



Comhairle Cathrach Chorcaí  
Cork City Council

## **Leabharlanna | Libraries**

# Child Safeguarding Statement

19 January 2026

# Cork City Libraries' Child Safeguarding Statement

## 1. Name of service being provided:

Cork City Libraries Children's and Young People's Services

## 2. Nature of service and principles to safeguard children from harm:

Cork City Libraries nourish a reading culture through books and audio-visual materials, a committed staff and by offering a varied and popular programme of workshops, storytelling, and live performances inclusive to all children living in an intercultural city.

We are committed to a child centred approach in all aspects of our work. We strive to provide a safe space to all using the service by endeavouring to uphold the highest possible standards in child protection and taking all reasonable steps in relation to the safety and welfare of children, young people, and vulnerable people who use our service as outlined in *Children First; National Guidance for the Protection and Welfare of Children 2017*.

## 3. 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 procedures for managing these risks.

Please note:

**A Child** is anyone under 18 years of age

**Harm** in this assessment is as defined in the Children First Act 2015, and is in relation to a child -

- (a) Assault, ill treatment, or neglect of the child in a manner that seriously affects or is likely to seriously affect the child's health, development, or welfare, or
- (b) Sexual abuse of the child, whether caused by a single act, omission or circumstance or a series or combination of acts, omissions, or circumstances, or otherwise.'

Risk identified.	Procedure in place to manage risk identified
	Policies in place CCC Guidelines for the

Suspensions of abuse and neglect to a child or vulnerable adult.	<p>Protection of Children and Vulnerable Adults + Children in the Library Procedure.</p> <p>Library staff have been trained Child Protection Awareness (Category A)</p> <p>Child protection liaison officers have been appointed and are the contact point for library staff when a suspicion of abuse emerges. These are responsible for reporting suspect cases to the HSE.</p>
Lone child/lone staff member	<p>Doors unlocked.</p> <p>Blinds open</p> <p>Remain in public areas.</p> <p>Stay in view of CCTV cameras.</p>
Location of toilets/access	<p>Staff should not accompany children.</p> <p>A child should be accompanied by parent/guardian or responsible person who has accompanied them to the library.</p>
Areas out of view of staff desk	<p>Ensure these areas are covered by CCTV cameras.</p>
Adults in children's area	<p>Ensure that the behaviour of adults in the children's library is appropriate to that environment.</p> <p>Adults acting in ways which may threaten a child's safety will be asked to leave the library and the offending behaviour will be documented.</p>
Unaccompanied children	<p>Children remain the responsibility of the parent/guardian whether or not they are present.</p> <p>Some workshops do not require parents or guardians to stay. An emergency contact number is required for each child at such events.</p>

<p>Child wandering off at an event</p>	<p>Sufficient staff are rostered on to provide cover for the event. Parents stay with their children; teachers stay with their classes. Announcements about supervision requirements are made at the beginning of story time. Buggies should not block exits.</p>
<p>Photography</p>	<p>Unauthorised photography is not permitted in Cork City Libraries.</p> <p>Parental consent will be obtained prior to events where photographs may be taken.</p> <p>Children and their parents will be informed as to where and how the images will be used.</p> <p>Group photos are preferable to individual ones.</p> <p>It will be insured that images do not contribute or expose children to embarrassment, distress or upset.</p> <p>All images are stored in a secure location on the library server with restricted access.</p> <p>Images will only be passed on to third parties following prior agreement by the parent/guardian.</p>
<p>Online activity through CCL computers</p>	<p>Parents are responsible for their children's activity in libraries including online activity.</p> <p>A parent must give signed permission for a child or young person to use the Internet in our Libraries.</p> <p>Web content filtering is in place on all public computers, and the default</p>

	<p>browser on children's computers is <a href="http://www.safesearchkids.com">www.safesearchkids.com</a>. Responsibility lies with parents for their children's online activity.</p> <p>Cork City Libraries provides unsecured public Wi-Fi. Cork City Libraries are not responsible for content accessed on personal devices via our public Wi-Fi.</p>
Third party access to children	<p>All outside facilitators are Garda vetted in compliance with <i>The Children and Vulnerable Persons Act, 2012</i> and renewed every 3-5 years.</p>
Children not collected at closing.	<p>Children remain the responsibility of the parent/guardian whether or not they are present.</p> <p>If the library has been closed 2 staff members should remain with the child and stay within an area covered by CCTV if possible.</p> <p>Staff should contact the parent/guardian.</p> <p>Children should not be given into the care of anyone other than the parent/guardian.</p> <p>Contact Gardaí if all attempts to contact the parent/guardian fails.</p>
Opening times outside of normal hours (such as My Open Library hours, hours for those with ASD, WBF events, Culture Night and so on)	<p>All children under the age of 16 will be accompanied by a responsible adult while using My Open Library.</p> <p>Young People aged 16 to 18 can use My Open Library (having been properly inducted in the MOL preparation for</p>

	<p>membership) and receiving written parental consent.</p> <p>Parents must be present at induction and will be contacted if any issues regarding the My Open Library have arisen.</p> <p><b>All</b> children will be accompanied by a responsible adult at out of hour special events, without exception.</p>
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#### 4. Procedures

Our Child Safeguarding Statement has been developed in line with requirements under the Child First Act 2015, the *Children First: National Guidance* and Tusla's *Child safeguarding; A guide for policy, Procedure and Practice*. 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 service:

- ❖ **Procedures for providing a safe space and environment for Children using our services:**
  - ❖ Children First National Guidance for the Protection and Welfare of Children 2017
  - ❖ CCL Child Protection Code of Practice for Staff
  - ❖ Cork City Council Child Protection Policy
  - ❖ Cork City Libraries' CCTV policy
  - ❖ Cork City Council's ICT policy
  - ❖ Cork City Council's Data protection policy
  - ❖ National Garda Vetting procedures
- **Procedures for management of allegations of abuse or misconduct against Workers/facilitators of a child availing of our service:**
  - ❖ Children First National Guidance for the Protection and Welfare of Children 2017
  - ❖ CCL Child Protection Code of Practice for Staff
  - ❖ Cork City Council Child Protection Policy
- **Procedure for the safe recruitment and selection of staff and facilitators to work with children:**
  - ❖ Cork City Council policy on recruitment
  - ❖ National Garda Vetting procedures
- **Procedures for provision of and access to child safeguarding training and**

**information including the identification of the occurrence of harm:**

- ❖ Cork City Libraries' Child Safeguarding Statement
  - ❖ CCL Child Protection Code of Practice for Staff
  - ❖ Cork City Council Child Protection Policy
- **Procedures for the reporting of child protection and welfare concerns to Tusla:**
- ❖ Children First National Guidance for the Protection and Welfare of Children 2017
  - ❖ CCL Child Protection Code of Practice for Staff
  - ❖ Cork City Council Child Protection Policy
- **Procedures for maintaining a list of persons (if any) who are mandated persons:**
- ❖ Children First National Guidance for the Protection and Welfare of Children 2017
  - ❖ CCL Child Protection Code of Practice for Staff
  - ❖ Cork City Council Child Protection Policy
- **Procedure for appointing a relevant person.**
- ❖ Children First National Guidance for the Protection and Welfare of Children 2017
  - ❖ CCL Child Protection Code of Practice for Staff

This Child Safeguarding Statement will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

**All procedures listed are available on request.**

## **Implementation**

We recognise that implementation is an on-going process. Our service 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.

## **Review Date**

This Child Safeguarding Statement will be reviewed on 19/01/2028 or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signed



19 January 2026

David O'Brien,  
Cork City Librarian,  
The City Library,

Grand Parade,  
Cork.

For queries, please contact Angela Hannon, Relevant Person (Senior Executive Librarian and Deputy Child Protection Liaison Officer) for Cork City Libraries under the Children First Act 2015.