such planned events and where responsibility lies for administration of the event, should be recorded by the Secretary of Rahan Comhaltas in the minutes of such meeting. Anyone organising an event, practices or venue in the name of Rahan Comhaltas should be made aware of the Child Policy requirements and procedures that are mandatory to put in place to meet Child Protection guidelines and document how this is achieved. Any direction or requirements specified by the Committee must be implemented and the Committee have the final say.*

*If a decision to hold an event or use a venue is required outside of a committee meeting then it should be agreed by three members of Rahan Comhaltas Committee and recorded by email to the Secretary of Rahan Comhaltas and reviewed at the next Committee meeting. This option should only be used in the event that an organised event is required urgently but should not be allowed to become the norm. Child Protection Procedures must be implemented at all venues.*

*A venue should be vetted for use and appraised and risk assessed. The security of the venue should be appraised and should be rated as follows:*

1. **Safe Secure (Green Venue)** and under control of Rahan Comhaltas (e.g. Rahan School Music and Dance Classes)
2. **Safe Public Venue (Yellow Venue)**, but children cannot leave the venue while at the activity and should be supervised (E.g. Rahan Hall)

3. **Public Venue (Red Venue)** *Child remains under the control of the Parent or Guardian\_ or appointed care person at all times (e.g. Hotel, licensed premises etc.)*

The type of premises used must be under the control of Rahan Comhaltas Committee and all Rahan Comhaltas Child Protection Policy needs to be implemented depending on the type of premises and activity being considered.

It is not for me as DLP to determine what equates to a suitable venue but if in doubt about the type of venue (eg. Private residence or other non-public venues) direction should be clarified through County Board on what is acceptable.

In order to implement this I am currently updating the Child Protection Policy to reflect the advice of this letter which will be put to the AGM in November along with an up to date Safe Guarding Statement.

I would suggest the bones of this letter should be forwarded to all interested parties which could be affected by this review so they are aware and also so they can have an input in the process before it is signed off at the AGM in November 2019.

As DLP I offer this advice and update of Child Protection Policy to ensure Child Protection is at the centre of all activities carried out by Rahan Comhaltas.

Kind regards,

Signed \_\_\_\_\_

John Murphy DLP