

## MEETING OF THE CONGREGATION'S SAFEGUARDING COMMITTEE FOR ITS COMMUNITIES IN IRELAND

**DATE OF MEETING: 21<sup>st</sup> JANUARY 2019**

**LOCATION: KNOCK COMMUNITY**

**Safeguarding Committee members:** Sister Eileen McLoughlin, Committee Chair; Sister Angelo Roncalli (Kathleen) Corbett, Designated Liaison Person for the Congregation; Sister Margaret Dobbin; Sister Marie Majella Galvin; Sister Mary Joseph Jones

**Secretary to the Committee:** Bridget Cullen

### Introduction

1. Sister Eileen opened the meeting with a prayer. She welcomed Sister Mary Joseph to the Safeguarding Committee. Sister Eileen explained that the purpose of the meeting was to review the self-audit forms for the period 1<sup>st</sup> November 2017 to 31<sup>st</sup> October 2018, completed by the Congregation's four communities in Ireland. The Committee would then decide, based on their review of the audits and the progress made against actions arising from last year's review, what actions the communities should undertake over the next 12 months to improve their current safeguarding practices.

### Review of Self-Audit Forms

2. **Belfast Community Self-Audit:** The Committee noted that the community's circumstances had not changed since last year's audit and it would not be necessary to attribute any actions to the community for the incoming year. It would just be a matter of Sister Mary Mangan explaining in her audit follow-up letter to the Sisters, that should their circumstances change in the coming year in such a way as to have implications for safeguarding, they must inform her, as Church Authority, and also Sister Angelo, as the Designated Liaison Person (DLP) for the Congregation.
3. **Cork Community Self -Audit:** The Committee reviewed the completed self-audit form and also the action plan which had been put in place by the Committee, following last year's review.
4. **Cork Community Action Plan for the Year 1<sup>st</sup> November 2017 to 31<sup>st</sup> October 2018:** The Committee noted that while the community held a completed form 1.5A Template 1 in respect of the Bessborough Commemoration Group's annual visit for the Mother and Baby Memorial Service, it was unclear whether they held a completed form for the visits from the Bessborough Centre Crèche. The Committee agreed that this should be raised by Sister Mary in her audit follow-up letter to the Community Leader.
5. The Committee noted that the following actions remained "outstanding":

- **Action D:** The Community Leader should inform the DLP when the key personnel have attended a Safeguarding Information Session, giving the name and role of those who have attended; and
  - **Action E:** The DLP must arrange appropriate training for the new member of the Safeguarding Committee.
6. **Re Action D:** The Committee agreed that this would be carried forward as an action for the coming year and Sister Mary would point out in her letter to the Community Leader that the action was outstanding from last year.
  7. **Re Action E:** The Committee agreed that Bridget Cullen would contact Niall Moore, the Director of Training at the National Board, and ask him if there were any training sessions specifically tailored for new Committee members, and if not, to suggest what existing training would be best suited to new members.
  8. The Committee agreed that Sister Mary should, when writing, remind the Community Leader that all new staff must complete form 5.1A Template 1, confirming that they had read the Congregation's Child Safeguarding Policy Statement. Sister Mary should also ask the Community Leader for confirmation that Sister Una Mulvey had not added to her ministries with external organisations involving children in the last year, and that no other Sisters had in the past year begun ministering with children in external organisations.
  9. **Knock Community Self-Audit:** The Committee noted that since last year's self-audit, Sisters Gerald Hardiman and Marie Majella Galvin had joined Knock Community from Carlisle and Roscrea communities respectively, and Sister Annie Mary Nally had moved from Knock to take up the role of Community Leader at Cork Convent.
  10. The Committee agreed that, as with the Belfast Community, it would not be necessary to attribute any actions to the Knock Community for the next 12 months. The community would be advised via Sister Mary's letter that they must inform her and Sister Angelo of any changes to their current circumstances, which would have safeguarding implications.
  11. Sister Marie Majella confirmed that since joining the Knock Community, she had not taken up any external ministries involving children. She would, however, inform Sisters Mary and Angelo should the situation change.
  12. **Roscrea Community Self-Audit:** The Committee reviewed the completed self-audit form and also the action plan which had been put in place by the Committee, following last year's review. The Committee noted that all the actions had been dealt with. For the incoming year, the only action for the Roscrea Community would be to have Form 1.5A Template 1 completed by the Sean Ross Commemoration Group in respect of the group's annual Mother & Baby Memorial Service.

**13.** Sister Margaret said she felt that the requirement to ask priests to show their celebrant and also to sign the visitors' book on each visit was excessive for small communities such as Roscrea, which consisted of just three Sisters. Sister Angelo pointed out that the local priest should be asked just once for sight of his celebrant - which the Roscrea Community had already done. She added that priests coming to celebrate Mass in the community for the first time must also be asked to show their celebrant. Sister Margaret queried whether these requirements applied only to priests coming to celebrate Mass, or should Sisters also ask priests for sight of their celebrant and to sign into communities when they were just visiting Sisters. Sister Angelo was of the view that these requirements applied only to priests saying Mass. The Committee noted that the potential for safeguarding issues arising in both scenarios would appear to be the same. Bridget Cullen agreed to raise the matter with Niall Moore.

**Close**

**14.** Sister Eileen thanked the members for attending today's meeting. Bridget Cullen confirmed that she would circulate the minutes in due course. Sister Eileen added that she would report back to Sister Mary with details of today's discussion.