

TAKING CARE

UPDATE

Taking Care
Training



**Top ten frequently
asked questions**

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**New Dates set for
Designated Persons
Training**

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Access NI Updates

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Issue

28

Autumn 2015

Training for Designated Persons

New training for all Designated Persons has been arranged for the Autumn season at venues throughout Ireland. All Designated Persons are encouraged to attend one of the events, whether they have been to a D.P. training event before or not. It will be an opportunity to meet with other D.P.s, reflect on child protection incidents, learn together and be confident in the important role that they have been appointed to.

All events will start at 7:30pm and finish at 9:30pm unless stated otherwise.

2nd Saintfield PC, Saintfield

Tuesday 8th September

Cootehill PC, Co Cavan

Thursday 17th September

Hamilton Road PC, Bangor

Monday 21st September

Cunningham Memorial PC, Cullybackey

Monday 28th September

Donoughmore PC, Co. Donegal

Thursday 8th October

Lucan Centre, Co. Dublin

Thursday 15th October

Drumachose PC, Limavady

Monday 19th October

Ballygawley PC, Ballygawley

Tuesday 3rd November

Assembly Buildings, Belfast

Tuesday 10th November 10:30am – 12:30pm
(Registration from 10am)

Bannside PC, Banbridge

Thursday 19th November

To register please contact the office on **90417290** or email **takingcare@presbyterianireland.org**

Editors' Welcome

(28th Edition)

First of all, a huge congratulations to Amanda (our Taking Care Administrator) and Mark Kyle as they welcomed baby boy Jackson Thomas into the world on **20th March**.

However there has been sadness amongst their joy as Amanda's Grandmother passed away soon after the birth and her Father passed away in July after a short illness. Please remember the family in your prayers. Cathy Mullin continues to cover the post and is managing the work superbly despite a steep learning curve!

At the office we are preparing for a busy training season from September through to December. I will be involved training different groups – V.I.P.s (Volunteer and Interns Programme), Y.A.V.s (Young Adult Volunteers from the Presbyterian Church of USA), Licentiates for the Ministry and 10 training events for Designated Persons.

The trainers will be busy too. The calendar is fully booked for the month of September and filling up fast for other months so if you want to organise a Refresher training session before Christmas then get in touch with us sooner rather than later.

The Taking Care Committee will meet on 29th September. Amongst other things, the council has responded to the government consultation, 'Co-operating to Safeguard Children and Young People in Northern Ireland.'

Finally, we are pleased with how well the new online system for Access NI is working with just a few teething problems to begin with. You can read more about the process in this issue.

If you have any questions about anything in the Taking Care Update please do not hesitate to contact us.

Take Care,
Deborah (Programme Co-ordinator)

Foundation Training

This training is for new leaders or those who have never attended Taking Care Training before. There is no need to register for these events.

All events will start at 7:30pm and finish at 9:30pm unless stated otherwise.

Druminnis PC, Co. Armagh
19th October

Assembly Buildings, Belfast
21st October 10:30am – 12:30pm

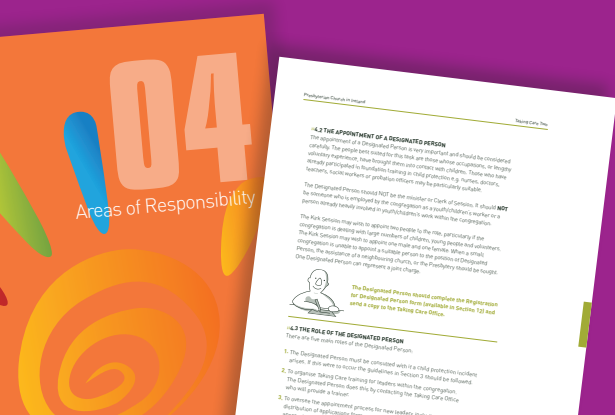
2nd Comber PC, Comber
22nd October

Whitehouse PC, Belfast
3rd November

1st Ballymoney PC
16th November

Other dates & venues are to be confirmed. Please see website.

www.presbyterianireland.org/Training-Events



To receive daily prayer points to help support both mission at home in Ireland and further afield sign up to PCI's prayer e-mail service. Every morning you will receive new prayer items to help www.presbyterianireland.org/prayer



Points for Prayer

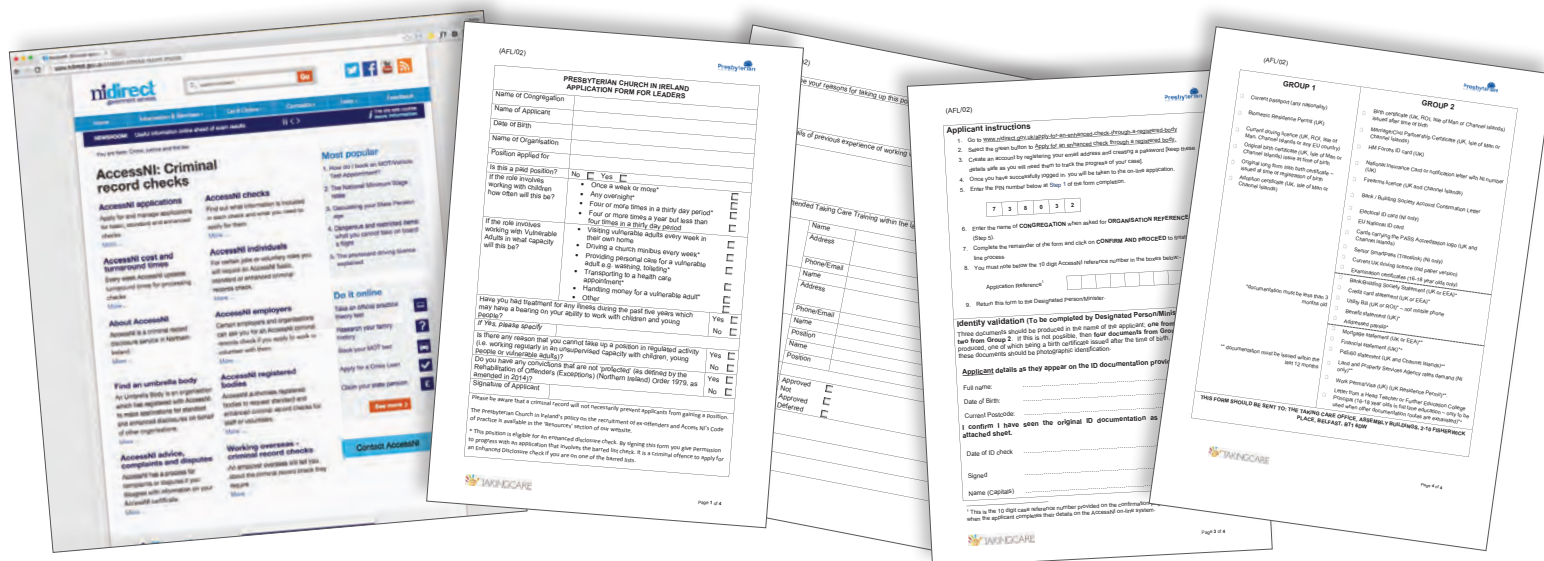
- **Pray for the Designated Persons' training events that will be held throughout the Autumn.**

Pray for safe travel for all participants and that all those in attendance will feel more confident about their role.

- **Pray for Designated Persons, Ministers and others** who are dealing with child protection incidents in their congregations. May they have wisdom and sensitivity to deal with issues that can so often be complex.

- **Give thanks for the safe arrival of Amanda's baby boy, Jackson Thomas.**

Pray for her and Mark as they adjust to life as parents.



Access NI Update

We are pleased with the success of Access NI's new online system for facilitating police checks (N.I.). Apart from a few teething problems, the system has most certainly improved the service in terms of speed, efficiency and tracking forms.

We would like to highlight the following:

1. Once a form has been submitted online, it will not be processed until the AFL (Application form for leaders) has been received by the office. If we have not received it after 90 days then there is the possibility that the online form will have to be completed again because it will have disappeared from our system.
2. The AFL (Application Form for Leaders) is only available online and can be found at www.presbyterianireland.org/takingcare
3. Once on the NI Direct website (www.nidirect.gov.uk/accessni-criminal-record-checks) applicants must complete an **Enhanced Disclosure check**, NOT a basic or standard check. An **Enhanced Disclosure check** is the only one suitable for those working with children or vulnerable adults.

Garda Vetting Update

As of immediate effect, any Garda Vetting forms with previous address from Northern Ireland without a postcode will be returned. As Eircodes are introduced, please put these on the forms as well.

Always check the forms before posting them.



Top Ten Frequently asked questions

We receive a lot of questions on a daily basis at the Taking Care Office so I thought it would be a good idea to share with you ten frequently asked ones along with the answers and also where you can read more about each issue. Many of you will know the answers to a lot of these but it should act as a quick reminder!

1. Can leaders put photographs of children on the church website/Facebook page?

Parental permission must be obtained before using any pictures of a child/group of children on a website (Taking Care Guidelines, 8.3). This is the same for any social media site (Taking Care Guidelines, 8.4).

2. Can leaders be friends on Facebook with young people in the organisation that they are leaders of?

Leaders should think carefully before adding a child or young person in the organisation in which they are leaders, as a friend or follower on a social networking site (Taking Care Guidelines, 8.4). Please read the full guidelines on this important topic in Section 8.

3. What level of qualification does a First Aider require at a youth organisation?

The Taking Care Guidelines state that "Each organisation should have at least one nominated and adequately trained first aider" (Taking Care Guidelines, 9.6). The first aider should be trained adequately to meet the needs of the children within the organisation. E.g. if a child with a specific medical condition joins an organisation, a First Aider may need further training in order to know best how to treat their condition.

4. Where can I receive Risk Assessment forms to complete for youth organisations?

Church insurance companies advise that a Risk Assessment form should be completed for each organisation as well as outings/activities taking place outside of the norm. Examples of Risk Assessment forms can be viewed at www.presbyterianireland.org/takingcare as well as the blank Risk

Assessment form which can be found on the website under 'Child protection forms' which is in the 'Resources' section.

5. Can anyone in our church deliver child protection training?

It is only those who are recognised as Taking Care Trainers who can deliver training on the Taking Care programme. All Taking Care Trainers have completed the training the trainer's course accredited through Union College. The training is organised through the Taking Care Office (unless it is taking place in the Trainers' own congregation).

6. Does a leader need to attend training if they have already attended training at their day job?

Taking Care training is child protection training specific to the guidelines of the Presbyterian Church in Ireland. It is recommended for all leaders once every three years. It is the responsibility of the Kirk Session to ensure that everyone who should have attended the training has done so.

7. What happens if a leader is unable to attend the Foundation training which has been organised?

Ideally, a new leader should first attend Foundation training before working with children and young people. Foundation training is organised by the Taking Care Office and takes place at 10-11 venues twice a year. If a leader is unable to attend any of the Foundation training currently organised then it is advised that they attend a refresher training event rather than wait for six months before the next round of Foundation training.

8. If a leader is unable to attend the Refresher training in our church, where can they get the same training?

Refresher training assumes some knowledge and aims to remind leaders of the basics and update them on anything new. Refresher training is usually organised by the Designated Person and is recommended every three years.

Dates of Refresher Training hosted by congregations are listed on the website. Please contact the church that is hosting the event if a significant number of leaders from your congregation are planning to attend.

www.presbyterianireland.org/Training-Events/Training/Congregational/Taking-Care-Child-Protection-Training/Taking-Care-Refresher-Training

9. Does an 18 year old attending a youth organisation need a police check?

They do not need to be police checked unless they are appointed as a leader and given leadership responsibilities.

10. Do helpers at a Parents and Toddlers group need a police check?

A police check is not required if the parents/carers of the children are present at all times and take responsibility for their own children. If the children are taken to a separate room and/or are supervised by leaders from the church and this takes place four or more times a year, then these leaders need to be appointed by Kirk Session (which includes a police check).